

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
DECEMBER 20, 2022**

***PUBLIC SESSION***

**TOPIC: UNAPPROVED MINUTES OF THE COMMITTEE OF THE  
WHOLE MEETING OF NOVEMBER 8, 2022**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board receive the unapproved Minutes of the Committee of the Whole Meeting of November 8, 2022, as presented.

The following recommendations are being presented for the Board's consideration from the Committee of the Whole Meeting of November 8, 2022:

**7.1.1 Privacy Policy (600.6)**

**THAT** the Niagara Catholic District School Board approve the Privacy Policy (600.6), as presented.

**7.1.2 Records and Information Management Policy (600.2)**

**THAT** the Niagara Catholic District School Board approve the Records and Information Management Policy (600.2), as presented.



## MINUTES OF THE COMMITTEE OF THE WHOLE MEETING TUESDAY, NOVEMBER 8, 2022

Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, November 8, 2022 in the Father Kenneth Burns c.s.c. Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

As per Board By-Laws Trustees appointed Trustee Fera as Chair and Trustee Burtnik as Vice-Chair of the November 8, 2022 Committee of the Whole meeting.

The meeting was called to order at 6:33 p.m. by Acting Vice-Chair Burtnik.

### A. ROUTINE MATTERS

#### 1. Opening Prayer

Opening Prayer was led by Trustee Turner.

#### 2. Roll Call

Trustee Burtnik noted that Trustee Burkholder and Moody asked to be excused.

Trustee Burtnik noted that Trustees Huibers and Sicoli joined electronically.

Trustee	Present	Present Electronically	Absent	Excused
Rhianon Burkholder				✓
Kathy Burtnik	✓			
Frank Fera	✓			
Larry Huibers		✓		
Daniel Moody				✓
Leanne Prince	✓			
Dino Sicoli		✓		
Paul Turner	✓			
<b>Student Trustees</b>				
Charlotte Johnstone	✓			
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 November 8, 2022, as presented.

**CARRIED**

4. **Declaration of Conflict of Interest**

Declaration of Conflict of Interest was declared by Trustee Huibers with Item F2 of the In Camera Agenda. He left the meeting during discussion of this item.

5. **Approval of Minutes of the Committee of the Whole Meeting**

5.1 **September 13, 2022**

Moved by Trustee Fera

**THAT** the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of September 13, 2022, as presented.

**CARRIED**

5.2 **October 11, 2022**

Moved by Trustee Fera

**THAT** the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of October 11, 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.

6.3 **In Camera Items F1**

Moved by Trustee Turner

**THAT** the Committee of the Whole adopt consent agenda items.

**CARRIED**

## **B. PRESENTATIONS**

### **1. Board of Trustees Appreciation**

Director Cipriano read the section referring to Catholic School Trustees from the document, “This Moment of Promise” written by the Assembly of Catholic Bishops of Ontario in 1989, and noted that Niagara Catholic is blessed to have Trustees who each bring unique gifts and perspectives to the board room and to our system. Our Trustees not only make Catholic education possible, but have allowed Catholic education in Niagara to thrive.

Director Cipriano noted that as a new Board of Trustees 2022-2026 begins its office on November 22, 2022, we publicly acknowledge and thank the five current Trustees who will conclude their exemplary service to Niagara Catholic and Catholic education in Ontario:

Kathy Burtnik – 1994 to 2022 – 28 years of service  
Frank Fera – 2000 to 2022 – 22 years of service  
Daniel Moody – 2018 to 2022 – 4 years of service  
Leanne Prince – 2018 to 2022 – 4 years of service  
Dino Sicoli – 2010 to 2022 – 12 years of service

Director Cipriano, on behalf of the students, staff, families and partners in Catholic education throughout the Niagara Catholic District School Board presented a token of gratitude, created by our own students, to Trustees Kathy Burtnik, Frank Fera, Daniel Moody, Leanne Prince and Dino Sicoli.

Trustees Fera, Prince, Sicoli and Burtnik shared their memories as Catholic Trustees and expressed their appreciation to their fellow Trustees, their families, Senior staff and all who contribute to Catholic education.

## **C. GOVERNANCE POLICIES**

### **1. Governance Policies for Recommendation to the Board**

#### **1.1. Privacy Policy (600.6)**

Director Cipriano highlighted recommended amendments to the Privacy Policy (600.6), following the vetting process.

