

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
JANUARY 25, 2022**

PUBLIC SESSION

**TOPIC: UNAPPROVED MINUTES OF THE COMMITTEE OF THE
WHOLE MEETING OF JANUARY 11, 2022**

RECOMMENDATION

THAT the Niagara Catholic District School Board receive the unapproved Minutes of the Committee of the Whole Meeting of January 11, 2022, as presented.



MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

TUESDAY, JANUARY 11, 2022

Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, January 11, 2022 in the Father Kenneth Burns c.s.c. Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

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

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayer was led by Trustee Burtnik.

2. Roll Call

Vice-Chair Moody 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, Pat Rocca**, 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 January 11, 2022, 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 December 7, 2021

Moved by Trustee Sicoli

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of December 7, 2021, as presented.

CARRIED

6. Consent Agenda Items

6.1 Holy Childhood Association Fundraiser

Presented for information.

6.2 Staff Development Department Professional Development Opportunities

Presented for information.

6.3 Capital Projects Progress Report Update

Presented for information.

Moved by Trustee Burkholder

THAT the Committee of the Whole adopt consent agenda items.

CARRIED

B. PRESENTATIONS

C. COMMITTEE AND STAFF REPORTS

1. Board Improvement Plan Process Update

Kimberly Kinney, Superintendent of Education presented the Board Improvement Plan Process Update.

Superintendent Kinney answered questions of Trustees.

2. **Back to School Update**

Director Cipriano provided a Back to School reentry plan.

Director Cipriano answered questions of Trustees.

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:

Superintendent Zaroda

- In collaboration with our community partners, business and local government agencies, Niagara Catholic was able to distribute approximately 500 food bags to our students and families in need throughout the Niagara Region. Each Secondary school was provided with 25 bags, 50 bags went to Continuing Education and the remaining distributed to our students within alternative education. We were fortunate to have a group of retired Niagara Catholic "Elves" delivering this year. Thanks to Dan Di Lorenzo, Frank Iannantuono, Ralph DeFazio, Mark Lefebvre, and Dean Stunt for distributing food bags as well as gifts to various families sponsored and supported through various donations received including financial support from our Niagara Catholic Senior Admin Team. A Special Thank You goes to Principal John Belcastro, Marco Magazzeni and the entire Pope Francis team for their help, support, and organization!
- Chris Rudd from Wise Guys Charity Fund stopped by the Catholic Education Centre on December 23 2021, to present a \$20,000.00 grant to be utilized for healthy cooking initiatives, food and nutrition for students and families in need. Staff applied for funding to Wise Guys Charity Fund and were successful in being a recipient for the 2021-2022 school year. Thank you to Wise Guys for all your support not only to Niagara Catholic but throughout the Region of Niagara!
- On December 14, 2021 Niagara Catholic received \$2,250.00 from Welland Economic Development Commission's annual Captains of Industry Golf Tournament along with \$1,000.00 from Kim Robinson of REMAX Welland and \$2,000.00 from John Howard Society of Niagara. These funds were used to support our annual food bag distribution through Niagara.
- Niagara Nutrition Partners graciously provided Niagara Catholic with an additional \$1,9000.00 in grocery gift cards to provide to six families in need at St. Andrew's school. These generous gift cards will be delivered to the St. Andrew's school and their families the week of January 10, 2022

D. INFORMATION

1. **Trustee Information**

1.1 **Draft 2022 Board Committee Membership**

Director Cipriano highlighted the Draft 2022 Board Committee Membership.

E. OTHER BUSINESS

1. General Discussion to Plan for Future Action

1.1 Director Cipriano noted the January Board meeting will continue to be virtual.

F. BUSINESS IN CAMERA

Nil

G. REPORT ON THE IN-CAMERA SESSION

Nil

H. ADJOURNMENT

Moved by Trustee Prince

THAT the January 11, 2022 Committee of the Whole Meeting be adjourned.

CARRIED

This meeting was adjourned at 7:59 p.m.

Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **January 11, 2022.**

Approved on **February 8, 2022.**

Daniel Moody
Vice-Chair of the Board

Camillo Cipriano
Director of Education/Secretary -Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
JANUARY 25, 2022**

PUBLIC SESSION

TITLE: BOARD COMMITTEE MEMBERSHIP 2022

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the 2022 Board Committee Membership, as presented.

Prepared by: Larry Huibers, Chair of the Board
Daniel Moody, Vice-Chair of the Board

Presented by: Larry Huibers, Chair of the Board

Recommended by: Larry Huibers, Chair of the Board

Date: January 25, 2022



2022 BOARD COMMITTEE MEMBERSHIP FORM

Members to the Committees are appointed by the Chair of the Board
in consultation with the Vice-Chair of the Board.

STATUTORY COMMITTEES	TRUSTEE MEMBERSHIP REQUIRED	2022 MEMBERSHIP
<p><i>Audit Committee</i> <i>O. Reg. 361/10, s. 7 (1). The term of office of a member of the audit committee who is a board member shall be determined by the board but shall not exceed four years.</i></p>	<i>3 Trustees required</i>	Rhianon Burkholder Kathy Burtnik Leanne Prince
<p><i>Niagara Catholic Parent Involvement Committee</i> <i>(N.C.P.I.C.)</i></p>	<i>2 Trustees required</i>	Dan Moody Leanne Prince
<p><i>Special Education Advisory Committee</i> <i>(S.E.A.C.)</i></p>	<i>2 Trustees required</i>	Kathy Burtnik Dino Sicoli
<p><i>Supervised Alternative Learning Committee</i> <i>(S.A.L. Committee)</i></p>	<i>2 Trustees required</i>	Frank Fera Paul Turner

STANDING COMMITTEES	TRUSTEE MEMBERSHIP REQUIRED	2022 MEMBERSHIP
<p><i>Disciplinary Hearing Committee</i> <i>NOTE: All Trustees serve as alternates for this Committee only</i></p>	<i>3 Trustees required</i>	Frank Fera Leanne Prince Paul Turner
<p><i>Policy Committee</i></p>	<i>3 Trustees required</i>	Rhianon Burkholder Leanne Prince Dino Sicoli

AD HOC COMMITTEES	TRUSTEE MEMBERSHIP REQUIRED	2022 MEMBERSHIP
<p><i>Blessed Trinity Catholic Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee</i></p>	<i>3 Trustees required</i>	Kathy Burtnik Larry Huibers Leanne Prince
<p><i>Denis Morris, Holy Cross, and Saint Francis Catholic Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee</i></p>	<i>3 Trustees required</i>	Rhianon Burkholder Kathy Burtnik Larry Huibers
<p><i>Growth and Retention Ad Hoc Committee</i></p>	<i>3 Trustees required</i>	Leanne Prince Dino Sicoli Paul Turner
<p><i>Lakeshore Catholic Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee</i></p>	<i>3 Trustees required</i>	Dan Moody Dino Sicoli Paul Turner
<p><i>Notre Dame College Catholic Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee</i></p>	<i>3 Trustees required</i>	Leanne Prince Dino Sicoli Paul Turner
<p><i>Saint Michael and Saint Paul Catholic Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee</i></p>	<i>3 Trustees required</i>	Frank Fera Larry Huibers Dan Moody

OTHER LIAISON COMMITTEES	TRUSTEE MEMBERSHIP MANDATED	2022 MEMBERSHIP
<p><i>Staff Wellness Committee</i></p>	<i>1 Trustee required</i>	Larry Huibers

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
JANUARY 25, 2022**

PUBLIC SESSION

**TOPIC: UNAPPROVED MINUTES OF THE POLICY COMMITTEE
MEETING OF JANUARY 11, 2022**

RECOMMENDATION

THAT the Niagara Catholic District School Board receive the unapproved Minutes of the Policy Committee Meeting of January 11, 2022, as presented.

