

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
MAY 24, 2022**

PUBLIC SESSION

**TOPIC: UNAPPROVED MINUTES OF THE COMMITTEE OF THE
WHOLE MEETING OF MAY 10, 2022**

RECOMMENDATION

THAT the Niagara Catholic District School Board receive the unapproved Minutes of the Committee of the Whole Meeting of May 10, 2022, as presented.

The following recommendations are being presented for the Board's consideration from the Committee of the Whole Meeting of May 10, 2022:

7.1.1 Family and Children's Services Niagara Proclamation

THAT the Niagara Catholic District School Board support the Family and Children's Services Niagara Proclamation, as presented.



MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

TUESDAY, MAY 10, 2022

Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, May 10, 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 Trustee Sicoli for Vice-Chair Moody.

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayer was led by Trustee Burtnik.

2. Roll Call

Trustee Sicoli noted that Trustee Moody, Student Trustee Yott asked to be excused, and Trustee Huibers 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**, **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 May 10, 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 April 5, 2022**

Moved by Trustee Burkholder

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of April 5, 2022, as presented.

CARRIED

6. **Consent Agenda Items**

6.1 **Staff Development Department Professional Development Opportunities**

Presented for information.

6.2 **Capital Projects Progress Report Update**

Presented for information.

Moved by Trustee Burtnik

THAT the Committee of the Whole adopt consent agenda items.

CARRIED

B. PRESENTATIONS

C. COMMITTEE AND STAFF REPORTS

1. **Niagara Catholic Applied Behaviour Analysis (ABA) Update 2022**

Superintendent Pizzoferrato provided background information on Niagara Catholic's Applied Behaviour Analysis, and introduced Julia Nemcko, BCBA.

Ms. Nemcko presented the ABA 2022 Update.

Ms. Nemcko answered questions of Trustees.

Discussion took place regarding ways to advocate through OCSTA for greater collaboration between the Ministry of Education and the Ministry of Children and Community Services.

2. Status of Portable Hepa Air Purification Units and Ongoing Maintenance

Clark Euale, Controller of Facilities Services provided the Status of Portable Hepa Air Purification Units and Ongoing Maintenance for Trustee information.

Controller Euale answered questions of Trustees.

3. Draft Board and Committee Meeting Dates Calendar 2022-2023

Director Cipriano highlighted the Draft Board and Committee Meeting Dates Calendar 2022-2023 and noted the two options. The finalization of the Board By-Laws Policy will determine which option will be implemented.

4. Monthly Updates

4.1 Student Trustees' Update

Student Trustee Steffen Zylstra presented a brief verbal update on the current activities of the Student Senate.

4.2 Senior Staff Good News Update

Senior Staff highlights included:

Superintendent Forsyth-Sells

- The Ministry of Education provides Pro Grant funding to school boards to increase parental engagement. This school year, the Niagara Catholic Parent Involvement Committee has used Pro Grant funding to support a series of Math webinars for parents from Kindergarten to Grade 12 and to host a Virtual Family Games' Night. Over 400 families registered for the Family Games' Night and 200 families participated virtually with their children.
- St. Charles Catholic Elementary School held a Catholic Education Week Book Sale for the Ukraine Relief Fund. Books from classroom libraries and book rooms were sold for a quarter with an option to make a donation to the relief fund through School Cash Online. The school raised \$ 800.00 to donate to the Ukraine Relief Fund.

Superintendent Pizzoferrato

- Wesley Baker, a St. Charles Catholic Elementary School Grade 1 student diagnosed on the autism spectrum co-wrote a song with his father at the age of 4. The song entitled *Treasures That We Find* is being used as a promotional tool by Autism Ontario to support World Autism Awareness Month and is available on all major music streaming platforms.

Camillo Cipriano

- At the April OCSOA General meeting three former superintendents, Ted Ferrell, Frank Iannantuono, Yolanda Baldasaro and former Directors John Crocco and Angelo D'Ianni were honoured and recognized. Also, Niagara Catholic's four new superintendents, Kim Kinney, Domenic Massi, Gino Pizzoferrato and Joseph Zaroda were honoured at a mass performed by Bishop Bergie.

D. INFORMATION

1. Trustee Information

1.1 Niagara Foundation for Catholic Education Benefit Gala

Director Cipriano reminded Trustees of the Niagara Foundation Benefit Gala on Friday May 20, 2022.

1.2 Retirement & Service Recognition Celebration

Director Cipriano noted that the Retirement & Service Recognition Celebration on June 16, 2022 will be celebrating 3 years of retirees and staff with 25 years of service.

E. OTHER BUSINESS

1. General Discussion to Plan for Future Action

Nil

F. BUSINESS IN CAMERA

Moved by Trustee Turner

THAT the Committee of the Whole move into the In Camera Session.

CARRIED

The Committee of the Whole moved into the In Camera Session of the Committee of the Whole Meeting at 7:38 p.m. and reconvened at 8:04 p.m.

G. REPORT ON THE IN-CAMERA SESSION

Moved by Trustee Turner

THAT the Committee of the Whole report the motions from the In Camera Session of the Committee of the Whole Meeting of May 10, 2022.

