



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

AGENDA AND MATERIAL

BOARD MEETING

**TUESDAY, DECEMBER 21, 2021
6:30 P.M.**



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

A. ROUTINE MATTERS

- | | | |
|-----|---|--------|
| 1. | Land Acknowledgement – Student Trustee Zylstra | - |
| 2. | Opening Prayer – Trustee Burkholder | - |
| 3. | Roll Call | - |
| 4. | Approval of the Agenda | - |
| 5. | Declaration of Conflict of Interest | - |
| 6. | Minutes of the Board Meeting | - |
| 6.1 | November 23, 2021 | A6.1 |
| 6.2 | November 30, 2021 | A6.2 |
| 6.3 | December 7, 2021 | A6.3 |
| 7. | <u>Consent Agenda Items</u> | |
| 7.1 | Unapproved Minutes of the Committee of the Whole Meeting of December 7, 2021 and Consideration of Recommendations | A7.1 |
| | 7.1.1 Revised Estimates 2021-2022 | A7.1.1 |
| 7.2 | Director of Education Annual Report 2021 | A7.2 |
| 7.3 | Trustee Honorarium for the Year December 1, 2021 to November 14, 2022 | A7.3 |
| 7.4 | Trustee Expenses and Reimbursement for the Fiscal Year 2020-2021 | A7.4 |
| 7.5 | Approved Minutes of the Special Education Advisory Committee (SEAC) Meeting of November 3, 2021 | A7.5 |
| 7.6 | Approved Minutes of the Audit Committee Meeting of September 24, 2021 | A7.6 |
| 7.7 | In-Camera Agenda Items F1, F3, F4.1, F4.2, F4.3, F4.4, F5 & F6 | - |

B. DELEGATIONS/PRESENTATIONS

C. COMMITTEE AND STAFF REPORTS

- | | | |
|----|---|----|
| 1. | 2021 Banking Resolution Re: Capital Borrowing – Giancarlo Vetrone | C1 |
|----|---|----|

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 – January 2022 D4.1
 - 4.2 2022 OCSTA/OCSBOA Business Seminar – April 21, 2022 D4.2
 - 4.3 OCSTA 2022 AGM – April 21-23, 2022 D4.3

- 5. Open Question Period
(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.)

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
DECEMBER 21, 2021**

PUBLIC SESSION

**TITLE: MINUTES OF THE BOARD MEETING OF
NOVEMBER 23, 2021**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Minutes of the Board Meeting of November 23, 2021, as presented.



MINUTES OF THE BOARD MEETING

TUESDAY, NOVEMBER 23, 2021

Minutes of the Meeting of the Niagara Catholic District School Board, held on Tuesday, November 23, 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 Zylstra

2. **Opening Prayer**

Opening Prayers were led by Trustee Prince

3. **Roll Call**

Chair Huibers noted that Trustees Moody and Fera joined electronically.

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

The following staff were in attendance:

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

Seconded by Trustee Prince

THAT the Niagara Catholic District School Board approve the Agenda of the Board Meeting of November 23, 2021, as presented.

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 October 26, 2021**

Moved by Trustee Burkholder

Seconded by Trustee Turner

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

CARRIED

7. **Consent Agenda Items**

7.1 **Unapproved Minutes of the Committee of the Whole Meeting of November 9, 2021 and Consideration of Recommendations**

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

7.1.1 **Naming Request – Catholic Education Centre Chapel**

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

7.2 **Unapproved Minutes of the Policy Committee Meeting of November 9, 2021 and Consideration of Recommendations**

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

7.2.1 **Trustee Expenses and Reimbursement Policy (100.13)**

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

7.3 Approved Minutes of the Special Education Advisory Committee (SEAC) Meeting of October 6, 2021

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

7.4 Approved Minutes of the Niagara Catholic Parent Involvement Committee (NCPIC) of September 9, 2021

THAT the Niagara Catholic District School Board receive the approved Minutes of the Niagara Catholic Parent Involvement Committee Meeting of September 9, 2021, as presented for information

7.5 In-Camera Items F1, F2, F4, F5, F6, F7 & F10.1

Moved by Trustee Sicoli
Seconded by Trustee Prince

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

CARRIED

B. DELEGATIONS/PRESENTATIONS

C. COMMITTEE AND STAFF REPORTS

1. Indigenous Education – Board Action Plan 2021-2022

Joseph Zaroda, Associate Superintendent of Education provided background information on Indigenous Education and introduced the Indigenous Team, Brian Kon, Indigenous Lead, Marco Magazzeni, Coordinator Alternative Education Experiential Learning and Partnerships, Nicole Pigeau, Indigenous Consultant and Marie bowering, Indigenous Graduation Coad K-12.

Mr. Kon and Mr. Magazzeni presented the Indigenous Education – Board Action Plan 2021-2022 for Trustee information.

Associate Superintendent Zaroda and the Indigenous Team answered questions of Trustees.

2. Board Meeting Efficiencies

Director Cipriano presented the Board Meeting Efficiencies report.

Discussion took place.

Director Cipriano answered questions of Trustees.

Moved by Trustee Burtnik
Seconded by Trustee Prince

THAT the Niagara Catholic District School Board direct this report to the Policy Committee for discussion and possible recommendations.

CARRIED

3. Multi-Year Strategic Plan (Mission, Vision, Values Statements)

Director Cipriano presented the Multi-Year Strategic Plan (Mission, Vision, Values Statements) report.

Trustee Burtnik and Chair Huibers shared appreciation to all the voices that contributed the Multi-Year Strategic Plan.

Moved by Trustee Burtnik

Seconded by Trustee Burkholder

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.

CARRIED

4. Monsignor Clancy Catholic Elementary School Community Gardens

Camillo Cipriano presented the Monsignor Clancy Catholic Elementary School Community Gardens report.

Moved by Trustee Burkholder

Seconded by Trustee Turner

THAT the Niagara Catholic District School Board endorse this venture.

CARRIED

5. Financial Reports as at October 31, 2021

Giancarlo Vetrone, Superintendent of Business & Financial Services presented the Financial Report for information.

Superintendent Vetrone and Director Cipriano answered questions of Trustees.

D. TRUSTEE ITEMS, OPEN QUESTION PERIOD & OTHER BUSINESS

1. Correspondence

Director Cipriano presented Trustees with a copy of OCSTA's *Together in Faith – Care for Our Common Home – A Collection of School Board Practices*.

2. Report on Trustee Conferences Attended

Student Trustee Yott highlighted the OSTA-AECO Fall General Meeting held on November 4-7, 2021.

Trustee Prince reminded Trustees to submit their survey for CCSTA's June AGM.