Following discussion, the Committee of the Whole recommended the following additional amendments:

- No amendment

Moved by Trustee Prince

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Privacy Policy (600.6), as presented.

**APPROVED**

#### **1.2. Records and Information Management Policy (600.2)**

Director Cipriano highlighted recommended amendments to the Records and Information Management Policy (600.2), following the vetting process.

Following discussion, the Committee of the Whole recommended the following additional amendments:

- No amendment

Moved by Trustee Fera

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Records and Information Management Policy (600.2), as presented.

**APPROVED**

## **2. Governance Policies Prior to Vetting**

### **2.1. Student Trustees Policy (100.4)**

Director Cipriano presented the Student Trustees Policy (100.4).

The Committee of the Whole suggested the following amendments:

- No amendment

The Committee of the Whole requested that the Student Trustees Policy (100.4), be vetted from November 9, 2022 to December 21, 2022 with a recommended deadline for presentation to the Committee of the Whole in January, for consideration to the Board in January.

## **3. Governance Policy Review Schedule**

Director Cipriano presented the Governance Policy Review Schedule.

# **D. COMMITTEE AND STAFF REPORTS**

## **1. Monthly Updates**

### **1.1 Student Trustees' Update**

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

### **1.2 Senior Staff Good News Update**

Senior Staff highlights included:

#### **Superintendent Pizzoferrato**

- Superintendent Pizzoferrato highlighted the amazing work of the ABA student support team in smoothly transitioning two brothers with complex needs.

#### **Superintendent Kinney**

- Superintendent Kinney shared a copy of "Connected", the first of a quarterly newsletter for Principals and Pastors.

**Director Cipriano**

- At the October conference “When Faith Meets Pedagogy” the Board Chaplaincy Lead Krista Olivieri and the Board Mental Health Lead Andrea Bozza’s presentation “Prayer and Mental Health” had an overwhelming attendance and demonstrated how Niagara Catholic is leading the way in integrating faith and mental health.

#### **D. INFORMATION**

##### **1. Trustee Information**

Nil

#### **E. OTHER BUSINESS**

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

- 1.1 Director Cipriano reminded trustees of the Trustee Orientation Session being held at the Board office on Tuesday, November 15, 2022 at 4:00 pm.

#### **F. BUSINESS IN CAMERA**

Moved by Trustee Sicoli

**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 7:55 p.m.

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

Moved by Trustee Sicoli

**THAT** the Committee of the Whole report the motions from the In Camera Session of the Committee of the Whole Meeting of November 8, 2022.

**CARRIED**

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

Moved by Trustee Turner

**THAT** the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting - In Camera Session (Section B: Student Trustees Excluded) held on September 13, 2022, as presented.

**CARRIED (Item F1.1)**

Moved by Trustee Turner

**THAT** the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting - In Camera Session (Section B: Student Trustees Excluded) held on October 11, 2022, as presented.

**CARRIED (Item F1.2)**

#### **H. ADJOURNMENT**

Trustee Turner announced that on December 7, 2022 the grassroots organization will be hosting a “Caring for our Nurses” event at the Croatian Hall in Welland. Tickets are \$100.00 and organizers hope those who purchase a ticket will reserve a second ticket for a local nurse.

Moved by Trustee Fera

**THAT** the November 8, 2022 Committee of the Whole Meeting be adjourned.

**CARRIED**

This meeting was adjourned at 7:57 p.m.

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Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **November 8, 2022.**

Approved on **December 6, 2022.**

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Daniel Moody  
Vice-Chair of the Board

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Camillo Cipriano  
Director of Education/Secretary -Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
DECEMBER 20, 2022**

***PUBLIC SESSION***

**TOPIC: PRIVACY POLICY (600.6)**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the Privacy Policy (600.6), as presented.

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Prepared by: Lee Ann Forsyth-Sells, Superintendent of Education  
John Forte, Privacy and Risk Advisor

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

Recommended by: Committee of the Whole

Date: December 20, 2022





Niagara Catholic District School Board

## **PRIVACY POLICY**

### STATEMENT OF GOVERNANCE POLICY

600 – Business Services

Policy No. 600.6

Adopted Date: June 20, 2017

Latest Reviewed/Revised Date: Nil

In keeping with the Mission, Vision and Values of the Niagara Catholic District School Board, the Board is committed to the confidentiality and protection of personal information in compliance with its statutory duties and responsibilities. Procedures used in the collection, use, disclosure, retention and security of confidential and personal information align with the *Education Act*, the *Municipal Freedom of Information and Protection of Privacy Act* (MFIPPA) the *Personal Health Information Protection Act* and all other applicable legislation.