CARRIED

H. ADJOURNMENT

Moved by Trustee Burkholder

THAT the May 10, 2022 Committee of the Whole Meeting be adjourned.

CARRIED

This meeting was adjourned at 8:03 p.m.

Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **May 10, 2022.**

Approved on **June 14, 2022.**

Daniel Moody
Vice-Chair of the Board

Camillo Cipriano
Director of Education/Secretary -Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
MAY 24, 2022**

PUBLIC SESSION

**TOPIC: FAMILY AND CHILDREN’S SERVICES NIAGARA
PROCLAMATION**

RECOMMENDATION

THAT the Niagara Catholic District School Board support the Family and Children’s Services Niagara Proclamation, as presented.

Recommended by: Committee of the Whole

Date: May 24, 2022



PROCLAMATION

Niagara Catholic District School Board

proclaims **SUNDAY June 12, 2022**

“MOUNTAINVIEW LEMONAID DAY, 2022”

- WHEREAS** *Family and Children’s Services (FACS) Niagara* has been dedicated to protecting and supporting children and improving the lives of vulnerable children, youth, and families across the Niagara Peninsula since 1898; AND
- WHEREAS** *Mountainview Building Group* and other generous sponsors are supporting *FACS Niagara Foundation* in these efforts by encouraging children and families to give back to their community by registering online and setting up a lemonade stands across the Niagara Peninsula on Sunday, June 12th; AND
- WHEREAS** *Mountainview Building Group* and other great community sponsors have generously provided 100 LemonAID Day Kits, so every family and child have the resources needed to successfully participate, and so that ALL the funds raised by children go directly to sending vulnerable children supported by FACS Niagara to summer camps; AND
- WHEREAS** by instilling the values of community, generosity and goodwill in the next generation, *Mountainview Building Group* and other generous sponsors are helping build a brighter future for Niagara; AND
- WHEREAS** **The Niagara Catholic District School Board Trustees** commends the hundreds of young citrus-squeezing children for their philanthropy and hard work, generosity, goodwill, and for making our community a much better place to live.
- THEREFORE, BE IT RESOLVED** THAT the Trustees of the **Niagara Catholic District School Board** hereby encourages children of Niagara to participate in the annual *Mountainview LemonAID Day*; AND Encourages all Niagara citizens to support these children in their efforts by generously donating in person or online to the *Mountainview LemonAID Day* stands, AND help send 450 children from Niagara Peninsula to experience summer camp in 2022; and
- THAT the Board of Niagara Catholic District School Board hereby proclaims Sunday, June 12, 2022 as *Mountainview LemonAID Day* in our schools.**

Dated this 24th day of May 2022

Larry Huibers
Chair



**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
MAY 24, 2022**

PUBLIC SESSION

**TOPIC: UNAPPROVED MINUTES OF THE POLICY COMMITTEE
MEETING OF MAY 10, 2022**

RECOMMENDATION

THAT the Niagara Catholic District School Board receive the unapproved Minutes of the Policy Committee Meeting of May 10, 2022, as presented.

The following recommendations are being presented for the Board's consideration from the Policy Committee Meeting of May 10, 2022;

7.2.1 Religious Accommodation Policy (100.10.1)

THAT the Niagara Catholic District School Board approve the Religious Accommodation Policy (100.10.1), as presented.

7.2.2 Occupational Health and Safety Policy (201.6)

THAT the Niagara Catholic District School Board approve the Occupational Health and Safety Policy (201.6), as presented.

7.2.3 Employee Workplace Violence Policy (201.11)

THAT the Niagara Catholic District School Board approve the Employee Workplace Violence Policy (201.11), as presented.

7.2.4 Attendance Support Program Policy (201.16)

THAT the Niagara Catholic District School Board approve the Attendance Support Program Policy (201.16), as presented.

7.2.5 Bullying Prevention and Intervention Policy (302.6.8)

THAT the Niagara Catholic District School Board approve the Bullying Prevention and Intervention Policy (302.6.8), as presented.



MINUTES OF THE POLICY COMMITTEE MEETING

TUESDAY, MAY 10, 2022

Minutes of the Policy Committee Meeting held on Tuesday, May 10, 2022 at 5:00 p.m. in the Father Kenneth Burns c.s.c. Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

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

1. **Opening Prayer**

The meeting was opened with a prayer by Trustee Sicoli.

2. **Attendance**

Committee Members	Present	Present Electronically	Absent	Excused
Leanne Prince (Committee Chair)	✓			
Rhianon Burkholder	✓			
Dino Sicoli	✓			

Staff:

Camillo Cipriano, Director of Education

Lee Ann Forsyth-Sells, Superintendent of Education

Domenic Massi, Associate Superintendent of Education

Pat Rocca, Superintendent of Education

Joseph Zaroda, Associate Superintendent of Education

Anna Pisano, Administrative Assistant, Corporate Services/Recording Secretary

3. **Approval of Agenda**

Moved by Trustee Burkholder

THAT the May 10, 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 April 5, 2022**

Moved by Trustee Burkholder

THAT the Policy Committee approve the minutes of the Policy Committee Meeting of April 5, 2022, as presented.