3. General Discussion to Plan for Future Action

Director Cipriano noted that with the approval of the Ffizer Vaccine for children ages 5-12, Niagara Catholic will be working with the Niagara Region of Health should they need our Secondary schools. Director Cipriano also noted that parental consent will be required to administer the vaccine.

4. Trustee Information

4.1 Calendar of Events – December 2021

Director Cipriano highlighted the December 2021 calendar of events.

4.2 Annual Faith Formation & Luncheon for Priests, Trustees, Principals, Vice-Principals, Administrators and Chaplaincy Leaders – December 9, 2021

Director Cipriano extended an invitation to the Annual Faith Formation and asked Trustees to confirm their attendance with Anna Pisano.

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 Sicoli
Seconded by Trustee Prince

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 8:19 p.m. and reconvened at 8:53 p.m.

G. REPORT ON THE IN-CAMERA SESSION

Moved by Trustee Sicoli
Seconded by Trustee Prince

THAT the Niagara Catholic District School Board report the motions from the In Camera Session of the Board Meeting of November 23, 2021.

CARRIED

SECTION A: STUDENT TRUSTEES PRESENT

Moved by Trustee Sicoli
Seconded by Trustee Prince

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 October 26, 2021, as presented.

CARRIED (Item F1)

Moved by Trustee Sicoli
Seconded by Trustee Prince

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 November 9, 2021, as presented.

CARRIED (Item F2)

SECTION B: STUDENT TRUSTEES EXCLUDED

Moved by Trustee Sicoli
Seconded by Trustee Prince

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 October 26, 2021, as presented.

CARRIED (Item F4)

Moved by Trustee Sicoli
Seconded by Trustee Prince

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 November 9, 2021, as presented.

CARRIED (Item F5)

Moved by Trustee Sicoli
Seconded by Trustee Prince

THAT the Niagara Catholic District School Board approve the recommendation as outlined in Item F11.1 of the In Camera Agenda.

CARRIED (Item F11.1)

H. FUTURE MEETINGS AND EVENTS

I. MOMENT OF SILENT REFLECTION FOR LIFE

J. ADJOURNMENT

Moved by Trustee Sicoli
Seconded by Trustee Prince

THAT the November 23, 2021 meeting of the Niagara Catholic District School Board be adjourned.

CARRIED

This meeting was adjourned at 8:55 p.m.

Minutes of the Meeting of the Niagara Catholic District School Board held on **November 23, 2021**.

Approved on **December 21, 2021**.

Larry Huibers
Chair of the Board

Camillo Cipriano
Director of Education/Secretary -Treasurer

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

PUBLIC SESSION

**TITLE: MINUTES OF THE BOARD MEETING OF
NOVEMBER 30, 2021**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Minutes of the Board Meeting of November 30, 2021, as presented.



MINUTES OF THE SPECIAL BOARD MEETING

TUESDAY, NOVEMBER 30, 2021

Minutes of the Special Meeting of the Niagara Catholic District School Board, held electronically on Tuesday, November 30, 2021 at 6:30 p.m.

The meeting was called to order at 6:30 p.m. by Chair Huibers.

A. ROUTINE MATTERS

1. **Opening Prayer**

Opening Prayer were led by Trustee Sicoli.

2. **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		✓		
Student Trustees				
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 Burtnik

Seconded by Trustee Sicoli

THAT the Niagara Catholic District School Board approve the Agenda of the Special Board Meeting of November 30, 2021, as presented.

CARRIED

4. Disclosure of Interest

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

B. COMMITTEE AND STAFF REPORTS

1. Audited Consolidated Financial Reports 2020-2021

Giancarlo Vetrone, Superintendent of Business & Financial Services and Rosa Rocca, Controller of Business & Financial Services presented the Audited Consolidated Financial Reports 2020-2021.

Superintendent Vetrone and Controller Rocca answered questions of Trustees.

Moved by Trustee Sicoli

Seconded by Trustee Burtnik

THAT the Niagara Catholic District School Board approve the Audited Consolidated Financial Reports 2020-2021, as presented.

CARRIED

C. MOMENT OF SILENT REFLECTION FOR LIFE

D. ADJOURNMENT

Moved by Trustee Burkholder

Seconded by Trustee Sicoli

THAT the November 30, 2021 Special Meeting of the Niagara Catholic District School Board be adjourned.

CARRIED

This meeting was adjourned at 6:58 p.m.

Minutes of the Special Meeting of the Niagara Catholic District School Board held on **November 30, 2021**.

Approved on the **December 21, 2021**.

Larry Huibers
Chair of the Board

Camillo Cipriano
Director of Education/Secretary -Treasurer

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

PUBLIC SESSION

**TITLE: MINUTES OF THE BOARD MEETING OF
DECEMBER 7, 2021**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Minutes of the Board Meeting of December 7, 2021, as presented.



MINUTES OF THE ANNUAL ORGANIZATIONAL MEETING OF THE BOARD TUESDAY, DECEMBER 7, 2021

Minutes of the Annual Organizational Meeting of the Niagara Catholic District School Board, held on Tuesday, December 7, 2021, at 6:00 p.m. in the Father Kenneth Burns C.S.C. Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

A. ROUTINE MATTERS

1. Meeting Call to Order – Camillo Cipriano, Director of Education/CEO/Secretary-Treasurer

The meeting was called to order at 6:00 p.m. by Chief Executive Officer and Director of Education Camillo Cipriano, in accordance with section 208-4 of the Education Act.

Director Cipriano welcomed guests and thanked Bishop Bergie, Honorary Chair of the Board for attending the Annual Organizational Meeting of the Board for 2021.

2. Land Acknowledgement – Steffen Zylstra, Student Trustee

Student Trustee Steffen Zylstra opened the 2021 Annual Organizational Meeting of the Board with a Land Acknowledgement.

3. Opening Prayer – (Most Rev.) Gerard P. Bergie, D.D., Bishop of St. Catharines, Honorary Chair of the Board

Director Cipriano informed the guests in attendance that at the Organizational Meeting of the Board in 2014, the first action of the elected Board of Trustees was to approve a motion naming His Excellency - Bishop Gerard Bergie as the Honourary Chair of the Niagara Catholic District School Board.

Director Cipriano expressed gratitude to Bishop Bergie for his spiritual leadership, his support of Catholic education and his partnership with Niagara Catholic.

His Excellency then thanked Director Cipriano for his kind words and the opportunity to participate in the Annual Organizational Meeting of the Board.

Bishop Bergie led the 2021 Annual Organizational Meeting of the Board with a dedicated Advent reflection and prayer.

On behalf of the Board and the students of Niagara Catholic, Director Cipriano presented Bishop Bergie with a box of Christmas cards designed from artwork submitted by students of Niagara Catholic.