All Board employees are responsible to protect and secure confidential and personal information in their custody. In the event of a privacy breach or suspected breach, employees will immediately notify their Supervisor and follow the steps in the Privacy Breach Protocol.

The Board designates the Director of Education as the head of Privacy for the purposes of the *Municipal Freedom of Information and Protection of Privacy Act* (MFIPPA) and this policy. The Director of Education will delegate duties under MFIPPA to a role in the Board accountable for Privacy and Freedom of Information.

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

#### **References**

- [Education Act and Regulations \(R.S.O. 1990 c.E.2\)](#)
- [Immunization of School Pupils Act](#)
- [Municipal Freedom of Information and Protection of Privacy Act \(MFIPPA\)](#)
- [Ontario Student Record Guideline, 2000](#)
- [Personal Health Information Protection Act \(PHIPA\)](#)
- [Privacy and Information Management PIM Toolkit](#)
- [The Personal Information and Protection of Electronic Documents Act \(PIPEDA\)](#)
- **Niagara Catholic District School Board Policies/Procedures/Protocols**
  - [Educational Field Trips \(400.2\) AOP](#)
  - [Electronic Communications Systems \(Employees\) Policy \(201.12\)](#)
  - [Electronic Communications Systems \(Students\) Policy \(301.5\) AOP](#)
  - [Ontario Student Record \(OSR\) \(301.7\) AOP](#)
  - [Records and Information Management Policy \(600.2\)](#)
  - [Video Security Surveillance \(701.3\) AOP](#)
  - [Freedom of Information Request Procedure](#)
  - [Privacy Breach Protocol](#)

<b>Adopted Date:</b>	<b>June 20, 2017</b>
<b>Revision History:</b>	<b>Nil</b>

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
DECEMBER 20, 2022**

***PUBLIC SESSION***

**TOPIC: RECORDS AND INFORMATION MANAGEMENT POLICY  
(600.2)**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the Records and Information Management Policy (600.2), as presented.

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Prepared by: Lee Ann Forsyth-Sells, Superintendent of Education  
John Forte, Privacy and Risk Advisor

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

Recommended by: Committee of the Whole

Date: December 20, 2022



Niagara Catholic District School Board

## **RECORDS AND INFORMATION MANAGEMENT POLICY**

### STATEMENT OF GOVERNANCE POLICY

600 – Business Services

Policy No 600.2

Adopted Date: March 31, 1998

Latest Reviewed/Revised Date: February 27, 2018

In keeping with the Mission, Vision and Values of the Niagara Catholic District School Board, the Board is committed to instituting and maintaining a comprehensive Records and Information Management Program. Records and information that are accurate, authentic, reliable, trustworthy, support accountability, and serve as evidence of daily school board operations. Records and information shall be safely and securely maintained for as long as required by legislation and in accordance with the Records and Information Management Program.

The objective of the Records and Information Management Program is to support efficient and effective program and service delivery; to foster informed decision making; to facilitate accountability, transparency and collaboration; and to preserve and ensure access to records and information in accordance with the laws of Canada and Ontario.

The Records and Information Management Program applies to all records within the custody and or the control of the Niagara Catholic District School Board regardless of medium or characteristics.

All Board employees are responsible for maintaining records in their custody in compliance with the Administrative Operational Procedures and the Niagara Catholic Classification System and Retention Schedule.

The Director of Education will issue [\*Administrative Operational Procedures\*](#) in support of this policy.