APPROVED

6. **Governance Policies**

ACTION REQUIRED

GOVERNANCE POLICIES - FOR RECOMMENDATION TO THE BOARD

6.1 **Religious Accommodation Policy (100.10.1)**

Joseph Zaroda, Associate Superintendent of Education presented feedback received from the vetting process and highlighted recommended amendments to the Religious Accommodation Policy (100.10.1), following the vetting process.

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

- No amendment

Moved by Trustee Sicoli

THAT the Policy Committee recommend to the May Board Meeting to approve the revisions to the Religious Accommodation Policy (100.10.1), as presented.

APPROVED

6.2 **Occupational Health and Safety Policy (201.6)**

Pat Rocca, Superintendent of Education/Human Resources presented feedback received from the vetting process and highlighted recommended amendments to the Occupational Health and Safety Policy (201.6), following the vetting process.

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

- No amendment

Moved by Trustee Sicoli

THAT the Policy Committee recommend to the May Board Meeting to approve the revisions to the Occupational Health and Safety Policy (201.6), as presented.

APPROVED

6.3 Employee Workplace Harassment Policy (201.7)

Deferred to June Policy Committee Meeting.

6.4 Employee Workplace Violence Policy (201.11)

Superintendent Rocca presented feedback received from the vetting process and highlighted recommended amendments to the Employee Workplace Violence Policy (201.11), following the vetting process.

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

- No amendment

Moved by Trustee Sicoli

THAT the Policy Committee recommend to the May Board Meeting to approve the revisions to the Employee Workplace Violence Policy (201.11), as presented.

APPROVED

6.5 Attendance Support Program Policy (201.16)

Superintendent Rocca presented feedback received from the vetting process and highlighted recommended amendments to the Attendance Support Program Policy (201.16), following the vetting process.

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

- No amendment

Moved by Trustee Sicoli

THAT the Policy Committee recommend to the May Board Meeting to approve the revisions to the Attendance Support Program Policy (201.16), as presented.

APPROVED

6.6 Bullying Prevention and Intervention Policy (302.6.8)

Domenic Massi, Associate Superintendent of Education presented feedback received from the vetting process and highlighted recommended amendments to the Bullying Prevention and Intervention Policy (302.6.8), following the vetting process.

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

- No amendment

Moved by Trustee Sicoli

THAT the Policy Committee recommend to the May Board Meeting to approve the revisions to the Bullying Prevention and Intervention Policy (302.6.8), as presented.

APPROVED

GOVERNANCE POLICIES - PRIOR TO VETTING

6.7 Nil

INFORMATION

6.8 **Governance Policies Currently Being Vetted to May 31, 2022**

- Board By-Laws Policy (100.1)

6.9 **Governance Policy Review 2021-2022 Schedule**

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

7. **Date of Next Meeting**

June 14, 2022 at 4:30 p.m.

8. **Adjournment**

The meeting adjourned at 5:17 p.m.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
MAY 24, 2022**

PUBLIC SESSION

TITLE: RELIGIOUS ACCOMMODATION POLICY (100.10.1)

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Religious Accommodation Policy (100.10.1), as presented

Prepared by: Joseph Zaroda, Associate Superintendent of Education

Presented by: Policy Committee

Recommended by: Policy Committee

Date: May 24, 2022



Niagara Catholic District School Board
RELIGIOUS ACCOMMODATION POLICY
STATEMENT OF GOVERNANCE POLICY

100 – Board

Policy No 100.10.1

Adopted Date: June 15, 2010

Latest Reviewed/Revised Date: December 17, 2019

In keeping with the Mission, Vision and Values of the Niagara Catholic District School Board, the Board believes in the dignity of all individuals and their equality as children of God. In accordance with the Teaching of the Catholic Church, the Board is committed to foster a safe, inclusive and equitable learning environment that promotes acceptance and protects individuals from discrimination and harassment on the basis of their religious belief. It is understood that all students registered in Niagara Catholic schools acknowledge that the school community proclaims, celebrates and cherishes its Catholic identity and traditions and that staff will teach the curriculum from a Catholic perspective. At the same time, the schools are enriched by providing an environment that is inclusive, safe and free of barriers based on religion.

The Board acknowledges that freedom of religion is an individual right and a collective responsibility, and strives to identify, value and honour the many customs, traditions and beliefs that make up the Catholic school community. The Board will take all reasonable steps to provide religious accommodations to staff, students and their families within the framework of the gospel values, Catholic traditions, and the denominational rights of the Catholic school system.

The Board is committed to the elimination of discrimination as outlined in relevant Provincial and Federal legislation in a manner which is consistent with the exercise of its denominational rights under section 93 of the *Constitution Act, 1867* and as recognized in section 19 of the Ontario *Human Rights Code* (the “Code”).