4. **Roll Call**

Director Cipriano 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	✓			
Student Trustees				
Sydney Yott		✓		
Steffen Zylstra	✓			

Special Guest:

Honorary Chair: (Most Rev.) **Gerard P. Bergie**, D.D., Bishop of St. Catharines
 Harry Korosis, Board Solicitor

The following staff were in attendance:

Camillo Cipriano, Director of Education; **Ted Farrell**, **Lee Ann Forsyth-Sells**, **Kimberly Kinney**, **Gino Pizzoferrato**, Superintendents of Education; **Giancarlo Vetrone**, Superintendent of Business & Financial Services; **Clark Euale**, Controller of Facilities Services; **Anna Pisano**, Recording Secretary/Administrative Assistant, Corporate Services

5. **Approval of the Agenda**

Moved by Trustee Prince

Seconded by Trustee Burtnik

THAT the Niagara Catholic District School Board approve the Agenda of the Annual Organizational Meeting of the Board of December 7, 2021, as presented.

CARRIED

6. **Declaration of Conflict of Interest**

No Disclosures of Interest were declared with any items on the Agenda of the Annual Organizational Meeting of the Board.

7. **Election Procedures**

Director Cipriano reviewed the procedures for the election of the Chair and Vice-Chair in accordance with Section 8 Subsection 4 of the Board By-Laws, asked if there were any questions of the procedures before proceeding and appointed Harry Korosis, Board Solicitor and Superintendent Forsyth-Sells, as scrutineers if required.

8. **Election of Chair**

Director Cipriano called for nominations for the position of Chair of the Board.

Moved by Trustee Burtnik

THAT Trustee Huibers be nominated for the position of Chair of the Niagara Catholic District School Board to hold office from December 7, 2021 until the 2022 Organizational Meeting of the Board.

Director Cipriano asked Trustee Huibers if he wished to stand for the position of Chair of the Niagara Catholic District School Board. Trustee Huibers accepted the nomination.

Moved by Trustee Turner

THAT Trustee Sicoli be nominated for the position of Chair of the Niagara Catholic District School Board to hold office from December 7, 2021 until the 2022 Organizational Meeting of the Board.

Director Cipriano asked Trustee Sicoli if he wished to stand for the position of Chair of the Niagara Catholic District School Board. Trustee Sicoli accepted the nomination.

Following three calls for nominations there were no further nominations forthcoming.

Moved by Trustee Burtnik

Seconded by Trustee Moody

THAT the nominations for the position of Chair of the Niagara Catholic District School Board be closed.

CARRIED

Following the counting of the ballots, a tie was declared. A second vote was taken and was also declared a tie. In compliance with Board By-Laws, the two nominees drew straws for the position of Chair. Straws were drawn alphabetically by last name with the person drawing the long straw elected. Trustee Huibers was elected by straw ballot to the position of Chair of the Niagara Catholic District School Board to hold office from December 7, 2021 until the 2022 Organizational Meeting of the Board.

Moved by Trustee Burtnik

Seconded by Trustee Prince

THAT the ballots for the election of the Chair of the Niagara Catholic District School Board be destroyed.

CARRIED

Director Cipriano turned over the Chairship of the Annual Organization Meeting of the Board to Chair Huibers.

9. **Election of Vice-Chair**

Chair Huibers called for nominations for the position of Vice-Chair of the Board.

Moved by Trustee Prince

THAT Trustee Burkholder be nominated for the position of Vice-Chair of the Niagara Catholic District School Board to hold office from December 7, 2021 until the 2022 Organizational Meeting of the Board.

CARRIED

Chair Huibers asked Trustee Burkholder if she wished to stand for the position of Vice-Chair of the Niagara Catholic District School Board. Trustee Burkholder accepted the nomination.

Moved by Trustee Fera

THAT Trustee Moody be nominated for the position of Vice-Chair of the Niagara Catholic District School Board to hold office from December 7, 2021 until the 2022 Organizational Meeting of the Board.

CARRIED

Chair Huibers asked Trustee Moody if he wished to stand for the position of Vice-Chair of the Niagara Catholic District School Board. Trustee Moody accepted the nomination.

Following three calls for nominations there were no further nominations forthcoming.

Moved by Trustee Turner

Seconded by Trustee Prince

THAT the nominations for the position of Vice-Chair of the Niagara Catholic District School Board be closed.

CARRIED

Following the counting of the ballots, a tie was declared. A second vote was taken and was also declared a tie. In compliance with Board By-Laws, the two nominees drew straws for the position of Vice-Chair. Straws were drawn alphabetically by last name with the person drawing the long straw elected. Trustee Moody was elected by straw ballot to the position of Vice-Chair of the Niagara Catholic District School Board to hold office from December 7, 2021 until the 2022 Organizational Meeting of the Board.

Moved by Trustee Prince

Seconded by Trustee Turner

THAT the ballots for the election of the Chair and Vice-Chair of the Niagara Catholic District School Board be destroyed.

CARRIED

10. **Chair's Remarks**

A copy of Chair Huibers remarks are attached to the Minutes for information and are posted on the *Board*, and *My Niagara Catholic* websites.
(Appendix A)

11. Vice-Chair's Remarks

A copy of Vice-Chair Moody's remarks are attached to the Minutes for information are posted on the *Board, and My Niagara Catholic* websites.
(Appendix B)

B. COMMITTEE AND STAFF REPORTS

1. Board Committees

Director Cipriano presented the Report on Board Committees, in accordance with Board By-Law 19 which calls for Trustee membership on Board Ad Hoc, Statutory, Standing and Liaison Committees until November 30, 2022.

Director Cipriano stated that members to the committees are appointed by the Chair of the Board in consultation with the Vice-Chair of the Board. He asked that Trustees submit their completed form to the Office of the Director of Education by the December 21, 2021 Board Meeting.

In compliance with Board By-laws, the Chair, in consultation with the Vice-Chair will appoint trustees to the various committees of the Board. A report on the recommended names will be presented at the January 11, 2022 Committee of the Whole meeting for a recommendation to the January Board meeting for approval of Board Committees for 2022.

Moved by Trustee Burtnik

Seconded by Trustee Sicoli

THAT the Niagara Catholic District School Board approve the continuation of the following Ad Hoc Committees for the year 2022:

- Blessed Trinity Catholic Family of Schools Attendance Area Ad Hoc Committee
- Denis Morris, Holy Cross, and Saint Francis Catholic Family of Schools Attendance Area Ad Hoc Committee
- Growth and Retention Committee
- Lakeshore Catholic Family of Schools Attendance Area Ad Hoc Committee
- Notre Dame College Family of Schools Attendance Area Ad Hoc Committee
- Saint Michael and Saint Paul Catholic Family of Schools Attendance Area Ad Hoc Committee

CARRIED

C. MOMENT OF SILENT REFLECTION FOR LIFE

D. ADJOURNMENT

Moved by Trustee Prince

Seconded by Trustee Sicoli

THAT the December 7, 2021 Annual Organizational Meeting of the Niagara Catholic District School Board be adjourned.