#### **References**

- [\*\*\*Education Act and Regulations \(R.S.O. 1990 c.E.2\)\*\*\*](#)
- [\*\*\*Municipal Freedom of Information and Protection of Privacy Act \(MFIPPA\)\*\*\*](#)
- [\*\*\*Ontario Student Record Guideline, 2000\*\*\*](#)
- [\*\*\*Personal Health Information Protection Act \(PHIPA\)\*\*\*](#)
- [\*\*\*Privacy and Information Management PIM Toolkit\*\*\*](#)
- [\*\*\*FIPPA and MFIPPA: Bill 8 — The Recordkeeping Amendments\*\*\*](#)
- [\*\*\*Niagara Catholic District School Board Policies/Procedures/Documents\*\*\*](#)
  - [\*\*\*Assessment, Evaluation and Reporting \(301.10\) AOP\*\*\*](#)
  - [\*\*\*Electronic Communications Systems \(Employees\) Policy \(201.12\)\*\*\*](#)
  - [\*\*\*Electronic Communications Systems \(Students\) \(301.5\) AOP\*\*\*](#)
  - [\*\*\*Ontario Student Record \(301.7\) AOP\*\*\*](#)
  - [\*\*\*Privacy Policy \(600.6\)\*\*\*](#)
  - [\*\*\*Privacy Breach Protocol\*\*\*](#)
  - [\*\*\*Freedom of Information Request Procedure Personal Information Bank\*\*\*](#)
  - [\*\*\*Niagara Catholic Classification System and Retention Schedule\*\*\*](#)

<b>Adopted Date:</b>	<b>March 31, 1998</b>
<b>Revision History:</b>	<b>May 24, 2011</b> <b>February 27, 2018</b>

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
DECEMBER 20, 2022**

***PUBLIC SESSION***

**TOPIC: UNAPPROVED MINUTES OF THE COMMITTEE OF THE  
WHOLE MEETING OF DECEMBER 6, 2022**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board receive the unapproved Minutes of the Committee of the Whole Meeting of December 6, 2022, as presented.

The following recommendations are being presented for the Board's consideration from the Committee of the Whole Meeting of December 6, 2022:

**7.2.1 Retirement and Service Recognition Celebration Policy (201.2)**

**THAT** the Niagara Catholic District School Board approve the Retirement and Service Recognition Celebration Policy (201.2), as presented.

**7.2.2 Volunteer Recognition Policy (800.4)**

**THAT** the Niagara Catholic District School Board approve the Volunteer Recognition Policy (800.4), as presented.

**7.2.3 Father Patrick H. Fogarty Easement Request**

**THAT** the Niagara Catholic District School Board approve the request to establish an easement in favour of Welland Fire and Emergency Services (WFES) over Father Patrick H. Fogarty Adult and Continuing Education Centre lands.

**7.2.4 Board Committee Membership 2023**

**THAT** the Niagara Catholic District School Board approve the Board Committee Membership 2023, as presented.



## MINUTES OF THE COMMITTEE OF THE WHOLE MEETING TUESDAY, DECEMBER 6, 2022

Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, December 6, 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 Burkholder.

### A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayer was led by Trustee Bruzzese.

2. Roll Call

Vice-Chair Burkholder noted that all Trustees and Student Trustees were in attendance.

Trustee	Present	Present Electronically	Absent	Excused
Natalia Benoit	✓			
Joseph Bruzzese	✓			
Rhianon Burkholder	✓			
Danny Di Lorenzo	✓			
Larry Huibers	✓			
Doug Joyner	✓			
Jim Marino	✓			
Paul Turner	✓			
<b>Student Trustees</b>				
Charlotte Johnstone	✓			
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; **Julia Tiessen**, Executive Officer of Human Resources; **Linda Marconi**, Recording Secretary/Executive Assistant to the Director of Education.

3. **Approval of the Agenda**

Moved by Trustee Joyner

**THAT** the Committee of the Whole approve the Agenda of the Committee of the Whole Meeting of December 6, 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 November 8, 2022**

Moved by Trustee Huibers

**THAT** the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of November 8, 2022, as presented.

**CARRIED**

6. **Consent Agenda Items**

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

6.1 **Staff Development Department Professional Development Opportunities**

Presented for information.

6.2 **Capital Projects Progress Report Update**

Moved to Section E4.1

6.3 **In Camera Items F1**

Moved by Trustee Huibers

**THAT** the Committee of the Whole adopt consent agenda items.

**CARRIED**

**B. PRESENTATIONS**

Nil

## **C. GOVERNANCE POLICIES**

### **1. Governance Policies for Recommendation to the Board**

#### **1.1. Retirement and Service Recognition Celebration Policy (201.2)**

Pat Rocca, Superintendent of Education/Human Resources presented feedback received from the vetting process and highlighted recommended amendments to the Retirement and Service Recognition Celebration Policy (201.2) following the vetting process.