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

References:

- [*Canadian Charter of Rights and Freedoms*](#)
- [*Constitution Act, 1867*](#)
- [*Education Act*](#)
- [*Education Act – R.R.O. 1990, Regulation 298, “Operation of School-General” s 27-29, under the heading “Religion in Schools”*](#)
- [*Ontario’s Equity and Inclusive Education Strategy*](#)
- [*Ontario Human Rights Commission – Human Rights at Work*](#)
- [*Ontario Human Rights Code*](#)
- [*Ontario Human Rights Commission – Policy on Preventing Discrimination based on Creed*](#)
- [*Ministry of Education - Policy/Program Memorandum No. 108, Opening or Closing Exercises in Public Elementary and Secondary Schools*](#)
- [*Ministry of Education - Policy/Program Memorandum No. 119, Developing and Implementing Equity and Inclusive Education Policies in Ontario Schools*](#)
- [*Ministry of Education- Policy/Program Memorandum No. 162, Exemption from Instruction related to the Human Development and Sexual Health Expectations in The Ontario Curriculum: Health and Physical Education, Grades 1-8, 2019*](#)
- [*Ontario Schools: Kindergarten to Grade 12: Policy and Program Requirements 2016*](#)
- [*Multi-Faith Manual, Canadian Multi-Faith Federation*](#)

- [*Niagara Catholic District School Board Policies/Procedures*](#)
 - [*Equity and Inclusive Education Policy \(100.10\)*](#)
 - [*Elementary Standardized Dress Code Policy \(Safe Schools\)\(302.6.10\)*](#)

- [*Dress Code – Secondary Uniform Policy \(Safe Schools\)\(302.6.6\)*](#)
- [*Opening or Closing Exercises \(302.6.1\) Administrative Operational Procedures*](#)

Adopted Date:	June 15, 2010
Revision History:	November 23, 2010 June 21, 2016 December 17, 2019

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
MAY 24, 2022**

PUBLIC SESSION

TITLE: OCCUPATIONAL HEALTH AND SAFETY POLICY (201.6)

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Occupational Health and Safety Policy (201.6), as presented

Prepared by: Pat Rocca, Superintendent of Education/Human Resources

Presented by: Policy Committee

Recommended by: Policy Committee

Date: May 24, 2022



Niagara Catholic District School Board
OCCUPATIONAL HEALTH & SAFETY POLICY
STATEMENT OF GOVERNANCE POLICY

200 – Human Resources

Policy No 201.6

Adopted Date: January 29, 2002

Latest Reviewed/Revised Date: May 25, 2021

In keeping with the Mission, Vision, and Values of the Niagara Catholic District School Board, the Niagara Catholic District School Board believes that the prevention of employee occupational illness and injury, and the prevention of accidents to volunteers, students, and visitors on Board premises, is of the utmost importance. The Board, therefore, shall maintain as safe a working environment as possible and take all reasonable precautions to prevent injury or occupational illness at Niagara Catholic District School Board sites and is committed to providing a safe, respectful and healthy workplace and learning environment for all employees, students, volunteers, visitors and contractors. The Board is committed to continually improving health and safety practices and performance in compliance with the Occupational Health and Safety Act.

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

Reference

- [***Occupational Health and Safety Act and Regulations for Industrial Establishments, R.S.O. 2001, Chapter 0.1***](#)

Adopted Date:	January 29, 2002
Revision History:	December 20, 2011 November 26, 2013 June 21, 2016 May 23, 2017 November 27, 2018 May 25, 2021

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
MAY 24, 2022**

PUBLIC SESSION

TITLE: EMPLOYEE WORKPLACE VIOLENCE POLICY (201.11)

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Employee Workplace Violence Policy (201.11), as presented

Prepared by: Pat Rocca, Superintendent of Education/Human Resources

Presented by: Policy Committee

Recommended by: Policy Committee

Date: May 24, 2022



Niagara Catholic District School Board
EMPLOYEE WORKPLACE VIOLENCE POLICY
STATEMENT OF GOVERNANCE POLICY

200 – Human Resources

Policy No 201.11

Adopted Date: March 26, 2002

Latest Reviewed/Revised Date: April 27, 2021

In keeping with the Mission, Vision, and Values of the Niagara Catholic District School Board, the Board is committed to providing a safe working environment in which all Employees are treated with consideration, dignity, respect, equity, and in accordance with the gospel values of Jesus Christ.

The Board believes that the eradication of workplace violence in the school/workplace is the joint responsibility of the employer and the employee. Therefore, any employee who becomes aware of a potential workplace violence situation has a responsibility to report it immediately.

Workplace Violence will not be tolerated under any circumstance.

If an employee believes they are at risk of violence in the workplace, including domestic violence, they must advise their employer and the employer will take the appropriate steps and follow the Administrative Operational Procedures for this policy, which may include seeking the assistance of the police.

Where the occasion of workplace violence arises, the Board will achieve resolution through a formal process. During the process all information gathered is to be kept confidential.

In accordance with current legislation in the Province of Ontario, the Board will assess the risks of workplace violence ([Appendix A](#)) that may arise from the nature of the workplace, and provide relevant training, information and instruction to the employees.

This Policy is to be applied in connection to the following Board Policies that support dealing with employee behavior, progressive discipline, conflict resolution and school safety: Code of Conduct, Access to School Premises, Criminal Background Check, Occupational Health and Safety, Employee Workplace Harassment as well as the Police and School Board Protocol.

The Board will review this policy with respect to workplace violence, on an annual basis, and will post this policy in the workplace along with any applicable procedures and/or related programs.