CARRIED

This meeting was adjourned at 6:37 p.m.

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

Approved on **December 21, 2021.**

Larry Huibers
Chair of the Board

Camillo Cipriano
Director of Education/Secretary -Treasurer

CHAIR HUIBERS' REMARKS

**Annual Organizational Meeting
of the Niagara Catholic District School Board
December 7, 2021**

Your Excellency, Fellow Trustees, Students and Families of Niagara Catholic, Staff and Supporters of Catholic Education

In this season of Advent as we look forward to celebrating the blessed arrival of Jesus, we have reason to look forward with great optimism of what can be.

What can be is a great educational and spiritual experience for all the students and their families.

What can be is a recognition of the strength the community can bring to make Catholic education a positive experience.

What can be is the foundation for all students to achieve their highest potential.

What can be is the reward staff realize in following their vocation to making a difference, in whatever role they play within the Niagara Catholic environment.

Through reflection and purpose, we, the Trustees, have a great duty to advance the vision as developed in the new Multi Year Strategic Plan. This plan was imagined by the whole of the Niagara Catholic community. The Plan is based on a common goal of making Catholic Education in Niagara something to celebrate. There are challenges and we must be mindful of them and how those challenges impact on people's lives. We must respect differences and embrace those differences because that strengthens the foundation of Niagara Catholic.

I ask that the Trustees find ways to find common good and put differences aside so we can serve those we have an obligation and duty to support.

I ask that all our partners commit to supporting excellence in the system.

I ask that families continue to support our educational system.

Together we can make 2021/2022 a better year towards realizing the Mission, Vision and Values of the Niagara Catholic District School Board.

Thank you

APPENDIX B

VICE-CHAIR MOODY'S REMARKS

Annual Organizational Meeting of the Niagara Catholic District School Board December 7, 2021

I would like to thank everybody here today, Bishop, all the fellow Trustees, educators and so on.

It's been a heck of an experience over the last year. As Chair Huibers said, it's a learning experience, one that we grow. I thank everybody and most of all I thank God. The Bishop once said, when we had a meeting, when do we think about God. That's a good question. I think about God when I get up, and when I go to bed. I came up with the initials GC – Grateful Catholic. I'm a very grateful catholic, and for that, it guides me in the job I do today.

With that, I would like to thank everybody and I hope we can have a very good smooth year and I hope we are able to help our students and our staff along this difficult time with COVID and so on.

Once again thank you.

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

PUBLIC SESSION

TITLE: 2021 BANKING RESOLUTION RE: CAPITAL BORROWING

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the 2021 Borrowing Resolution for Capital Projects of \$25M.

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

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

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

Date: December 21, 2021



REPORT TO THE BOARD DECEMBER 21, 2021

2021 BANKING RESOLUTION RE: CAPITAL BORROWING

BACKGROUND INFORMATION

Niagara Catholic District School Board has continued to implement cash management strategies to optimize cash flow and provide a maximum return on interest revenue to benefit educational programs and services. To optimize our cash flow position Niagara Catholic is implementing a capital borrowing strategy to finance various provincial and federal capital grants including School Condition Improvement funding (SCI), CoVid19 Resilience infrastructure stream (CVRIS), School Renewal Capital, Capital Priorities and Child Care capital projects.

The Education Act contains a provision that requires the Secretary-Treasurer of the Board to provide to the bank a copy of the resolution authorizing the borrowing of funds. This borrowing resolution will permit Niagara Catholic District School Board to periodically borrow funds for current capital projects to provide interim financing until revenues are received from the Province of Ontario or Federal Government. The Board, according to Section 243 of the Education Act, may provide short term financing during the construction of capital projects, or longer if Ontario Financing Authority loan funds are not yet available.

The Superintendent of Business and Financial Services continues to work with the Board's banker, CIBC, to negotiate arrangements which will accommodate the borrowing requirements of the Niagara Catholic District School Board. We continue to minimize service costs to the Board and ensure that borrowing rates are the best available in the industry to afford the Board the lowest overall banking and financing costs.

Niagara Catholic District School Board is subject to cash flow decisions of the Province and should have a borrowing resolution in place to provide interim financing should our cash flow change. It is recommended that the 2021 borrowing authority be set at \$25M.

APPENDIX A: Borrowing Resolution (Capital)

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the 2021 Borrowing Resolution for Capital Projects of \$25M.

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

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

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

Date: December 21, 2021

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD

Borrowing Resolution (Capital)

A RESOLUTION AUTHORIZING THE NIAGARA CATHOLIC DISTRICT SCHOOL BOARD (the “Board”) TO BORROW MONEY PURSUANT TO THE PROVISIONS OF THE EDUCATION ACT (the “Act”) TO FINANCE SHORT TERM CAPITAL PROJECTS AS PER THE BOARD’S MINISTRY OF EDUCATION’S 2021 COVID-19 RESILIENCE INFRASTRUCTURE STREAM (CVRIS), SCHOOL CONDITION IMPROVEMENT, CAPITAL RENEWAL, AND OTHER CAPITAL FUNDING.

WHEREAS:

- A. The Board has authorized the short term capital financing as detailed in the Board Report accompanying this Resolution;
- B. The Board wishes to apply to the Canadian Imperial Bank of Commerce (“CIBC”) for a capital loan/line of credit for the purpose of financing short term capital projects;
- C. The total cost of the related capital projects is within the Board’s Debt and Financial Obligation Limit as established by the Ministry of Education and Training.

THEREFORE, BE IT RESOLVED as follows:

- 1. The Chairperson and the Director of Education (two signing officers) of the Board are authorized on behalf of the Board to borrow up to \$25M for growth-related Capital costs in accordance with the Act, plus interest.
- 2. The Chairperson and the Director of Education are authorized for and on behalf of the Board to execute and deliver all such documents to do such other acts and things as may be necessary to give full effect of this resolution.

We hereby certify that the foregoing is a true and complete copy of a Resolution of the Board in the Province of Ontario, duly passed at a meeting of the Board and that this Resolution is in force and full effect.

Dated this 21st day of December, 2021.