The following recommendations are being presented for the Board's consideration from the Policy Committee Meeting of January 11, 2022;

7.3.1 *Naming/Renaming of a Board Facility, Designate Area or Chapel Policy (100.15)*

THAT the Niagara Catholic District School Board approve the Naming/Renaming of a Board Facility, Designate Area or Chapel Policy (100.15), as presented.

7.3.2 *Trustee Honorarium Policy (100.11)*

THAT the Niagara Catholic District School Board approve the Trustee Honorarium Policy (100.11), as presented.

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

THAT the Niagara Catholic District School Board approve the Supporting Children and Students with Prevalent Medical Conditions Policy (302.1), as presented.

7.3.4 Establishment and Cyclical Review of Board Governance Policies Policy (100.5)

THAT the Niagara Catholic District School Board approve the Establishment and Cyclical Review of Policies Policy (100.5), as presented.



MINUTES OF THE POLICY COMMITTEE MEETING

TUESDAY, JANUARY 11, 2022

Minutes of the Policy Committee Meeting held on Tuesday, January 11, 2022 at 4:30 p.m. in the Father Kenneth Burns c.s.c. Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

The meeting was called to order at 4:30 p.m. by Policy Committee Chair Prince.

1. Opening Prayer

The meeting was opened with a prayer by Trustee Prince.

2. Attendance

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

Trustees:

Dino Sicoli

Staff:

Camillo Cipriano, Director of Education

Lee Ann Forsyth-Sells, Superintendent of Education

Kimberly Kinney, Superintendent of Education

Domenic Massi, Associate Superintendent of Education

Gino Pizzoferrato, Superintendent of Education

Anna Pisano, Administrative Assistant, Corporate Services/Recording Secretary

3. Approval of Agenda

Moved by Trustee Burkholder

THAT the January 11, 2022 Policy Committee Agenda be approved, as presented.

APPROVED

4. **Declaration of Conflict of Interest**

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

5. **Minutes of the Policy Committee Meeting of November 9, 2021**

Moved by Trustee Huibers

THAT the Policy Committee approve the minutes of the Policy Committee Meeting of November 9, 2021, as presented.

APPROVED

6. **Governance Policies**

ACTION REQUIRED

GOVERNANCE POLICIES - FOR RECOMMENDATION TO THE BOARD

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

Lee Ann Forsyth-Sells, Superintendent of Education presented feedback received from the vetting process and highlighted recommended amendments to the Naming of a Board Facility, Designate Area or Chapel Policy (100.15), following the Policy Committee meeting of November 9, 2021.

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

- No amendment

Moved by Trustee Burkholder

THAT the Policy Committee recommend to the January 2022 Board Meeting to approve the revisions to the Naming of a Board Facility, Designate Area or Chapel Policy (100.15), as presented.

APPROVED

6.2 **Trustee Honorarium Policy (100.11)**

Director Cipriano presented feedback received from the vetting process and highlighted recommended amendments to the Trustee Honorarium Policy (100.11), following the vetting process.

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

- Paragraph 6 – change *December 1* to *November 1* and *November 30* to *November 14*

Moved by Trustee Huibers

THAT the Policy Committee recommend to the January 2022 Board Meeting to approve the revisions to the Trustee Honorarium Policy (100.11), as amended.

APPROVED

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

Gino Pizzoferrato, Superintendent of Education presented feedback received from the vetting process and highlighted recommended amendments to the Supporting Children and Students with Prevalent Medical Conditions Policy (302.1), following the vetting process.

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

- No amendment

Moved by Trustee Huibers

THAT the Policy Committee recommend to the January 2022 Board Meeting to approve the revisions to the Supporting Children and Students with Prevalent Medical Conditions Policy (302.1), as presented.

APPROVED

6.4 Establishment and Cyclical Review of Policies Policy (100.5)

Superintendent Forsyth-Sells presented feedback received from the vetting process and highlighted recommended amendments to the Establishment and Cyclical Review of Policies Policy (100.5), following the vetting process.

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

- No amendment

Moved by Trustee Huibers

THAT the Policy Committee recommend to the January 2022 Board Meeting to approve the revisions to the Establishment and Cyclical Review of Policies Policy (100.5), as presented.

APPROVED

GOVERNANCE POLICIES - PRIOR TO VETTING

6.5 Accessibility Standards Policy (800.8)

Superintendent Pizzoferrato, presented the Accessibility Standards Policy (800.8).

The Policy Committee suggested the following amendments:

- No amendment

The Policy Committee requested that the Accessibility Standards Policy (800.8), be vetted from January 12, 2022 to February 22, 2022 with a recommended deadline for presentation to the Policy Committee in March, for consideration to the Board in March.

INFORMATION

6.6 Governance Policies Currently Being Vetted

- Nil

6.7 Governance Policy Review 2021-2022 Schedule

Director Cipriano presented the Governance Policy Review 2021-2022 Schedule.

Following discussions, the Policy Committee requested a Special Policy Committee meeting be held on April 5, 2022 to review the Board By-Laws.

Moved by Trustee Burkholder

THAT the Policy Committee review the Board By-Laws with a focus on committees as it pertains to Trustees.

APPROVED

7. Date of Next Meeting

March 8, 2022

8. Adjournment

The meeting adjourned at 5:26 p.m.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
JANUARY 25, 2022**

PUBLIC SESSION

**TITLE: NAMING/RENAMING OF A BOARD FACILITY,
DESIGNATED AREA OR CHAPEL POLICY (100.15)**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Naming/Renaming of a Board Facility, Designated Area or Chapel Policy (100.15) as presented

Prepared by: Lee Ann Forsyth-Sells, Superintendent of Education

Presented by: Policy Committee

Recommended by: Policy Committee

Date: January 25, 2022



Niagara Catholic District School Board

***NAMING/RENAMING OF A BOARD FACILITY,
DESIGNATED AREA OR CHAPEL***

STATEMENT OF GOVERNANCE POLICY

100 – Board

Policy No 100.15

Adopted Date: June 21, 2016

Latest Reviewed/Revised Date: March 24, 2020

In keeping with the Mission, Vision and Values of the Niagara Catholic District School Board, the naming or renaming of a Board facility, designated area, or chapel in whole, or in part, will honour a name or title officially recognized by the Catholic Church and/or the Bishop of the Diocese of St. Catharines.

Affirming the universal call to holiness, when an individual for whom a current facility, designated area or Chapel has been named, is canonized by the Catholic Church, or title or name has been changed by the Catholic Church, the Board, in consultation with the community, will rename the facility, designated area or Chapel, and will support the community through the transition.