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

References

- [**Bill 168: Occupational Health and Safety Amendment Act \(Violence and Harassment in the Workplace\) 2009**](#)
- [**Human Rights Code**](#)
- [**Municipal Freedom of Information and Protection of Privacy Act**](#)
- [**Occupational Health & Safety Act \(December 2009\)**](#)
- [**Workplace Violence in School Boards: A Guide to the Law**](#)

- [**Niagara Catholic District School Board Policies/Procedures**](#)
 - [**Employee Workplace Harassment Policy \(201.7\)**](#)
 - [**Privacy Policy \(600.6\)**](#)

Adopted Date:	April 23, 2002
Revision History:	June 15, 2010 November 23, 2010 December 20, 2011 November 26, 2013 February 24, 2015 June 21, 2016 May 23, 2017 November 27, 2018 April 27, 2021

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
MAY 24, 2022**

PUBLIC SESSION

TITLE: ATTENDANCE SUPPORT PROGRAM POLICY (201.16)

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Attendance Support Program Policy (201.16), as presented

Prepared by: Pat Rocca, Superintendent of Education/Human Resources

Presented by: Policy Committee

Recommended by: Policy Committee

Date: May 24, 2022



Niagara Catholic District School Board

ATTENDANCE SUPPORT PROGRAM POLICY

STATEMENT OF GOVERNANCE POLICY

200 – Human Resources

Policy No 201.16

Adopted Date: June 23, 1998

Latest Reviewed/Revised Date: December 15, 2015

All employees of the Niagara Catholic District School Board (the “Board”) have the responsibility of contributing to the success of the organization in fulfilling its Mission, Vision and Values for students and the families it serves. To this end, the Board is committed to both employee and organizational health, which are factors that contribute to employees’ ability to attend work, by creating and maintaining a supportive and healthy workplace for all employees. The Board recognizes the contributions of all Employees and considers it important to encourage commendable attendance. It also recognizes the disruption to student learning and continuity in program, the cost, and burden on co-workers caused by absenteeism. For these reasons, it is essential to take a proactive approach to productivity and wellness through a supportive, transparent, and fair process.

The Attendance Support Program (ASP) is a supportive, and early intervention program that respects and protects the confidentiality and privacy of employee information. Throughout all aspects of the phased program, the Board is committed to establishing healthy relationships and working together in a mutually respectful environment that is caring of all employees. The focus of the ASP is to create, maintain and support a healthy workplace, which includes the physical and social environment, as well as personal health practices.

To fully contribute in the achievement of the Board’s Mission, Vision, and Values, regular and punctual attendance by all employees is an essential expectation. It is the responsibility of all employees to manage their regular attendance in order to maintain the quality of programs and services, to students, staff and the community, as well as ensuring a fair distribution of work among colleagues, and thus a safe and healthy workplace. All employees have a responsibility to ensure their regular and punctual attendance. We believe that absences can be minimized through prevention, early intervention and individual case management, and that employee attendance issues are best resolved in a caring, positive and supportive manner.

This ASP combines prevention, intervention and supportive assistance to achieve the goals of personal and workplace wellness. By fostering an environment that encourages support of employees and promoting a healthy work environment, this program should also improve the quality of service to students through consistent and regular attendance of employees at work. The Niagara Catholic Wellness Committee and the Employee and Family Assistance Program provide supports and services to achieve the goals of this policy.

The ASP is built upon the following principles:

- a. All employees of the Niagara Catholic District School Board (the “Board”) have the responsibility of contributing to the success of the organization in fulfilling its Mission, Vision, and Values for students and families it serves, fostering a workplace founded upon Faith and the teachings of Jesus Christ.
- b. To provide support and assistance to employees who are absent from work and to enable them to attend work regularly and productively.
- c. To utilize effective and successful practices, supports and return to work procedures and resources.
- d. To ensure that all employees of the Board are aware of and receive the appropriate support(s) available to them.

- e. To encourage regular attendance at work through the proactive use of supportive and preventative measures.
- f. To ensure this program is applied in a manner consistent with the Ontario Human Rights Code and any other applicable legislation, Collective Agreement or Terms and Conditions.

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

References:

- [Employment Standards Act](#)
- [Municipal Freedom of Information and Protection of Privacy Act](#)
- [Ontario Human Rights Code](#)
- [Workplace Safety and Insurance Act](#)
- [Employee Assistance Program \(EAP\)](#)
- [Education Act and Regulations](#)

- **Niagara Catholic District School Board Policies/Procedures/Documents**
 - [Equity and Inclusive Education Policy \(100.10\)](#)
 - [Employee Code of Conduct and Ethics Policy \(201.17\)](#)
 - [Employee Workplace Harassment Policy \(201.7\)](#)
 - [Accessibility Standards Policy \(800.8\)](#)
 - [Collective Agreements](#)
 - [Terms and Conditions](#)

Adopted Date:	November 27, 2012
Revision History:	January 28, 2014 December 15, 2015

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
MAY 24, 2022**

PUBLIC SESSION

**TITLE: BULLYING PREVENTION AND INTERVENTION POLICY
(302.6.8)**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Bullying Prevention and Intervention Policy (302.6.8) as presented

Prepared by: Domenic Massi, Associate Superintendent of Education

Presented by: Policy Committee

Recommended by: Policy Committee

Date: May 24, 2022



Niagara Catholic District School Board

BULLYING PREVENTION AND INTERVENTION POLICY

STATEMENT OF GOVERNANCE POLICY

300 – Schools/Students

Policy No 302.6.8

Adopted Date: November 25, 2003

Latest Reviewed/Revised Date: April 27, 2021

In keeping with the Mission, Vision and Values of the Niagara Catholic District School Board, the Board is committed to creating and sustaining schools and workplaces that are Christ-centred, healthy, safe, inclusive, and free from any form of bullying. The principles of equity and inclusive education are embedded in teaching and learning environments to support a positive school climate and a culture of mutual respect, where all members are accepted and welcomed.