- No amendment

Moved by Trustee Turner

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Retirement and Service Recognition Celebration Policy (201.2), as presented.

**APPROVED**

#### **1.2. Volunteer Recognition Policy (800.4)**

Lee Ann Forsyth-Sells, Superintendent of Education presented feedback received from the vetting process and highlighted recommended amendments to the Volunteer Recognition Policy (800.4), following the vetting process.

- No amendment

Moved by Trustee Marino

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Volunteer Recognition Policy (800.4), as presented.

**APPROVED**

### **2. Governance Policies Prior to Vetting**

#### **2.1. Pupil Accommodation Review Policy (701.2)**

Clark Euale, Controller of Facilities Services, presented the Pupil Accommodation Review Policy (701.2).

- No amendment

The Committee of the Whole requested that the Pupil Accommodation Review Policy (701.2), be vetted from December 7, 2022 to February 1, 2023 with a recommended deadline for presentation to the Committee of the Whole in February, for consideration to the Board in February.

### **3. Governance Policy Review Schedule**

Director Cipriano presented the Governance Policy Review Schedule.

## **D. COMMITTEE AND STAFF REPORTS**

### **1. Education Quality and Accountability Office (EQAO) Results for the 2021-2022 Assessments and Graduation Rates for the 2016-2017 Grade 9 Cohort**

Kim Kinney, Superintendent of Education and Christine Battagli, Research, Assessment, Evaluation & Reporting Consultant presented the Education Quality and Accountability Office (EQAO) Results for the 2021-2022 Assessments and Graduation Rates for the 2016-2017 Grade 9 Cohort, for Trustee information.

### **2. Father Patrick H. Fogarty Easement Request**

Controller Euale presented the Father Patrick H. Fogarty Easement Request.

Moved by Trustee Turner

**THAT** the Committee of the Whole recommends that the Niagara Catholic District School Board approve the request to establish an easement in favour of Welland Fire and Emergency Services (WFES) over Father Patrick H. Fogarty Adult and Continuing Education Centre lands.

**CARRIED**

### **3. Monthly Updates**

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

Charlotte Johnstone, 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 Kinney**

- ECCDC Award of Excellence 2022 was awarded to Notre Dame Catholic Elementary School Kindergarten team Sarah Cukierski, Melissa Taddeo and Roxane Manners.
- Cole Le Grand, student at Denis Morris Catholic High School as part of his co-op placement had the opportunity to Benoit on the set of HGTV.

### **4. Consent Agenda Item A6.2**

#### **4.1 Capital Projects Progress Report Update**

Clark Euale, Controller of Facilities Services answered questions of Trustees.

## **E. INFORMATION**

### **1. Trustee Information**

#### **1.1 Annual Faith Formation – December 15, 2022**

Director Cipriano extended an invitation to the Advent Faith Formation taking place on Thursday, December 15, 2022

Trustees were asked to confirm their attendance with Director Cipriano.

**1.2 Draft 2023 Board Committee Membership**

Director Cipriano presented the Draft 2023 Board Committee Membership. The confirmed 2023 Board Committee Membership will be provided at the December Board Meeting for approval.

Director Cipriano confirmed membership for those committees that meetings will be taking place prior to the December Board Meeting.

Director Cipriano answered questions of Trustees.

**F. OTHER BUSINESS**

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

1.1 Director Cipriano noted that as is our tradition for the last meeting in December Trustees are invited to celebrate our Christmas social following the December 20, 2022 Board meeting.

**G. BUSINESS IN CAMERA**

Covered under Section A6 Consent Agenda Items

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

**SECTION B: STUDENT TRUSTEES EXCLUDED**

Moved by Trustee Huibers

**THAT** the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting - In Camera Session (Section B: Student Trustees Excluded) held on November 8, 2022, as presented.

**CARRIED (Item F1)**

**I. ADJOURNMENT**

Moved by Trustee Huibers

**THAT** the December 6, 2022 Committee of the Whole Meeting be adjourned.

**CARRIED**

This meeting was adjourned at 7:38 p.m.

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Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **December 6, 2022.**

Approved on **January 17, 2022.**

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
DECEMBER 20, 2022**

***PUBLIC SESSION***

**TOPIC: RETIREMENT AND SERVICE RECOGNITION CELEBRATION  
POLICY (201.2)**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the Retirement and Service Recognition Celebration Policy (201.2), as presented.