A request for the naming or renaming of a Board facility, designated area or Chapel, in whole or in part, must meet the criteria and process outlined within the Administrative Operational Procedures.

The Board of Trustees will approve the naming or renaming of a Board facility, designated area or Chapel, in whole or in part by motion at a Board meeting.

The Director of Education will issue [*Administrative Operational Procedures*](#) for the implementation of this Policy.

References

- [*Education Act*](#)
- [*Code of Canon Law*](#)

Adopted Date:	June 21, 2016
Revision History:	March 24, 2020

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
JANUARY 25, 2022**

PUBLIC SESSION

TITLE: TRUSTEE HONORARIUM POLICY (100.11)

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Trustee Honorarium Policy (100.11), as presented

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

Presented by: Policy Committee

Recommended by: Policy Committee

Date: January 25, 2022



Niagara Catholic District School Board
TRUSTEE HONORARIUM POLICY
STATEMENT OF GOVERNANCE POLICY

100 – Board

Policy No 100.11

Adopted Date: September 28, 2010

Latest Reviewed/Revised Date: April 25, 2017

In keeping with the Mission, Vision and Values of the Niagara Catholic District School Board, Niagara Catholic is committed to - recognizing the importance and value of providing - honoraria for elected Trustees of the Board - as set out in Ontario Regulation 357/06, “Honoraria for Board Members”.

In the years 2018, 2019 and 2020, the year of a member’s term of office begins on December 1 and ends on the following November 30.

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.

Ontario Regulation 357/06 sets out the method for calculating the limits on honoraria paid to elected Trustees under section 191 of the Education Act. The regulation states that the honorarium shall consist of the following four (4) components:

1. The base amount for the year
2. The enrolment amount for the year
3. The attendance amount for the year
4. The distance amount for the year

The honorarium for elected Trustees of the Board will be calculated in accordance with the provisions of Ontario Regulation 357/06 and – will be adjusted each year to take into consideration the changes in enrolment from the previous year. Separate honoraria will be calculated for the Chair of the Board, the Vice Chair of the Board and for the Other Elected Trustees in accordance with the provisions of Ontario Regulation 357/06 and, will be adjusted each year to take into consideration the changes in enrolment from the previous year.

The honorarium for elected Trustees of the Board, will be for each year of the term of office from November 15, to the following November 14, annually.

In compliance with the *Education Act* Regulation 357/06, at the annual December Board Meeting, a Trustee Honorarium report and recommendation for the annual honorarium for all elected Trustees will be presented and then all amounts shall be posted.

References

- [**Education Act \(Sec. 191\)**](#)
- [**Ontario Regulation 357**](#)

Adopted Date: September 28, 2010

Revision History: April 25, 2017

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
JANUARY 25, 2022**

PUBLIC SESSION

**TITLE: SUPPORTING CHILDREN AND STUDENTS WITH
PREVALENT MEDICAL CONDITIONS POLICY (302.1)**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Supporting Children and Students with Prevalent Medical Conditions Policy (302.1), as presented

Prepared by: Gino Pizzoferrato, Superintendent of Education

Presented by: Policy Committee

Recommended by: Policy Committee

Date: January 25, 2022



Niagara Catholic District School Board

**SUPPORTING CHILDREN AND STUDENTS WITH PREVALENT
MEDICAL CONDITIONS POLICY**

STATEMENT OF GOVERNANCE POLICY

300 – School/Students

Policy No 302.1

Adopted Date: February 26, 2019

Latest Reviewed/Revised Date: NIL

In keeping with the Mission, Vision, and Values of the Niagara Catholic District School Board, the Board recognizes that the support of students with prevalent medical conditions is complex requiring a whole-school approach to promote student health and safety and to foster and maintain healthy and safe environments in which students can learn. A safe, accepting, and healthy environment empowers students to work toward the self-management of their medical condition(s) according to their Plan of Care.

Supporting Children and Students with Prevalent Medical Conditions Policy articulates the role and responsibilities of parents, guardians, medical professionals, and school staff in supporting students. It also articulates the roles and responsibilities of the students themselves. The policy provides a framework for the development of strategies that reduce the risk to students living with a prevalent medical condition and to ensure school staff and others in contact with these students are prepared to handle an emergency situation.

The Director of Education will issue [*Administrative Operational Procedures*](#) for the implementation of the policy.

References

- [*Allergy Asthma Information Association*](#)
- [*Anaphylaxis Canada*](#)
- [*Anaphylaxis in Schools & Other Settings, 3rd Edition, Canadian Society of Allergy and Clinical Immunology*](#)
- [*Sabrina's Law, 2005, S.O. 2005, c.7*](#)
- [*Ryan's Law, Ensuring Asthma Friendly Schools-2015*](#)
- [*Ontario Lung Association \(www.on.lung.ca\)*](#)
- [*Education Act Section 265-Duties of Principal*](#)
- [*Regulation 298 s20-Duties of Teachers*](#)
- [*Ministry of Education Policy Program Memorandum No, 161 – Supporting Children and Students with Prevalent Medical Conditions*](#)
- [*Ministry of Education Policy Program Memorandum No, 81 – Provision of Health Support Services in School Settings*](#)
- [*Ministry of Education Policy Program Memorandum No. 149*](#)
- [*Niagara Catholic District School Board Policies/Procedures*](#)
 - [*Educational Field Trip \(400.2\) AOP*](#)
 - [*Administration of Oral Medication to Students \(302.2\) AOP*](#)

Adopted Date:	February 26, 2019
Revision History:	Nil

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
JANUARY 25, 2022**

PUBLIC SESSION

**TITLE: ESTABLISHMENT AND CYCLICAL REVIEW OF BOARD
GOVERNANCE POLICIES POLICY (100.5)**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Establishment and Cyclical Review of Board Governance Policies Policy (100.5) as presented

Prepared by: Lee Ann Forsyth-Sells, Superintendent of Education

Presented by: Policy Committee

Recommended by: Policy Committee

Date: January 25, 2022



Niagara Catholic District School Board

**ESTABLISHMENT AND CYCLICAL
REVIEW OF BOARD GOVERNANCE POLICIES POLICY**

STATEMENT OF GOVERNANCE POLICY

100 – Board

Policy No 100.5

Adopted Date: October 27, 1998

Latest Reviewed/Revised Date: February 25, 2020

In keeping with the Mission, Vision and Values of the Niagara Catholic District School Board, and Board By-Laws, this policy preserves the governing function of the Board to establish and cyclically review Board Governance Policies in order to fulfill its duties and responsibilities.

The Director of Education, as Chief Executive Officer, is accountable to the Board for the implementation of Board Governance Policies. Board Governance Policies support the learning, achievement and well-being of all students and staff, are congruent with and supportive of the *Education Act* and Regulations, all applicable laws and statutes, and the Multi-Year Strategic Plan.

All Board Governance Policies shall be reviewed on a cyclical basis at least every five (5) years in order to meet the current needs of the system, to comply with current legislation, and to provide an opportunity for all stakeholders within the Niagara Catholic education community to provide valuable feedback.