The Board acknowledges that any form of bullying including cyber-bullying, intentional or unintentional, direct or indirect, real or perceived power of imbalances between individuals or groups, has the potential to negatively affect a student's learning, attendance, safety/sense of safety, sense of self-worth, and overall mental health and well-being. The Board promotes and supports positive behaviours that reflect Catholic Gospel values, the Ontario Catholic School Graduate Expectations, and the provincial and Board Codes of Conduct.

Bullying, including cyber-bullying, is a serious issue and is not acceptable in the school environment (including virtual), on school property and sites, transportation, at school-related activities, or in any other circumstances that will have a negative impact on the school climate, including healthy relationships. Therefore, all members of the school community, staff, students, parents/guardians and visitors, are expected to be respectful to one another at all times.

The Board Bullying Prevention and Intervention Plan is developed and reviewed in consultation with all stakeholders, is implemented in all Niagara Catholic schools and is available on the Board website.

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

References

- [*Accepting Schools Act*](#)
- [*Accessibility for Ontarians with Disabilities Act 2005*](#)
- [*Caring and Safe Schools in Ontario*](#)
- [*Child & Family Services Review Board*](#)
- [*Child, Youth and Family Services Act 2017*](#)
- [*Education Act and Regulations*](#)
- [*English Language Learners ESL and ELD Programs and Services*](#)
- [*Municipal Freedom of Information and Protection of Privacy Act*](#)
- [*Ontario Catholic School Graduation Expectations*](#)
- [*Ontario's Equity and Inclusive Education Strategy*](#)
- [*Ontario First Nations, Métis and Inuit Education Policy Framework*](#)
- [*Ontario Human Rights Code*](#)
- [*Ontario Student Record \(OSR\) Guideline, 2000 \(Revised 2020\)*](#)
- [*Policy/Program Memorandum 119: Developing and Implementing Equity and Inclusive Education Policies in Ontario*](#)
- [*Policy/Program Memorandum 120: Reporting Violent Incidents to the Ministry of Education*](#)
- [*Policy/Program Memorandum 128: The Provincial Code of Conduct and School Board Codes of Conduct-Issued October 17, 2018*](#)

- [Policy/Program Memorandum 144: Bullying Prevention and Intervention-Issued November 25, 2021](#)
- [Policy/Program Memorandum 145: Progressive Discipline and Promoting Positive Student Behaviour –Issued October 17, 2018](#)
- [Provincial Code of Conduct](#)
- [Regulation 472/07: Behaviour, Discipline and Safety of Pupils](#)
- [Smoke-Free Ontario Act 2017](#)

Niagara Catholic District School Board Policies/Procedures/Documents

- [Access to Board Premises \(302.6.3\) AOP](#)
- [Accessibility Standards Policy \(800.8\)](#)
- [Bullying Prevention and Intervention Policy \(302.6.8\)](#)
- [Catholic School Councils \(800.1\) AOP](#)
- [Code of Conduct Policy \(302.6.2\)](#)
- [Complaint Resolution Policy \(800.3\)](#)
- [Criminal Background Check \(302.6.7\) AOP](#)
- [Dress Code – Secondary Uniform Policy \(302.6.6\)](#)
- [Electronic Communications System \(Students\) \(301.5\) AOP](#)
- [Elementary Standardized Dress Code Policy-Safe Schools \(302.6.10\)](#)
- [Equity and Inclusive Education Policy \(100.10\)](#)
- [Niagara Catholic Parent Involvement Committee Policy \(800.7\)](#)
- [Ontario Student Record \(301.7\) AOP](#)
- [Opening or Closing Exercises \(302.6.1\) AOP](#)
- [Progressive Student Discipline \(302.6.9\) AOP](#)
- [Privacy Policy \(600.6\)](#)
- [Records and Information Management Policy \(600.2\)](#)
- [Safe Arrival \(302.6\) AOP](#)
- [Safe Physical Intervention with Students \(301.8\) AOP](#)
- [Safe and Accepting Schools Policy \(302.6\)](#)
- [Student Expulsion Policy \(302.6.5\)](#)
- [Student Suspension \(302.6.4\) AOP](#)
- [Student Transportation Policy \(500.2\)](#)
- [Volunteering in Catholic Schools \(800.9\) AOP](#)
- [Protocol between Niagara Catholic District School Board and Family and Children’s Services Niagara](#)
- [Protocol Between the Niagara Regional Police Service and the Niagara Catholic District School Board](#)

Adopted Date:	November 25, 2003
Revision History:	February 1, 2008 June 17, 2008 September 18, 2008 January 26, 2010 April 27, 2010 February 26, 2013 October 28, 2014 June 18, 2019 April 27, 2021

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
MAY 24, 2022**

PUBLIC SESSION

**TITLE: MINUTES OF THE NIAGARA CATHOLIC PARENT
INVOLVEMENT COMMITTEE (NCPIC) MEETING OF
MARCH 3, 2022**

RECOMMENDATION

THAT the Niagara Catholic District School Board receive the Minutes of the Niagara Catholic Parent Involvement Committee (NCPIC) Meeting of March 3, 2022, as presented for information.