Chairperson

Director of Education and Secretary

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

PUBLIC SESSION

**TITLE: TRUSTEE INFORMATION
CALENDAR OF EVENTS – JANUARY 2022**

JANUARY 2022

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
Christmas Break December 24—January 7, 2022						
9	10	11	12	13	14	15
		Policy Meeting SAL Meeting CW Meeting	SEAC Meeting	NCPIC Meeting		
16	17	18	19	20	21	22
					Elementary P.A. Day	
23	24	25	26	27	28	29
		Board Meeting			Secondary Exams	
	30	31				
	Secondary Exams					

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

PUBLIC SESSION

**TITLE: TRUSTEE INFORMATION
2022 OCSTA/OCSBOA BUSINESS SEMINAR – APRIL 21, 2022**



Ontario Catholic School Trustees' Association

December 14, 2021

MEMORANDUM

TO: All Catholic School Trustees, Directors of Education & Senior Business Officials

FROM: Stephen Andrews, Director of Legislative & Political Affairs

SUBJECT: **2022 OCSTA/OCSBOA Business Seminar – Registration**

The annual OCSTA/OCSBOA Business Seminar is scheduled for Thursday, April 21, 2022 at the Fairmont Château Laurier (1 Rideau Street, Ottawa, ON, K1N 8S7).

Please click [here](#) to register online. To access the Preliminary Program, please click [here](#).

Please submit payment by **April 8, 2022** to:

Attention: Ashlee Cabral
OCSTA
1804-20 Eglinton Avenue West
Box 2064
Toronto, ON M4R 1K8

Cancellations

The deadline date for full refund of seminar registration fees, due to cancellation, is April 1, 2022.

A 50% administrative charge will apply to each cancelled registration received after April 1, 2022 and before April 8, 2022.

No refund, under any circumstance, will be available for cancellations received after April 8, 2022 however, substitutions will be accepted. Confirmed registrants who do not attend the event are responsible for the full registration fee.

All cancellations must be submitted to Ashlee Cabral by email at acabral@ocsta.on.ca within the stated timelines.

Box 2064, Suite 1804
20 Eglinton Avenue West
Toronto, Ontario M4R 1K8
T. 416.932.9460 F. 416.932.9459
ocsta@ocsta.on.ca www.ocsta.on.ca

Patrick J. Daly, *President*
Michael Bellmore, *Vice President*
Nick Milanetti, *Executive Director*



Ontario Catholic School
Trustees' Association



2022 OCSTA/OCSBOA BUSINESS SEMINAR

Thursday, April 21, 2022, 10:30 am – 3:00 pm
Fairmont Château Laurier

Program

10:30 am	Registration
11:30 am – 12:15 pm	Lunch
12:15 pm – 12:30 pm	Welcome & Opening Remarks <i>Patrick J. Daly, President, OCSTA</i> <i>Michael Gray, President, OCSBOA</i>
12:30 pm – 1:30 pm	Keynote Speaker - “Cybersecurity Issues Confronting School Boards” <i>Ryan Duquette</i> <i>Partner, RSM Canada</i>
1:30 pm – 2:15 pm	“Economic Issues Impacting Ontario and Canada” <i>Robert Lavigne</i> <i>Managing Director of Economic Research, OMERS</i>
2:15 pm – 3:00 pm	Panel - “Capital Planning & Pupil Accommodation Reviews – Key Issues” <i>Daniel Del Bianco</i> <i>Associate Director of Education, Corporate Services, Dufferin-Peel CDSB</i> & <i>Mathew Thomas</i> <i>Superintendent, Planning & Operations, Dufferin-Peel CDSB</i>
3:00 pm	Closing Remarks <i>Michael Bellmore, Vice President, OCSTA</i>

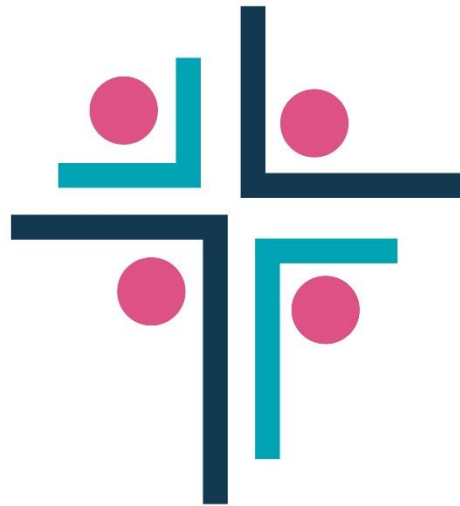
**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
DECEMBER 21, 2021**

PUBLIC SESSION

**TITLE: TRUSTEE INFORMATION
OCSTA 2022 AGM – APRIL 21-23, 2022**



Ontario Catholic School
Trustees' Association



COMMUNITIES OF FAITH & RESILIENCE

92ND ANNUAL GENERAL MEETING & CONFERENCE

APRIL 21 - 23, 2022

Fairmont Château Laurier
1 Rideau Street, Ottawa, ON K1N 8S7

Co-Hosted by the Ottawa Catholic School Board

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Dates to Remember

January 10, 2022 12:00 pm (EST)	Deadline for <i>Trustee Award of Merit</i> nominations.
January 10, 2022 12:00 pm (EST)	Deadline for <i>Student Trustee Alumnus Award</i> nominations.
January 28, 2022 12:00 pm (EST)	Deadline for receipt of Annual General Meeting Resolutions from Boards.
March 4, 2022	Deadline for Early Bird registration discount. Full payment must be received in the OCSTA office by this date in order to receive the discounted rate. No exceptions.
March 11, 2022	Cancellation deadline for full refund of registration fees. See "Cancellations" for more information regarding refunds.
March 30, 2022	Deadline for booking rooms at the Hotel Fairmont Château Laurier within the discounted OCSTA block. See "Hotel Reservations and Room Rates" for information regarding fees and cancellation penalties.
April 1, 2022	Cancellation deadline for full refund of purchased Spousal Breakfast Ticket and Annual Dinner Ticket(s).
March 30, 2022 9:00 am (EST)	Deadline for Nominations: OCSTA President, Vice-President and Representative to the CCSTA Board of Directors
April 20, 2022 8:40 am (EST)	Deadline for receipt of Proxy Forms. Must be sent via email to Connie Araujo-De Melo at cdemelo@ocsta.on.ca
April 22, 2022 9:00 am (EST)	All proxy badges must be collected from the OCSTA Registration Desk. Proxies not collected by the deadline will be deemed invalid.

Delegate Registration Information

Conference Registration Fees

Early Bird Fee (until March 4, 2022)
\$762.75 (\$675.00 + \$87.75 HST)

Full payment must be received in the OCSTA office by March 4, 2022 in order to receive the discounted rate. No exceptions. Please allow sufficient time for your payment to be processed by your accounting department and delivered to OCSTA.