From time to time, specific Board Governance Policies may be reviewed earlier than the five-year cycle to ensure alignment with changes in law, or regulations or at the request of the Board. The development of a new Board Policy will be at the direction of the Board, or as required by law or regulations by the Director of Education.

The Director of Education will issue [Administrative Operational Procedures](#) to operationalize this policy.

References:

- [Education Act](#)
- [Authority Matrix](#)

Niagara Catholic District School Board Policies/Procedures

- [Board By-Laws Policy \(100.1\)](#)

Adopted Date: October 27, 1998

Revision History:
June 26, 2001
September 19, 2001
April 27, 2010
May 24, 2016
February 25, 2020

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
JANUARY 25, 2022**

PUBLIC SESSION

**TOPIC: APPROVED MINUTES OF THE SPECIAL EDUCATION
ADVISORY COMMITTEE (SEAC) MEETING OF
DECEMBER 1, 2021**

RECOMMENDATION

THAT the Niagara Catholic District School Board receive the Approved Minutes of the Special Education Advisory Committee Meeting of December 1, 2021, as presented for information.



MINUTES OF THE SPECIAL EDUCATION ADVISORY COMMITTEE MEETING WEDNESDAY, DECEMBER 1, 2021

Minutes of the Meeting of the Special Education Advisory Committee held on **Wednesday, December 1, 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

- Danny Giancola, Student Support Coordinator read the Land Acknowledgement.

2. Opening Prayers

- Superintendent Pizzoferrato asked the Committee Members to keep in their prayers a Student Support Staff member whose spouse had recently passed away.
- Chair Racine thanked Superintendent Pizzoferrato and then read an opening prayer.

3. Roll Call

Members	Affiliations	Yes	Excused
Cipriano, 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)	✓	
Somma, Dr. Monique	Community Living (Welland/Pelham)	✓	
Burtnik, Kathy	• Trustee of the Board	✓	
Huibers, Larry	• Chair of the Board	✓	
Butera, Serena	• Student Senate Representative	✓	
Filice, Adele	• Principal, Secondary	✓	

Kerho, Chris	• Principal, Elementary	✓	
Walsh, Susy	• Principal, Elementary	✓	

Christalla (Chris) Kouroushis was an observer from NCPIC that evening. The following staff members were in attendance: **Gino Pizzoferrato**, Superintendent of Education, **Camillo Cipriano**, Director of Education, **Danny Giancola**, 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 Lorraine Smith
- Seconded by Dorothy Harvey

THAT THE Special Education Advisory Committee approves the Agenda of the Special Education Advisory Committee Meeting of **December 1, 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 November 3, 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 **November 3, 2021**, as presented.

CARRIED

B. AGENDA ITEMS

1. **Format of Future Meetings**

- Superintendent Pizzoferrato thanked Chris Kerho for his years of service on SEAC representing the Elementary Principals. Tonight was Chris' last SEAC Meeting representing the Elementary Principals.
- Superintendent Pizzoferrato welcomed Susy Walsh as she will be the representative for the Elementary Principals starting in January. She will serve 2 years in this role.
- He also welcomed Dr. Monique Somma who will be representing Community Living (Welland/Pelham). She is the Assistant Professor (Ph.D., OCT), Department of Educational Studies at Brock University. She is a faculty member in the Teacher Education Program. She teaches courses on topics related to education for students with exceptionalities.
- Dr. Somma obtained an MEd and Ph.D. from Brock University. Before joining Brock University, she taught both special education and inclusive classes in several Ontario elementary schools.
- He then shared with the group that he elected to host this month's meeting virtually due to the low interest from the Committee Members to attend in-person.
- He further explained that we would be offering a hybrid format in February. He is hopeful that we will have a better turnout from the group to attend in-person at that meeting.

2. Letter from WRDSB to Minister Lecce Concerning Online Support

- A copy of the letter was circulated to all Committee Members by Jennifer Lanese before the meeting.
- Chair Racine opened the floor for discussion.

3. SEAC Sub Committee Update

a) Communication Committee

- The template is still being reviewed by Jennifer Pellegrini for feedback and input. Superintendent Pizzoferrato will contact the Communication Committee once feedback becomes available from Jennifer Pellegrini.

b) Survey Committee

- The SEAC survey is still being reviewed by the Research and Ethics Committee. The release of the SEAC Survey will be based on approval from that Committee. Once approved, Superintendent Pizzoferrato will notify the Survey Committee of the updated timelines.

c) Ministry Reports Committee

- No update to report.

d) Policy Committee

- The Policy Committee met and reviewed in detail the current policies that were being reviewed and they did not have any further feedback to submit to Jennifer Pellegrini.

- Discussion and questions followed after the Sub-Committee updates.

4. Policy Review

- The following Policies and Administrative Guidelines are currently being reviewed as part of the Establishment and Cyclical Review of Policies Policy (100.5) review process.
- To be considered, all submissions must identify the specific policy and include your name, phone number, address and affiliation with Niagara Catholic.
- Anonymous or pseudonymous submissions will not be considered.

- [Establishment and Cyclical Review of Policies Policy 100.5](#)
- [Supporting Children and Students with Prevalent Medical Conditions Policy 302.1](#)
- [Trustee Honorarium Policy 100.11](#)

- Please submit your feedback to [Jennifer Pellegrini](#) by December 15, 2021 at 12:00 pm.

C. AGENCY REPORTS

1. Learning Disabilities Association of Niagara Region – Madeline Cipriano

- The LDANR is wrapping up their Fall programming and is still accepting Winter applications for their SOAR Secondary and Post-Secondary programs as well as their BEST program. They are still not certain whether Winter 2022 programs will be offered both in-person and online or just online. They will be offering an Assistive Technology webinar on **December 15, 2021**,

as well as a webinar about Psychoeducational assessments on **January 19, 2022**.

2. Niagara Children's Centre – Dorothy Harvey

- The Niagara Children's Centre is heading into "Transition to Schools" season. They have scheduled virtual meetings next week.
- They are waiting for additional information from the Ministry regarding the entry to school program for children with autism. Dorothy stressed that this information may impact the transition to schools.
- Dorothy has offered to make a presentation in the Spring to update the group.
- She also discussed that currently their biggest challenge is retaining staff and recruiting new staff.
- It has slightly impacted their service level, so they are working on trying to hire more staff to meet the needs of their families.
- All services have now been opened up to be parent preference.

3. Autism Ontario Niagara Region – Karen Murphy

- They have been busy relocating their office space to MacBain Community Centre. They are excited about the move as it is a better space for their staff and those families who they serve.
- Karen also announced that Autism Ontario Niagara Region will be losing their president at the end of December. Her replacement has not yet been announced.
-

4. Down Syndrome Niagara – Pina Palombo

- Down Syndrome Niagara is planning another drive-by Christmas party for the Down Syndrome families at Heartland Forest on **December 12, 2021**, from 2:00 pm – 4:00 pm.

5. Mainstream – Lorraine Smith

- The Mainstream is in the discussion stages of possibly moving forward with the idea of the amalgamation of services of Mainstream and Gateway.
- Mainstream continues to struggle with staff shortages and recruitment of support staff for their supported living programs.
- Lorraine concluded by extending a Christmas message to the group,
"I want to take this time to wish everyone peace and joy throughout the Christmas season".