**MINUTES OF THE
NIAGARA CATHOLIC PARENT INVOLVEMENT COMMITTEE MEETING
MARCH 3, 2022**

Minutes of the Meeting of the Niagara Catholic Parent Involvement Committee, held on Thursday, March 3, 2022 at 6:30 p.m. held virtually and in-person in the Father Kenneth Burns csc Board Room, at the Catholic Education Centre, 427 Rice Road, Welland, ON

Co-Chair Vernelli called the meeting to order at 6:30 p.m.

A. ROUTINE MATTERS

1. Opening Prayer

Fr. Paul MacNeil led the Land Acknowledgment and the Opening Prayer.

2. Roll Call:

Parent Members	Geographical Area	Present In-person	Present Electronically	Excused	Absent
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	√			
Shelley Gilbert					
Shelley Gilbert	Society of St. Vincent de Paul			√	
Fr. Paul MacNeil					
Fr. Paul MacNeil	Bishop/Diocesan Representative	√			
Allan Buri					
Allan Buri	Secondary Student Senate Representative			√	
Trustees					
Leanne Prince					
Leanne Prince	Trustee	√			
Dan Moody					
Dan Moody	Trustee/Vice-Chair of the Board				√

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, **Jane Farah-Smith**, Teacher Representative, **Josie Rocca**, Support Staff, and **Yvonne Anderson**, Recording Secretary/Administrative Assistant.

Regrets: Allan Buri, Shelley Gilbert, Luciano Robazza, Lindsey Spanik and Diana Zlomislic.

3. Approval of the Agenda

Moved by: Melanie Oakes-Flegg

THAT the Niagara Catholic Parent Involvement Committee approve the agenda of the Niagara Catholic Parent Involvement Committee Meeting of March 3, 2022 as presented.

CARRIED

4. Declaration of Conflict of Interest

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

5. Approval of the Niagara Catholic Parent Involvement Committee Meeting Minutes of January 13, 2022

Moved by: Olivia O'Reilly-Romanoff

THAT the Niagara Catholic Parent Involvement Committee approve the minutes of the Niagara Catholic Parent Involvement Committee Meeting of January 13, 2022 as presented.

CARRIED

B. PRESENTATION

1. *unlearn*-Due to a conflict in scheduling this presentation was cancelled.

C. SUBCOMMITTEE REPORTS

1. Faith Formation

The subcommittee meeting minutes of January 27, 2022 and Synod Meeting of February 25, 2022 were provided for information. Josie Rocca, Chair of the Faith Formation Subcommittee and Fr. Paul provided further details regarding the process for the virtual Synod session that will take place on Monday, April 25, 2022 at 7:00 p.m. for Niagara Catholic parents/guardians. A training session will be provided to NCPIC members who are interested in participating as a facilitator. Interested parties are asked to contact Josie Rocca. The virtual Synod session was approved by consensus. This session will be promoted with Catholic School Councils to share with parents/guardians.

2. Goals/Parent Engagement Events

The subcommittee meeting minutes of January 27, 2022 were provided for information. Co-Chair Vernelli reported that the subcommittee approved the use of the PRO Grants funds to host the Math Learning Sessions for parents/guardians.

Superintendent Forsyth-Sells introduced Niagara Catholic Consultants: Christine Battagli, Research, Assessment, Evaluation and Reporting and Laura Cronshaw, K-12 Numeracy, who provided details regarding the parent/guardian Math Learning Sessions with Dr. Marian Small for information.

Niagara Catholic Virtual Family Math Events

- Family Math Webinar Series with Dr. Marian Small
 - **Session #1-** K-12 Focus-Tuesday, March 29, 2022 (6:30 to 7:30 p.m.)
 - **Session #2-** K-8 Focus-Thursday, May 12, 2022 (6:30 to 7:30 p.m.)
 - **Session #3-** Gr. 7-12 Focus-Wednesday, June 1, 2022 (6:30 to 7:30 p.m.)

- Virtual Family Math Night-Wednesday, April 27, 2022 (6:00 p.m. to 7:00 p.m.) Focus: Using games to support mathematics learning (K-6)
 - Participating families will receive math games kits ahead of the Family Math Night
 - Two rotations with choice of session to attend (by grade and topic)
 - Families keep the math games kits and have an opportunity to win other family math prizes.

A digital flyer with registration details will be sent to all elementary and secondary principals, to share and promote the Niagara Catholic Virtual Family Math Events with educators, Catholic School Councils and the wider school community. The Family Math Night was approved by consensus.

D. POLICY FEEDBACK

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

E. CO-CHAIR REPORTS

- Nil Report

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

1. March Break 2022

Superintendent Forsyth-Sells reported that March Break will take place March 14-18, 2022. Schools are closed but the Catholic Education Centre will be open Monday to Thursday.