Regular Fee (after March 4, 2022)
\$836.20 (\$740.00 + \$96.20 HST)

Student Trustee Fee
Same as above

Spousal Breakfast Package
\$56.50 (\$50.00 + \$6.50 HST) – *includes Friday and Saturday breakfast*

Note: This offer will be reviewed yearly based on space availability.

Additional Annual Dinner Ticket
\$101.70 (\$90.00 + \$11.70 HST) – *includes gratuities*

Delegate registration fees include admission to all sessions, receptions and meals, including breakfast, lunch and the Annual Dinner.

Registration

For on-line registration, please click [here](#). *A separate registration will have to be completed for each delegate.*

Please make cheques payable to:

OCSTA

Attention: Marie Palombi

1804 – 20 Eglinton Avenue West
Box 2064, Toronto, ON M4R 1K8

Note: There is no cost for attending the business session only. However, meals are not provided and individuals must register before **April 11, 2022**. Requests for a reduction in fees for partial attendance will not be accepted.

Business Session consists of:

- Nominations report (if required)
- President's address
- Introduction of and address by candidates (if required)
- Presentation of Audited Financial Statements
- Resolutions session(s)
- Report of the returning officer re: election(s) (if required)

Name Badges

Name badges are required for admission to all AGM & Conference functions. Delegates are asked to wear their name badges at all times.

Conference Package

The conference package will be distributed to delegates at the event and will contain:

- Resolutions package
- Copy of auditor's report
- Other material as appropriate.

Cancellations

Registration Fees:

Up to March 11, 2022 – full refund

March 12 to March 18, 2022 – 75% of the registration fee will be refunded.

March 19 to March 25, 2022 – 50% of the registration fee will be refunded.

After March 25, 2022 – no refund, under any circumstances will be issued – substitutions are welcomed.

Spousal Breakfast Ticket and Additional Annual Dinner Ticket:

A full refund will be issued for cancellations received by **April 1, 2022**. After that date, no refunds will be issued, however substitutions are welcomed.

All cancellations must be submitted in writing to Marie Palombi at mpalombi@ocsta.on.ca.

Hotel & Meals

Hotel Reservations and Room Rates

Fairmont Château Laurier

The Fairmont Château Laurier has set aside a block of rooms for delegates and guests attending the OCSTA 2022 AGM & Conference, starting at the discounted rate of \$289.00/night + applicable taxes. For those wishing to extend their stay, the above nightly rates will also apply to pre- and post-event dates and will be based on availability.

Once delegates have registered for the event, if required, please make room reservations directly with the hotel by clicking [here](#) or call 1-800-441-1414.

The deadline date for room reservations is **March 30, 2022**. After this date the discounted rate will be provided based on availability.

IMPORTANT HOTEL POLICIES:

- Cancellations must be made at least 72 hours prior to arrival. Late cancellations will be charged at the quoted group rate and no shows will be charged for 1 night at the quoted group rate.
- Check in: 4:00 pm, Check out: 12:00 pm.
- A valid credit card is required to guarantee individual reservations.
- Guests will be responsible for all charges associated with their room.
- **Parking at Château Laurier:** Valet parking is available at a rate of \$50/day + applicable taxes for registered guests (prices subject to change without notice). Additional alternate parking is available within walking distance for registered and non-registered guests.

Meals & Receptions

Our Conference receptions provide opportunities to meet other trustees and colleagues from across the province. There will be three receptions held during the conference.

The registration fee for delegates covers the cost of all meals offered during the OCSTA AGM & Conference.

The following is a summary of the receptions and meals planned for OCSTA's AGM & Conference.

April 21

- **Meet & Greet**
Hors d'oeuvres, cash bar

April 22

- **Delegate Breakfast**
- **Delegate Lunch**
- **Annual Dinner Reception**
- **Annual Dinner**

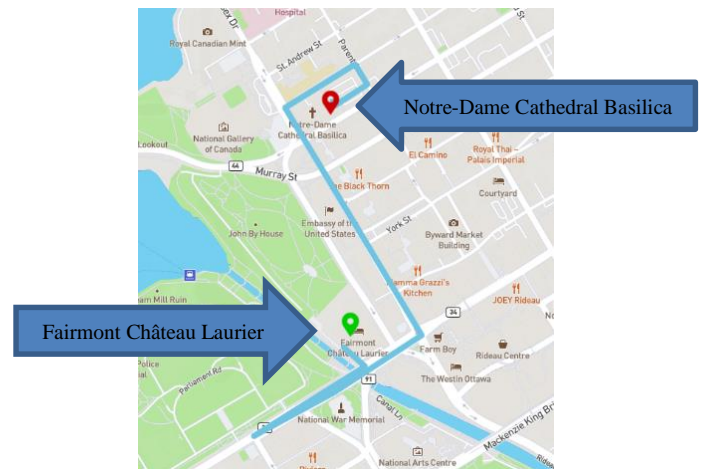
April 23

- **Delegate Breakfast**

If you have any special dietary needs (not preferences), please indicate such on the registration form.

Eucharistic Celebration

Mass will be celebrated on Friday, April 22, at 5:00pm at Notre-Dame Cathedral Basilica, located at 385 Sussex Drive, Ottawa, ON K1N 1J9 – a few short blocks from the Fairmont Château Laurier. The Cathedral is within walking distance, however, transportation will be available.



Business Sessions

Nominations

Nominations are open for the following positions:

- [OCSTA President](#)
- [OCSTA Vice President](#)
- [OCSTA Representative to the CCSTA Board of Directors](#)

Please click the links above for nomination forms. Additional forms may be reproduced locally as required. The deadline date for nominations is **9:00 a.m. (EST) on March 30, 2022.**

A list of all nominations received in the OCSTA office by March 30, 2022 will be distributed to all member boards no later than **April 4, 2022.**

If however, no nominations for the positions of OCSTA President, Vice President or for the Representative to the CCSTA Board of Directors are received by the deadline, nominations shall remain open until 7:00 am on Friday, April 22, 2022.

Voters' List

All trustees are deemed to be Trustee Members of the Association and are eligible to vote.

Your AGM & Conference badge must be worn at all times as it identifies your eligibility to vote.

Resolutions

The resolutions process provides member boards with the opportunity to bring important issues that have provincial implications to the attention of all trustees in the province. Guidelines for preparing resolutions are available [here](#). The deadline date for receipt of resolutions in the OCSTA office is **12:00 pm EST, January 28, 2022.**

Generally, voting at business sessions will be by a show of hands. Delegates carrying proxies must have and show a valid proxy badge. In the event that a recorded vote is needed, ballots will be distributed.