6. Community Living (Port Colborne/Wainfleet) – Rita Smith

- Rita reported that Community Living has welcomed Joanna Mataya as their new CEO. Joanna is full of energy and they look forward to working with her.
- They are very fortunate that The Meridian Credit Union (Port Colborne) is organizing a toy drive for their children's Christmas party. Starbucks (Welland) is donating treats for this event. Santa will also be there to greet the children.
- They are running some of their after-school programs as well as their teen nights.
- Safe and affordable housing continues to be a challenge in Port Colborne. Trying to find decent living arrangements for the people they serve is very difficult. This is where they will be focusing their mandate for 2022.
- They have been receiving many referrals from Contact Niagara and the DSO for families looking for support. Recruiting staff is an ongoing dilemma.
- Rita concluded by wishing everyone a Merry Christmas on behalf of Community Living Port

Colborne/Wainfleet.

7. Community Living (Welland/Pelham) – Dr. Monique Somma

- NIL Report

8. Pathstone Mental Health – Tara Kelly

- NIL Report

D. STAFF REPORTS

1. Elementary Principals – Chris Kerho

- NIL Report

2. Secondary Principals – Adele Filice

- Adele shared a Good News Report from Lakeshore Catholic High School.
- Soleil Loiselle has had a very successful coop placement at St John Bosco Catholic Elementary School. Soleil is also actively involved with the LCHS' art club and choir.
- Lauren Patterson is participating in Niagara College's CICE program. She is doing great!
- On Friday, three of their students (specifically, Samantha Jobb, Meadow Langely and Sabrina Alford) were filmed as they read scripture in the chapel for advent prayer services.
- After a year hiatus due to COVID, they are gearing up for Christmas and looking forward to their annual/traditional Christmas lunch hosted by the Special Education class. The meal will include turkey, ham, stuffing, and all the fixings. Students and staff help plan, prepare, serve and then enjoy the meal together.

3. Student Support Department – Jim Di Gioia, Danny Giancola, David O'Rourke and Gino Pizzoferrato

i) Literacy Program Update

a) Empower

- The Empower Reading program is running strong in Niagara Catholic. Empower teaching staff are delivering lessons with students daily and the feedback has been very positive. We are extremely delighted to see our students making literacy gains, no matter how significant. Preparation for training session #3 is currently being planned for teachers. Depending on the lesson that teachers are on, some staff will receive training in December. The rest of our teachers will receive their 3rd training session in January.

b) Lexia

- The majority of Principals, Vice-Principals, Educational Resource Teachers and the CEC staff participated in the Lexia Professional Learning Sessions throughout October and November. Our IT department has recently completed the technical set-up for Lexia and most students have been identified to receive a license. Students will begin the use of this program with support from their teacher and the Educational Resource Teacher.

ii) Gifted Module

- Our Program Resource Teachers will be offering our students identified as gifted to participate in a module on **December 15th** and **December 16th**. Students will have

an opportunity to explore various expressions of identity through poetry, song, quotes and/or artistic representations. Through these open-ended activities, students will create representations of their identity to share with peers. Overall, students will gain a deeper understanding of “self-identity” and how their sense of self influences their interaction with their Catholic faith, the Holy Trinity and the world around them.

iii) Student Support Staff

- Student Support staff along with our regional partners are ready to host a “Transition to School” Parent Information Session. These sessions are scheduled for **December 8th, December 9th and January 12th**. This session allows parents the opportunity to learn more about Niagara Catholic’s Kindergarten classrooms along with the transition to school process.

iv) School Meetings

- Student Support feeder of school meetings is also in the planning stages to take place in January and early February. These meetings focus on successful student transitions from grade 8 to grade 9 and those students entering Kindergarten.

4. Director of Education Cipriano

- Director of Education Cipriano proudly shared with the group that our Board of Trustees approved our Multi-Year Strategic Plan (MYSP) at our Board Meeting in November. This will be our plan for the next five years. It will direct the work of our Senior Staff that will be implemented and be reflected into our schools. He thanked the many participants including the Committee Members for their input and feedback. The process took approximately 9 months to develop the Board’s approved MYSP which included many stakeholders’ voices including the SEAC Members. He is excited and looking forward to implementing the MYSP.

E. TRUSTEE REPORTS

1. Chair of the Board Huibers

- Chair of the Board Huibers echoed Director of Education Cipriano’s excitement that the MYSP has been approved. He extended his gratitude and appreciation for the participants.
- He is hopeful that it reflects the feedback and input of the stakeholder’s voices in the plan.
- He closed by stating this Tuesday, the Board will have their Organization Meeting and they will select the new Chair of the Board and the new Vice-Chair of the Board for the next calendar year.
- The results will be posted in February along with the new alignment of Committee work.
- He is hopeful that he and Trustee Burtnik will continue to be representatives for SEAC for the next term.
- He encouraged the Committee Members to watch the meeting as it will be streamed live.

2. Trustee Burtnik

- Trustee Burtnik shared with the group that there was a special Board meeting last night and that the financial audit statement was approved. She thanked the Board’s financial

management and its commitment to our Special Education students that they receive over and above what is allotted by the Ministry.

- She also stated that those reports are available on the Board's website for viewing.
- She concluded by wishing everyone a blessed holiday season.

F. STUDENT REPORT

1. Serena Butera

- Student Senate recently launched "Lead Out Loud", a seminar for Elementary Student Senators with the focus on "Be an Upstander, Not a Bystander." This seminar was hosted on **Thursday, November 25, 2021**, with Unlearn in attendance to showcase its fantastic imagery and powerful message.
- Student Councils across the District have been working hard to facilitate engaging activities for their student body, such as "Food Truck Lunch Days", and are getting started on Christmas Celebrations!
- Some students have concerns about the change in the semesters' setup.
- A discussion followed.

G. NCPIC REPORT

- The following report was prepared by Yvonne Anderson, Recording Secretary for NCPIC.
- Chair Racine read the update below to the group.
- At the Niagara Catholic Parent Involvement Committee meeting of **November 4, 2021**, Superintendent Forsyth-Sells welcomed new and returning members and thanked them for their support of parent engagement in Niagara Catholic.
- Father Paul MacNeil, Bishop/Diocesan representative presided over the commissioning ceremony of the members of the Niagara Catholic Parent Involvement Committee, as they publicly proclaimed their commitment to promote the Mission of Catholic education and the Mission, Vision and Values of the Niagara Catholic District School Board.
- Carrie Vernelli and Chris Kouroushis were acclaimed as Co-Chairs of the Niagara Catholic Parent Involvement Committee for a term of one year.
- Diana Zlomislic was acclaimed as the Niagara Catholic, Ontario Association for Parents in Catholic Education (OAPCE) Regional Director.
- The Niagara Catholic Parent Involvement Committee meetings are being held in a hybrid model to accommodate in-person and virtual attendance. Effective **November 4, 2021**, NCPIC meetings are being live-streamed.
- Andrea Bozza, the Board's Mental Leader gave a short presentation on Mental Health and Well-Being.
- Student Support Services will be presenting, Tier One Behaviour Resource Guide "Who do you say I am?" at the NCPIC Meeting on **January 13, 2022**.
- *We are still appealing for a Committee Member to represent SEAC at the NCPIC meetings. If you're interested in volunteering, please email Jennifer Lanese (Jennifer.lanese@ncdsb.com). Yvonne Anderson will be providing the group with an update until a Committee Member volunteers to represent SEAC at NCPIC.*

H. NOTICES OF MOTION

- There were no Notices of Motion.