2. Niagara Foundation for Catholic Education Gala-Friday, May 20, 2022

Superintendent Forsyth-Sells reported that the Niagara Foundation for Catholic Education Gala to support students in need and scholarships will take place on Friday, May 20, 2022 at 6:00 p.m. with honorary guest, Most Reverend Gerard Bergie, D.D. Bishop of St. Catharines at Club Roma Event and Conference Centre, 125 Vansickle Rd., St. Catharines ON. Tickets are \$100.00 per person. Payment must be received by May 11, 2022. Tickets are available online or by contacting Anna Pisano at 905.735.0240 ext. 219.

3. Distinguished Alumni: Nomination Forms Due-April 8, 2022

Superintendent Forsyth-Sells reported that the Distinguished Alumni Awards are presented annually to graduates from a Niagara Catholic secondary school. The individual must be described by the nominee as extraordinary, notable or acclaimed and has achieved distinguished success in their adult life. The nominee must have achieved and reflect the characteristics described by the Ontario Catholic School Graduate Expectations. Nominations may be submitted by staff and/or members of school communities. The nomination form was provided to all members and must be submitted to Linda Marconi no later than April 8, 2022.

4. Niagara Catholic 2022-2023 School Year Calendar

Superintendent Forsyth-Sells reported that based on feedback from the consultation process, discussions with the School Year Calendar Committee, Senior Administrative Council and our coterminous board, the 2022-2023 Elementary and Secondary *modified* School Year Calendars were presented at the February 8, 2022, Committee of Whole Meeting and approved at the Board Meeting of February 22, 2022. The 2022-2023 School Year Calendars have been sent to the Ministry for final approval.

Highlights of the School Year Calendars for 2022-2023

First Day of School Elementary and Secondary
September 6, 2022

Elementary and Secondary PA Day

Monday, October 24, 2022 is to support hosting polling centres for the Ontario Municipal Elections in our schools.

Christmas Break

Monday, December 26, 2022 to Friday, January 6, 2023

March Break

Monday, March 13 to Friday, March 17, 2023

5. NCPIC Financial Report

Superintendent Forsyth-Sells reported on the finances of the NCPIC.

G. COMMUNITY REPORTS

Society of St. Vincent de Paul-*Shelley Gilbert*

- Regrets sent-*Nil* report.

H. SPECIAL EDUCATION ADVISORY COMMITTEE REPORT

- Due to Ash Wednesday, the SEAC Meeting will take place on March 9, 2022.

I. BISHOP/DIOCESAN REPORT-*Fr. Paul MacNeil*

Fr. Paul MacNeil reported:

- Parishes are open at 100% capacity. Although parishioners are still a little apprehensive, it is exciting to see more return to Mass. Parishes will continue to follow Niagara Public Health Guidelines.

- 40 Days of Life Campaign will take place from March 2 to April 10, 2022 in front of the Niagara Falls General Hospital. All are welcome to participate. The vigils are held daily from 8:00a.m. to 8:00 p.m., free parking and signs are available for participants.

Since the 40 Days of Life Campaign began:

- 19 campaigns have been held
- welcomed 725 thousand volunteers
- saved 16,000 babies
- converted 150 supporters
- closed 75 abortion sites

J. STUDENT SENATE REPORT-*Allan Buri*

Regrets sent-Co-Chair Vernelli on behalf of Allan Buri reported that:

- Mental Health Week will partner with Catholic Education Week during the week of May 1-6, 2022. This year's theme is "Rebuild, Restore, Renew Together".
- The Student Senate will be providing several opportunities for students to increase their awareness of how to prevent and address mental health issues. These opportunities will include brochures, social media posts, announcements, videos and a quiz.
- Applications are now being accepted for Student Senate Scholarship. There are two scholarships valued at \$500 available to any graduating Niagara Catholic student who exemplifies exceptional commitment to their school, community and faith.

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

Elementary Principal, Joe Tornabuono and Secondary Vice-Principal, Kevin Timmins provided elementary and secondary school updates.

Teacher representative, Jane Farah Smith reported on the OECTA Status of Women: Period Poverty Campaign taking place during the month of March.

L. TRUSTEE REPORT

Trustee Prince reported:

- Grants for Student Needs (GSN) were released in mid-February allowing Niagara Catholic (and every board) the ability to start the budget for 22/23. Superintendent Vetrone will present the proposed budget to the NCPIC in May.
- After consulting with stakeholders the 2022-2023 school calendar has been approved by the Board and submitted to the Ministry for approval.
- Secondary schools have commenced a traditional semester with students back to 4 courses. Students and staff greet this with enthusiasm.
- Catholic Education Week is May 1-6. The theme is "Rebuild, Renew, Restore Together". For resources, please check out www.goodnewsforall.ca
- A continued thank you to students, staff and families as we continue this trek through the pandemic, but there is hope and light drawing near.

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

- Nil

N. NEXT MEETING: Wednesday, May 11 2022 at 6:30 p.m. due to a conflict on May 5, 2022.

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

P. ADJOURNMENT

Moved by: Melanie Oaks-Flegg

THAT the March 3, 2022 meeting of the Niagara Catholic Parent Involvement Committee be adjourned.

CARRIED

This meeting was adjourned at 8:00 p.m.