Proxy Votes

Trustee Members who cannot attend the Annual General Meeting may appoint a proxy to vote on their behalf. We have outlined below some rules governing the appointment of proxies.

NOTE: No appointment as proxy shall entitle any individual to vote at any meeting of the Members unless the appointment:

- a. is in writing in the appropriate form set out herein;
- b. has been completed in all respects;
- c. has been witnessed by a Roman Catholic who has attained the age of eighteen years and who has completed the Declaration of Witness;
- d. has been delivered to the Head Office of the Corporation no later than 48 hours, excluding Saturdays and Holidays, before the meeting of the Members is scheduled to commence; and
- e. the individual has registered as proxy with the Registration Desk no later than 9:00 am on the day the meeting of the Members is to commence.

A proxy form is available [here](#). Additional forms may be reproduced locally as required.

The deadline date for receipt of Proxy Forms by email to Connie Araujo-De Melo is **8:40 am (EST), April 20, 2022.**

Should you have any questions, please contact Connie Araujo-De Melo at cdemelo@ocsta.on.ca or call the OCSTA office at 416-932-9460.

Award Nominations

Trustee Award of Merit

Click [here](#) to link to the memo and nomination form. Deadline: January 10, 2022, 12:00 pm EST.

Student Trustee Alumni Award

Click [here](#) to link to the memo and nomination form. Deadline: January 10, 2022, 12:00 pm EST.

Spousal Activities



We look forward to welcoming all delegates and spouses to downtown Ottawa for OCSTA's 92nd AGM & Conference!

To assist you in planning some entertaining and enjoyable activities, please click on the following link:

<https://www.ocsta.on.ca/ocsta/wp-content/uploads/2021/11/Spousal-Activity-Guide-OCSTA-AGM-2022.pdf>



Ontario Catholic School
Trustees' Association



COMMUNITIES
OF
FAITH & RESILIENCE

92ND ANNUAL GENERAL MEETING & CONFERENCE

APRIL 21 - 23, 2022

Fairmont Château Laurier
1 Rideau Street
Ottawa, ON K1N 8S7

THURSDAY, APRIL 21	
3:00 pm Wabano Centre	First Nation Trustees Advisory Council Meeting
5:30 pm Drawing Room Foyer	Registration
5:30 pm Laurier Room & Alcove	Meet & Greet Reception (Cash Bar)
6:30 pm Ballroom	Opening Liturgy Ottawa CSB
7:00 pm Ballroom	Opening Remarks Todd Lalonde , Conference Chair, OCSTA Patrick J. Daly , President, OCSTA
7:30 pm	Evening on Your Own
FRIDAY, APRIL 22	
7:30 am Drawing Room Foyer	Registration
7:30 am Adam Room	Buffet Breakfast Visit Sponsor Booths
8:30 am Ballroom	Morning Praise Fr. Patrick Fitzpatrick , Chaplain, OCSTA
8:40 am Ballroom	OCSTA President's Report Patrick J. Daly
9:10 am Ballroom	Nominations Report & Introduction of Candidates Beverley Eckensweiler , Past President, OCSTA
9:20 am Ballroom	"Keynote – Resilience & Empathy in Education" Dr. Jean Clinton , Author, Clinical Professor, Department of Psychiatry & Behavioural Neurosciences, McMaster University
10:45 am Drawing Room Foyer	Break Visit Sponsor Booths
11:00 am Ballroom	Presentation of Financial Report Marino Gazzola , Chair, Budget & HR Committee, OCSTA
11:10 am L'Orangerie Room	Student Trustees Workshop: "Equity and Inclusion" Ben Donji-Ateawung , Student Trustee, Ottawa CSB Sara Urquia-Urias , Student Trustee, Ottawa CSB Dr. Prince Ehoru , Equity & Diversity Advisor, Ottawa CSB
11:10 am Ballroom	Resolutions Session
12:30 pm Drawing Room	Elections
12:30 pm Adam Room	Buffet Lunch Visit Sponsor Booths
12:30 pm L'Orangerie Room	Student Trustees Lunch
1:45 pm Ballroom	The Honourable Stephen Lecce Minister of Education (Invited)

FRIDAY, APRIL 22 (CONT'D)	
2:15 pm	Concurrent Workshops
Canadian Room	#1 "An Equity and Human Rights Overview for School Board Leaders" Melanie McNaught , Partner, Filion Wakely Thorup Angeletti LLP Casey Dockendorff , Partner, Filion Wakely Thorup Angeletti LLP
MacDonald Room	#2 "Strategies to Address Anti-Black Racism and Promoting a Culture of Inclusion" Tom D'Amico , Director of Education Ottawa CSB
Quebec Suite	#3 "Truth and Reconciliation – Moving to Action" Debbie Kealey , Superintendent of Leading & Learning, Ottawa CSB Alanna Trines , Indigenous Education Lead (K-12), Ottawa CSB
Laurier Room	#4 "Urban School Boards and the Impact of Demographic Change" Jack Ammendolia , Managing Partner & Director - Education, Watson & Associates Economists, Ltd.
3:15 pm Ballroom	Report of the Returning Officer Introduction of Elected and Appointed Board Members TBD
4:30 pm – 4:45 pm	Delegates to board buses for Mass
5:00 pm Notre-Dame Cathedral	Mass, Commissioning Ceremony & Special Presentations Most Reverend Marcel Damphousse , Archbishop of Ottawa , Celebrant
6:30 pm Drawing Room Foyer	Silent Auction (6:30 pm – 8:30 pm)
6:30 pm French Corridor	Reception (Cash Bar) Visit Sponsor Booths
7:00 pm Ballroom	Annual Dinner & Award Presentations
SATURDAY, APRIL 23	
7:45 am Adam Room	Buffet Breakfast Visit Sponsor Booths
8:45 am Ballroom	Morning Praise Ottawa CSB
9:00 am Ballroom	"Truth and Reconciliation: Calls to Action and Catholic Education" Speaker, TBA
10:00 am Ballroom	"Catholic Education: The Enduring Gift" Dr. Mark G. McGowan , Author, Professor of History, University of Toronto, Interim Principal & Vice-President, University of St. Michael's College
11:00 am Ballroom	Closing, Grand Prize Draw & Adjournment



Ontario Catholic School
Trustees' Association

Duty of Care Statement

The Ontario Catholic School Trustees' Association is committed to providing a safe and healthy environment for all meeting participants. Our decisions and preventive measures will be guided by the requirements and recommendations of the Federal, Ontario and local government authorities. We are working with the Fairmont Château Laurier on implementing preventative measures to reduce the potential spread of the COVID-19 virus at our 2022 Annual General Meeting and Conference. Prevention measures include:

- Provide sanitizing or disinfection materials for general attendee use;
- Increase cleaning and disinfection across high-volume common areas;
- Monitor recommendations from the relevant health authorities and the local government and city officials;
- Encourage attendees to adopt some best practices to act in their own best interest and in the best interest of their fellow attendees;
- Safety guidelines will be enforced, and non-compliance will be cause for removal from the event.