I. FUTURE MEETINGS / INFORMATION ITEMS

- Superintendent Pizzoferrato will provide the group with an update next month on the format of our future meetings.

J. MOMENT OF SILENCE / REFLECTION OF LIFE

- Chair Racine offered a moment of silence and reflection.

K. NEXT MEETING

- **Wednesday, January 12, 2021 at 6:30 pm** – Catholic Education Centre (Microsoft Teams Meeting).
- Superintendent Pizzoferrato will provide more information closer to the meeting.

L. ADJOURNMENT

- Moved by Dorothy Harvey
- Seconded by Karen Murphy

THAT the **December 1, 2021** meeting of the Special Education Advisory Committee be adjourned.

CARRIED

- The meeting was adjourned at 7:27 pm.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
JANUARY 25, 2022**

PUBLIC SESSION

**TITLE: MINUTES OF THE NIAGARA CATHOLIC PARENT
INVOLVEMENT COMMITTEE (NCPIC) MEETING OF
NOVEMBER 4, 2021**

RECOMMENDATION

THAT the Niagara Catholic District School Board receive the Minutes of the Niagara Catholic Parent Involvement Committee (NCPIC) Meeting of November 4, 2021, as presented.



**MINUTES OF THE
NIAGARA CATHOLIC PARENT INVOLVEMENT COMMITTEE MEETING
NOVEMBER 4, 2021**

Minutes of the Meeting of the Niagara Catholic Parent Involvement Committee, held on Thursday, November 4, 2021 at 6:30 p.m. in the Father Kenneth Burns csc Board Room, at the Catholic Education Centre, 427 Rice Road, Welland, ON.

Superintendent Forsyth-Sells reported that to accommodate all members, the NCPIC meetings will follow a hybrid model and will be held both in-person and virtually. Commencing November 4, 2021, the meetings of the Niagara Catholic Parent Involvement Committee will also be livestreamed and recorded.

Superintendent Forsyth-Sells informed the members that she would be presiding over the meeting until the election of the Chair and/or Co-Chairs of the Niagara Catholic Parent Involvement Committee.

Superintendent Forsyth-Sells called the meeting to order at 6:35 p.m.

A. ROUTINE MATTERS

1. Opening Prayer

Fr. Paul MacNeil led the Land Acknowledgment and the opening prayer with special intentions for the passing of Bishop Bergie's father.

Welcome

Superintendent Forsyth-Sells acknowledged that it is Treaty Recognition Week and on the Niagara Catholic website, we recognize that Ontario is home to over 130 First Nations and Métis communities.

Superintendent Forsyth-Sells welcomed the new and returning members of the Niagara Catholic Parent Involvement Committee and thanked them for their support and commitment to Catholic education and parent engagement in the Niagara Catholic District School Board through their participation on the Niagara Catholic Parent Involvement Committee.

2. Roll Call:

Parent Members	Geographical Area	Present In-person	Present Electronically	Excused	Absent
Chris Kouroushis	Fort Erie/Port Colborne/Wainfleet		√		
Diana Zlomislic	Fort Erie/Port Colborne/Wainfleet		√		
Lindsey Spanik	Grimsby/Lincoln/West Lincoln/Pelham	√			
Todd Ulbinas	Grimsby/Lincoln/West Lincoln/Pelham		√		
Alexandria Attree	Merritton/Thorold	√			
Mary-Kate O'Hara Skubel	Merritton/Thorold	√			
Rita Colling	Niagara Falls/Niagara-on-the-Lake		√		
Marilyn Fabiano	Niagara Falls/Niagara-on-the-Lake		√		
Olivia O'Reilly-Romanoff	Niagara Falls/Niagara-on-the-Lake	√			

Luciano Robazza	Niagara Falls/Niagara-on-the-Lake	√			
Jeremy Harb	St. Catharines	√			
George Roussos	St. Catharines		√		
Melanie Oakes-Flegg	Welland			√	
Carrie Vernelli	Welland	√			
Shelley Gilbert	Society of St. Vincent de Paul	√			
Fr. Paul MacNeil	Bishop/Diocesan Representative	√			
Allan Buri	Secondary Student Senate Representative		√		
Trustees					
Leanne Prince	Trustee	√			
Dino Sicoli	Trustee			√	

The following staff attended:

Camillo Cipriano, Director of Education, **Lee Ann Forsyth-Sells**, Superintendent of Education, **Joe Tornabuono**, Elementary Principal, **Kevin Timmins**, Secondary Vice-Principal, **Josie Rocca**, Support Staff, and **Yvonne Anderson**, Recording Secretary/Administrative Assistant.

Regrets Received: Melanie Oakes-Flegg and Dino Sicoli

Absent: Jane Farah-Smith, Elementary Teacher Representative

3. Commissioning of the Niagara Catholic Parent Involvement Committee

Fr. Paul MacNeil presided over the commissioning ceremony of the members of the Niagara Catholic Parent Involvement Committee as they publicly proclaimed their commitment to promote the Mission of Catholic education and the Mission, Vision and Values of the Niagara Catholic District School Board.

4. Approval of the Agenda

Moved by: Jeremy Harb

THAT the Niagara Catholic Parent Involvement Committee approve the agenda of the Niagara Catholic Parent Involvement Committee Meeting of November 4, 2021 as presented.

CARRIED

5. NCPIC Membership 2021-2022 and Terms of Office

Superintendent Forsyth-Sells reviewed the parent/guardian membership, and the terms of office were determined by consensus.

Terms of Office NCPIC Parent Members 2021-2022			
Name	Geographical Area	Terms of Office	
		One year term	Two year term
Chris Kouroushis	Fort Erie/Port Colborne/Wainfleet	√	
Diana Zlomislac	Fort Erie/Port Colborne/Wainfleet		√
Lindsey Spanik	Grimsby/Lincoln/West Lincoln/Pelham		√
Todd Ulbinas	Grimsby/Lincoln/West Lincoln/Pelham	√	
Alexandria Attree	Merritton/Thorold		√
Mary-Kate O'Hara Skubel	Merritton/Thorold	√	
Rita Colling	Niagara Falls/Niagara-on-the-Lake	√	
Marilyn Fabiano	Niagara Falls/Niagara-on-the-Lake	√	
Olivia O'Reilly-Romanoff	Niagara Falls/Niagara-on-the-Lake		√
Luciano Robazza	Niagara Falls/Niagara-on-the-Lake		√
Jeremy Harb	St. Catharines		√
George Roussos	St. Catharines	√	
Melanie Oakes-Flegg	Welland		√
Carrie Vernelli	Welland	√	

6. Declaration of Conflict of Interest

Rita Colling and Superintendent Forsyth-Sells on behalf of Melanie Oakes-Flegg, informed the members of the Niagara Catholic Parent Involvement Committee that they are employees of the Board.