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Prepared by: Pat Rocca, Superintendent of Education/Human Resources  
Presented by: Pat Rocca, Superintendent of Education/Human Resources  
Recommended by: Committee of the Whole  
Date: December 20, 2022



Niagara Catholic District School Board  
**RETIREMENT AND SERVICE RECOGNITION  
CELEBRATION POLICY**  
STATEMENT OF GOVERNANCE POLICY

200 – Human Resources

Policy No 201.2

Adopted Date: March 24, 1998

Latest Reviewed/Revised Date: October 27, 2020

In keeping with the Mission, Vision and Values of the Niagara Catholic District School Board, the Board values and appreciates dedicated service by Niagara Catholic employees and members of the clergy serving elementary and secondary and continuing education schools of the Board.

The Retirement and Service Recognition Celebration will recognize and honour Niagara Catholic retirees, employees with 25 years of service, and in partnership with the Diocese of St. Catharines, clergy within the Roman Catholic Diocese of St. Catharines and within the jurisdiction of the Niagara Catholic District School Board celebrating 25<sup>th</sup>, 40<sup>th</sup>, or 50<sup>th</sup> anniversaries.

### **ELIGIBILITY**

**Retirees:** Niagara Catholic employees who have notified Human Resources Services of their retirement from the Niagara Catholic District School Board as of August 31<sup>st</sup> of the current school year.

**25 Years of Service:** Niagara Catholic employees who have contributed 25 years of service in Catholic education in the Niagara Catholic District School Board as identified by Human Resources Services as of the current calendar year.

**Clergy:** Members of the clergy who have served within the Roman Catholic Diocese of St. Catharines and within the jurisdiction of the Niagara Catholic District School Board and have been identified through the Office of the Bishop and/or local Religious Orders as celebrating their 25<sup>th</sup>, 40<sup>th</sup> or 50<sup>th</sup> anniversary as of the current calendar year.

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

<b>Adopted Date:</b>	<b>March 24, 1998</b>
<b>Revision History:</b>	<b>March 26, 2002 June 15, 2010 June 16, 2015 October 27, 2020</b>

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
DECEMBER 20, 2022**

***PUBLIC SESSION***

**TOPIC: VOLUNTEER RECOGNITION POLICY (800.4)**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the Volunteer Recognition Policy (800.4), as presented.

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Prepared by: Lee Ann Forsyth-Sells, Superintendent of Education  
Presented by: Lee Ann Forsyth-Sells, Superintendent of Education  
Recommended by: Committee of the Whole  
Date: December 20, 2022



Niagara Catholic District School Board

## ***VOLUNTEER RECOGNITION POLICY***

STATEMENT OF GOVERNANCE POLICY

800 – Schools and Community Councils

Policy No. 800.4

Adopted Date: April 24, 2007

Latest Reviewed/Revised Date: October 27, 2020

In keeping with the Mission, Vision and Values, of the Niagara Catholic District School Board, the Board recognizes that volunteers make a positive, meaningful and significant contribution to Niagara Catholic schools and the Board.

Volunteers in Niagara Catholic schools support a strong Catholic identity and community that nurtures the distinctiveness of Catholic education and advances student achievement and well-being.

Volunteers undertake, without remuneration, activities that support Catholic school communities, committees and organizations. Therefore, to recognize volunteers in Niagara Catholic schools, elementary and secondary administrators will host a Volunteer Recognition Celebration, during Catholic Education Week or National Volunteer Appreciation Week to recognize volunteers in their school communities, in consultation with their Catholic School Councils.

### ***Reference***

- ***Niagara Catholic District School Board Policies/Procedures***
  - ***[Volunteering in Catholic Schools \(800.9\) AOP](#)***

<b>Adopted Date:</b>	<b>April 24, 2007</b>
<b>Revision History:</b>	<b>April 28, 2015 October 27, 2020</b>



**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
DECEMBER 20, 2022**

***PUBLIC SESSION***

**TITLE: FATHER PATRICK H. FOGARTY EASEMENT REQUEST**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the request to establish an easement in favour of Welland Fire and Emergency Services (WFES) over Father Patrick H. Fogarty Adult and Continuing Education Centre lands.