The responsibility for a safe and healthy environment is shared among OCSTA, the Fairmont Château Laurier, and every attendee. All participants are expected to follow and abide by the safety precautions OCSTA is implementing to protect against the spread of COVID-19.

By attending this OCSTA event in person, you agree to follow and engage in certain beneficial health and safety behaviours while attending the event. This may include, but is not limited to, daily self-assessments, on-site screening, wearing a mask, engaging in appropriate physical distancing, and not attending the event in person if you are ill or have been recently exposed to COVID-19. You may be asked to leave the event based on non-compliance with OCSTA, the venue and government policies.

Attendees are asked to manage their own preparedness and behavior as well:

- If you are feeling feverish or coughing prior to arriving at the event, please stay home and notify the event organizer;
- Wear a mask where required to do so by government regulations or venue protocols;
- Wash your hands often with soap and water for at least 20 seconds, especially after going to the washroom; before eating; and after blowing your nose, coughing, or sneezing;
- If soap and water are not readily available, use an alcohol-based hand sanitizer with at least 60% alcohol;
- Avoid touching your eyes, nose, and mouth;
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash;
- Maintain social distancing;
- Disinfect personal items such as cell phones and laptops that you use often;

- Restrain from handshakes, and other physical contact with others;
- Be considerate of fellow attendees and exercise good judgement.

As part of your Duty of Care responsibilities, you should not attend the AGM & Conference in person if you:

- Are experiencing, or within the 10 days prior, have experienced signs and symptoms of COVID-19;
- Believe that you may have been exposed to a confirmed or suspected case of COVID-19;
- Have been diagnosed with COVID-19 and are not yet cleared as non-contagious by the health care team responsible for your treatment;
- Have not been fully vaccinated.

Attendees should self-monitor for signs and symptoms of COVID-19 and are asked to contact Marie Palombi at mpalombi@ocsta.on.ca if you experience symptoms of COVID-19 within 10 days after attending the AGM & Conference. Should any positive cases be reported within the 10-day timeframe, OCSTA will communicate this information to all registered in person participants.

You agree to follow to the precautions and policies above and understand that you are knowingly and freely assuming all risks related to illness and infectious diseases, such as COVID-19 by attending the AGM & Conference in person. You understand that refusal to follow these policies and abide by these precautions may result in immediate removal from the event and cancellation of the registration, without receiving a refund.

Policies are subject to change if ordered by the Federal, provincial, or local government, or by the Fairmont Château Laurier.



Proof of Vaccination Status at Fairmont Château Laurier

Fairmont Château Laurier acts in accordance with Ontario government mandates to aid in preventing the spread of COVID-19. As of September 22, 2021, guests will be asked to present a proof of vaccination status (two doses plus 14 days) and a photo ID in order to dine in our restaurants, to access any event spaces for meetings or dining or when visiting our pool and fitness centre. Employees are also required to provide proof of vaccination status to service guests in these aforementioned areas. We sincerely appreciate our guests' compliance as we continue to action our ALLSafe health and cleanliness protocols throughout the hotel, where all guests complete a brief COVID-19 screening upon entry.

Exemptions:

- Children 12 years old and under will be permitted to enter.
- People can attend weddings and funerals until **October 12** as the patron produces the results of an antigen test administered within the previous 48 hours establishing that the person is negative for COVID-19
- Patrons with a medical exemption are required to present identification and a written document on official letterhead from a Physician or Registered Nurse stating the individual is exempt for a medical reason and include any effective time-period for the medical reason which includes the date the patron is seeking access to the hotel. We will require the name and contact information of the physician or registered nurse.

Event organizers are required to:

- inform your participants of the proof of vaccination requirement currently in effect
- refuse access to participants who do not meet the eligibility criteria
- provide us with a list of all participants, including name, phone number and email address (this list will be preserved for 30 days).

For further details, please review:

As of September 22nd in alignment with Ontario's Proof of Vaccination Policy, all guests aged 12 and older will be required to present their proof of vaccination with photo ID to access the following public service areas where face coverings may not be worn at all times:

- Indoor dining venues
- All Meeting and event spaces
- Fairmont Gold Lounge (currently closed)
- Pool and fitness centre



Guests may provide their proof of full vaccination (two doses plus 14 days) as one of the following:

- Ministry of Health COVID-19 Vaccination Receipt
- Government QR Code (available October 22, 2021)

Please note: Ontarians can print or download their vaccination receipt from the [provincial booking portal](#).

Further considerations:

- When not consuming food or drink, guests are required to wear their face covering at all times.
- Guests who are not attending the public settings outlined above do not require presenting their proof of vaccination status.
- Registered guests are not required to provide proof of vaccination status in the event they order In-Room Dining to enjoy in the privacy of their guest room.

Groups Information

For your arrival, please note:

- Effective October 15, 2021 on-site parking will be limited to Registered Hotel Guests through our Valet Parking service only at the rate of \$53.00 per day, plus tax (prices subject to change without notice)
- For local meeting/event attendees, restaurant patrons and registered guests who wish to self-park alternate parking is available within a short distance from the hotel. View map and directions here.
- Photo ID and method of payment is required to check in
- Only registered guests are permitted to check in

For hotel services, please note:

- Per Ontario guidelines, effective September 22 proof of vaccination and photo identification is required to access indoor dining, meeting/event space and the fitness centre/pool area
- Capacity in the pool is limited, reservations are recommended by emailing chateaulaurier@fairmont.com or phone +1 613 241 1414
- Current public health guidelines can be reviewed here: <https://www.ottawapublichealth.ca/en/public-health-topics/novel-coronavirus.aspx?mid=32064>

If you belong to a risk group for COVID-19 (indicated by a “yes” response to any of the questions below), we ask that you postpone your travels until the risk period has passed, in order to help us ensure the wellbeing of all our guests and employees. Please call the hotel and we will happily work with you to reschedule your reservation without any rescheduling fees.

- Within the last 14 days, have you, one of your immediate family members or a person with whom you live, had contact with any person who has tested positive for COVID-19?
- Have you had any symptoms of COVID-19, such as cough, shortness of breath / difficulty breathing, fever, chills / repeated shaking with chills, muscle pain, headache, sore throat, new loss of taste or smell?

If we can assist with any reservations or recommendations in advance of your visit, please reach out to us at: chateaulaurier@fairmont.com or phone +1 613 241 1414