7. Election of Chair and/or Two Co-Chairs

Superintendent Forsyth-Sells reviewed the procedures for the election of the Chair and/or two Co-Chairs in accordance with the *Education Act* and By-Laws of the Niagara Catholic Parent Involvement Committee.

Superintendent Forsyth-Sells asked the parent members if they wished to elect a Chair or two Co-Chairs to chair the meetings of the NCPIC for a term of two years. By consensus, the parent members chose to elect two Co-Chairs to chair the NCPIC meeting for a term of two years. Before the election, Superintendent Forsyth-Sells appointed Trustee Prince and Trustee Sicoli as scrutineers if required, and asked if there were any questions of the procedures before proceeding. Clarification on the role and responsibilities of the Co-Chairs was requested. Superintendent Forsyth-Sell reviewed the roles and responsibilities of the Co-Chairs as per the NCPIC By-Laws.

Superintendent Forsyth-Sells asked for nominations for the position of two Co-Chairs of the Niagara Catholic Parent Involvement Committee to hold office for a two-year term.

Moved by: Chris Kouroushis

THAT Jeremy Harb be nominated for the position of Co-Chair of the Niagara Catholic Parent Involvement Committee to hold office for a two-year term.

Superintendent Forsyth-Sells asked Jeremy if he wished to stand for the position of Co-Chair of the Niagara Catholic Parent Involvement Committee. Jeremy Harb thanked Chris for the nomination but declined the nomination.

Moved by: Jeremy Harb

THAT Fr. Paul MacNeil be nominated for the position of Co-Chair of the Niagara Catholic Parent Involvement Committee to hold office for a two-year term.

Superintendent Forsyth-Sells stated that as per the *Education Act*, the Niagara Catholic Parent Involvement Committee Policy and Administrative Operational Procedures and NCPIC By-Laws, only parent members with a two-year term are eligible to hold office of the Chair and/or Co-Chair of the Niagara Catholic Parent Involvement Committee. Therefore, Fr. Paul MacNeil was not eligible.

Moved by: Chris Kouroushis

THAT Alexandria Attree be nominated for the position of Co-Chair of the Niagara Catholic Parent Involvement Committee to hold office for a two-year term.

Superintendent Forsyth-Sells asked Alexandria if she wished to stand for the position of Co-Chair of the Niagara Catholic Parent Involvement Committee. Alexandria thanked Chris for the nomination but declined the nomination.

Superintendent Forsyth-Sells asked if there were any further nominations.

Moved by: Alexandria Attree

THAT Carrie Vernelli be nominated for the position of Co-Chair of the Niagara Catholic Parent Involvement Committee.

Superintendent Forsyth-Sells stated that Carrie Vernelli did not hold a two-year term, therefore she was not eligible.

Superintendent Forsyth-Sells asked if there were any further nominations. There were no further nominations.

Carrie Vernelli requested to address the committee and stated that due to the unprecedented year of COVID that she would like to continue as the Chair for a term of one year.

Superintendent Forsyth-Sells stated that Carrie Vernelli would be self-nominating herself to continue as the Chair and the parent members would have to approve by consensus.

Alexandria Attree was in support of the self-nomination.

Chris Kouroushis also self-nominated to continue as the Co-Chair for a term of one year.

Superintendent Forsyth-Sells invited Director of Education Cipriano to speak to this process. Director Cipriano thanked the parent members for their ongoing support and respecting the position of Chair/Co-Chair. He also stated that the NCPIC By-Laws act as a guide to support the operations of the Niagara Catholic Parent Involvement Committee. However, when the committee, in itself as a whole sees value in steering from the words of the by-laws to benefit the committee and by extension benefit Niagara Catholic students, it should be allowable. As the consensus was to elect two Co-Chairs, it would be in alignment with the two parent members who offered to continue for a term of one year, but it would have to be put to a vote.

MOTION by: Jeremy Harb

Seconded by: Alexandria Attree

THAT Carrie Vernelli and Chris Kouroushis continue as the two Co-Chairs for a term of one year, effective November 4, 2021 to September 2022.

CARRIED

Superintendent Forsyth-Sells turned the Chairship over to Co-Chairs, Carrie Vernelli and Chris Kouroushis.

8. Approval of the Niagara Catholic Parent Involvement Committee Meeting Minutes of September 9, 2021

Moved by: Marilyn Fabiano

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

CARRIED

B. PRESENTATION

1. Mental Health and Well-Being-Andrea Bozza, Mental Health Lead

Superintendent Forsyth-Sells stated that the mental health and well-being of all Niagara Catholic students is a priority. We are grateful to the Board of Trustees, our administrators, and staff for their support of mental health programs, services and supports in Niagara Catholic schools.

Andrea Bozza presented a PowerPoint presentation on the Mental Health and Well-Being Strategy 2021-2024 highlighting the priorities and goals of the strategy:

1. COVID-19 Recovery: Creating safe and accepting environments to return to, and to address the anxiety, isolation, potential trauma and impact of COVID-19
2. Equity, Inclusivity and Diversity: Anti-Black racism, anti-Indigenous racism, anti-discrimination, 2SLGBTQ+ supporting specific populations in our community who may require more or unique mental health and well-being support and services
3. The Link Between Our Faith and Mental Health: Being intentional in our messaging to staff and students, that our faith and mental well-being are inter-connected
4. Social-Emotional Learning: Embedding SEL into our curriculum and learning
5. Pathways to Care: Ensuring students receive timely and responsive, evidence-based prevention and early intervention services at school and in community

Andrea also shared information on:

- the mental health referral process to support students i.e. anxiety, suicidal thoughts, self-harming
- the Niagara Catholic Compassionate Care Guide to support students and staff when there is a death in the school community i.e. student, parent or staff member
- the Mental Health and Well-Being workshops that were provided to all staff in September to support staff and student mental health and well-being
- the Mental Health resources that are available on the website [School Mental Health Ontario \(SMHO\)](#)

- Community partners to support students i.e. abuse, alcohol, drugs, addictions
- Pathstone Wellness Walls displayed in all Niagara Catholic schools to support students
- Ontario's focus this year on anti-sex trafficking; all school boards across Ontario are to create a policy and protocols to be in place by January 2022. This is an area of concern in Niagara and the Mental Health Team will work collaboratively with Senior Administration in the development and implementation of this policy.

A question and answer period followed the presentation. The PowerPoint presentation will be sent to all members for information.

A request to add a parent representative to the Niagara Catholic Mental Health Leadership Team was made. The request will be shared with the team for consideration.

C. SUBCOMMITTEE REPORTS

1. Faith Formation

- Members were asked to email Josie Rocca with their intent to join the Faith Formation Subcommittee.

2. Goals/Parent Engagement Events

- Members were asked to email Carrie Vernelli with their intent to join the Goals/Parent Engagement Events Subcommittee.

D. POLICY FEEDBACK

Co-Chair Vernelli reported that no policies were currently being vetted.

E. CO-CHAIRS' REPORT

Ministry of Education's Conversation with PIC Chairs and School Board Leads held on October 26, 2021.

Co-Chair, Vernelli reported that in preparation for her participation on the Ministry of Education's Conversation with PIC Chairs and School Board Leads, NCPIC parent members were asked to provide feedback on the Ministry question, "How are parents and families feeling about the new school year? This included what parents are confident about, and what concerns parents may have?" Co-Chair, Vernelli thanked the parent members for their responses and shared them during the meeting. Discussions also occurred about defining the roles of PIC members.

Co-Chair Vernelli reported that during the breakout sessions, there were discussions on defining the roles of the PIC members. PICs also shared best practices for parent engagement such as:

- Virtual Fun Fairs
- Hosting Guest Speakers
- Scavenger Hunts
- Coffee Chats for Catholic School Councils hosted by PICs
- Outdoor Parent Engagement Events-High Schools
- Paint Nights

The Ministry will send a summary report of the session that will be shared with all NCPIC members.

A question and answer period followed including clarification on volunteers and spectators in the schools at the elementary and secondary levels.

A request was made for contact information of Catholic School Council Chairs/Co-Chairs to be shared with NCPIC members. Superintendent Forsyth-Sells reported that this is a privacy issue and that we would have to request consent from all Catholic School Council Chairs/Co-Chairs. Superintendent Forsyth-Sells will follow up on this request.

Director Cipriano added that when you collect information from a privacy perspective, one of the requirements is that you must inform the individual that you are collection information from with the purpose of the collection of information, so if we have not informed our CSC Chairs/Co-Chairs that one of the purposes was to share their contact information with the NCPIC we would not be able to share their information. However, we may going forward make a secondary request but it will be on approval on a individual level basis to share contact information.

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

1. Review of the Niagara Catholic Parent Involvement Committee By-Laws
Superintendent Forsyth-Sells asked for feedback or questions on the By-Laws of the Niagara Catholic Parent Involvement Committee. The By-Laws of the Niagara Catholic Parent Involvement Committee were approved as presented by consensus.
2. Ontario Association for Parents in Catholic Education (OAPCE)
Superintendent Forsyth-Sells reported that Niagara Catholic has reactivated its membership in the Ontario Association for Parents in Catholic Education and is pleased to announce that Diana Zlomislic has submitted her application. Diana was acclaimed as the Niagara Catholic OAPCE Regional Director by consensus.
3. NCPIC Financial Report
Superintendent Forsyth-Sells reported on the finances of the NCPIC for 2021-2022.

G. COMMUNITY REPORTS

Society of St. Vincent de Paul-Shelley Gilbert

Shelley reported that:

- The sea container to support Fr. Daniel's after school program arrived in Nunavut just after Thanksgiving.
- Various elementary and secondary schools participated in Thanksgiving Food Drives to support St. Vincent de Paul food banks.
- St. Vincent de Paul is getting ready to prepare Christmas Hampers and are looking for volunteers.
- St. Vincent de Paul conferences are starting to reach out for client's participation following COVID protocols.

H. SEAC REPORT

- Nil Report

I. BISHOP/DIOCESAN REPORT-Fr. Paul MacNeil

Fr. Paul MacNeil reported:

Synod on Synodality:

- The theme of the next universal synod of Bishops is "Synodality: "The Church of God is convoked in Synod. With this convocation, Pope Francis invites the whole Church to question itself on synodality: a decisive theme for the life and mission of the Church. This will be a two-year journey (2021-2023) of reflection and sharing of the whole Church, with a special invitation to parishes and dioceses to become involved in this process through small group sharing and reflection. More information will be available through the parish." The pastoral letter from the Bishop was sent to all members for information.

Anniversary of the Diocese:

- Tuesday, November 9, the feast in honour of the Dedication of St. John Lateran in Rome, marks the 63rd Anniversary of the foundation of the Diocese of St. Catharines. This feast illustrates the unity of each diocese with the Universal Church, the See of Rome, and the Holy Father. We try to live that unity within our diocese through the inspiration of the Holy Spirit. This date also marks the 11th Anniversary of the installation of Bishop Bergie as Bishop of the Diocese of St. Catharines.

Announcement:

- Bishop Bergie is pleased to announce that the Holy Father has accepted the invitation of the Bishops of Canada to visit the Church in Canada on the context of a pilgrimage of healing and reconciliation with our Indigenous Peoples.

J. STUDENT SENATE REPORT-Allan Buri

Allan Buri reported that:

- The elementary Lead Out Loud Summit will be held virtually on November 25, 2021, featuring a keynote speaker, with a theme of "Compassion, Equity and Inclusion". Senators will lead breakout sessions with their respective families of schools' to promote discussion how these values can be translated into initiatives at their home schools.
- Student Senate will be holding another virtual Mental Health Summit in February 2022. It will involve educational materials, helpful resources, and trivia. Community service hours will be awarded to students who participate. The event was an immense success last year and the Senate hopes to replicate this reception.
- Student Senate is also hoping to boost its social media presence on Instagram this year.
- Open discussions have also revealed that secondary students are feeling increasingly comfortable with the current school model, and thoroughly enjoy the return of extracurriculars and multiple classes as well as the abandonment of cohorts.

K. STAFF REPORTS-*Joe Tornabuono and Kevin Timmins*

Elementary Principal, Tornabuono and Secondary Vice-Principal, Kevin Timmins provided elementary and secondary school updates for information. A question and answer period followed.

L. TRUSTEE REPORTS-*Leanne Prince*

Trustee Prince reported that at the May 2021 Board Meeting, a motion was made by trustees requesting that the Director be authorized to explore a partnership with an appropriate organization(s) to secure access to quality menstrual products and education materials at no cost or minimal cost to the Board, and that a report be provided to the Board no later than September 21, 2021 with a timeline of implementation in all 8 secondary schools, the Pope Francis Centre and Adult Education Centres, followed by all elementary schools.

As a result of the presentation at the Board Meeting of September 21, 2021, the trustees unanimously voted in-favour of implementing the Period Poverty project in Niagara Catholic. On October 8, Stephen Lecce, Minister of Education, announced that the Ontario Government will distribute six million free menstrual products per year to school boards under a new and innovative partnership with Shoppers Drug Mart designed to improve access to menstrual products. Schools will be able to distribute the products to students by late fall this 2021-22 school year.

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

Superintendent Forsyth-Sells reported that two presentations have been arranged for the upcoming NCPIC meetings:

- January 13, 2022-Student Support Services will present on special education services
- March 3, 2022-The “unlearn” organization will present about bias, stereotypes, prejudice and discrimination, in order to support safe, caring and inclusive learning environments.

Superintendent Forsyth-Sells welcomed members to make a recommendation for future presentations.

- Jeremy Harb recommended a PRO Life guest speaker.

Superintendent Forsyth-Sells will consult with Krista Wood, Board Chaplaincy Leader on booking a PRO Life speaker for the NCPIC meeting of May 5, 2022.

N. NEXT MEETING: Thursday, January 13, 2022

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

P. ADJOURNMENT

Moved by: Alexandria Attree

THAT the November 4, 2021 meeting of the Niagara Catholic Parent Involvement Committee be adjourned.

CARRIED

This meeting was adjourned at 8:38 p.m.