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Prepared by: Clark Euale, Controller of Facilities Services  
Alexsandria Pasquini-Smith, Administrator of Planning and Properties

Presented by: Clark Euale, Controller of Facilities Services  
Alexsandria Pasquini-Smith, Administrator of Planning and Properties

Recommended by: Committee of the Whole

Date: December 20, 2022



## **REPORT TO THE COMMITTEE OF THE WHOLE DECEMBER 6, 2022**

### **FATHER PATRICK H. FOGARTY EASEMENT REQUEST**

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#### **BACKGROUND INFORMATION**

Niagara Catholic has been approached by Welland Fire and Emergency Services (WFES) to establish an easement in favour of WFES over Father Patrick H. Fogarty Adult and Continuing Education Centre lands (Appendix A).

WFES has acquired the lands located at 924 Prince Charles Drive, in the City of Welland. During land acquisition, WFES attempted to purchase the adjacent lot located at 884 Prince Charles Drive, Welland, which is owned by Niagara Region. These attempts to purchase were unsuccessful. This led to WFES approaching Niagara Catholic to discuss establishing an easement over the Father Patrick H. Fogarty lands.

The location of the easement, as indicated in Appendix A, is currently used for school buses and vehicles to access Father Patrick H. Fogarty's site. WFES has indicated that the easement would be used by vehicles returning from calls and does not anticipate concerns about site access potentially being impeded by school buses or other vehicles entering the site. Further, they have indicated that they would be willing to assume costs related to asphalt paving and fence repairs.

#### **O. Reg. 444/98: DISPOSITION OF SURPLUS REAL PROPERTY AND ACQUISITION OF REAL PROPERTY**

Niagara Catholic has reviewed O.Reg. 444/98, in relation to this proposal and note the following:

- Part 1 of OReg 444/98 does allow the leasing/sale/granting of an easement, etc., for specific purposes to specific entities without going through the process outlined in the Education Act. These entities are limited to the following:
  - The municipality in which the property is located,
  - Any local board of the municipality in which the property is located,
  - If the property is located in an upper-tier municipality, that upper-tier municipality, or
  - If the property is located in an upper-tier municipality, any local board of that upper-tier municipality.
- 1.1 (1) of OReg 444/98 states that the board may grant an easement over any of its real property if,
  - (a) it has adopted a resolution under clause 194 (3) (a) of the Act that it does not require for its purposes the interest that the easement would create;
  - (b) the grant of an easement is for the consideration that the board considers reasonable; and
  - (c) the grant of an easement does not have the effect of rendering any school site or part of a school site no longer suitable for providing pupil accommodation. O. Reg. 535/00, s. 2.

Niagara Catholic obtained a Legal opinion from our Solicitors. The opinion stated that:

*“As per number 1 above, NCDSB could grant an easement in favour of a municipality (in the case at hand the City of Welland) subject to complying with 1.1 (1) of OReg 444/98 and in particular:*

- a) (a) NCDSB adopting a resolution under clause 194 (3) (a) of the Act that it does not require for its purposes the interest that the easement would create;*
- b) (b) the grant of an easement is for the consideration that the board considers reasonable; and*
- c) (c) the grant of an easement does not have the effect of rendering any school site or part of a school site no longer suitable for providing pupil accommodation. O. Reg. 535/00, s. 2.*

*So long as the foregoing are met then NCDSB could grant the easement to a municipality (in the case at hand the City of Welland).”*

Given the above, Board Staff are in favour of granting the easement.

## **PARTNERSHIPS**

Niagara Catholic is committed to working with community partners who support Catholic education to make the best use of its facilities. Working with WFES would provide an increase in partnerships and potential educational opportunities. WFES has been supportive of the opportunity to work with Niagara Catholic.

Allowing for this easement would be aligned with our Community Planning & Partnership Policy (800.6), as it facilitates and strengthens relationships with community partners and is in compliance with O.Reg. 444/98.

Attachments:

Appendix A: Aerial View of Proposed Easement Location

### **RECOMMENDATION**

**THAT** the Committee of the Whole recommends that the Niagara Catholic District School Board approve the request to establish an easement in favour of Welland Fire and Emergency Services (WFES) over Father Patrick H. Fogarty Adult and Continuing Education Centre lands.

Prepared by: Clark Euale, Controller of Facilities Services  
Alexsandria Pasquini-Smith, Administrator of Planning and Properties

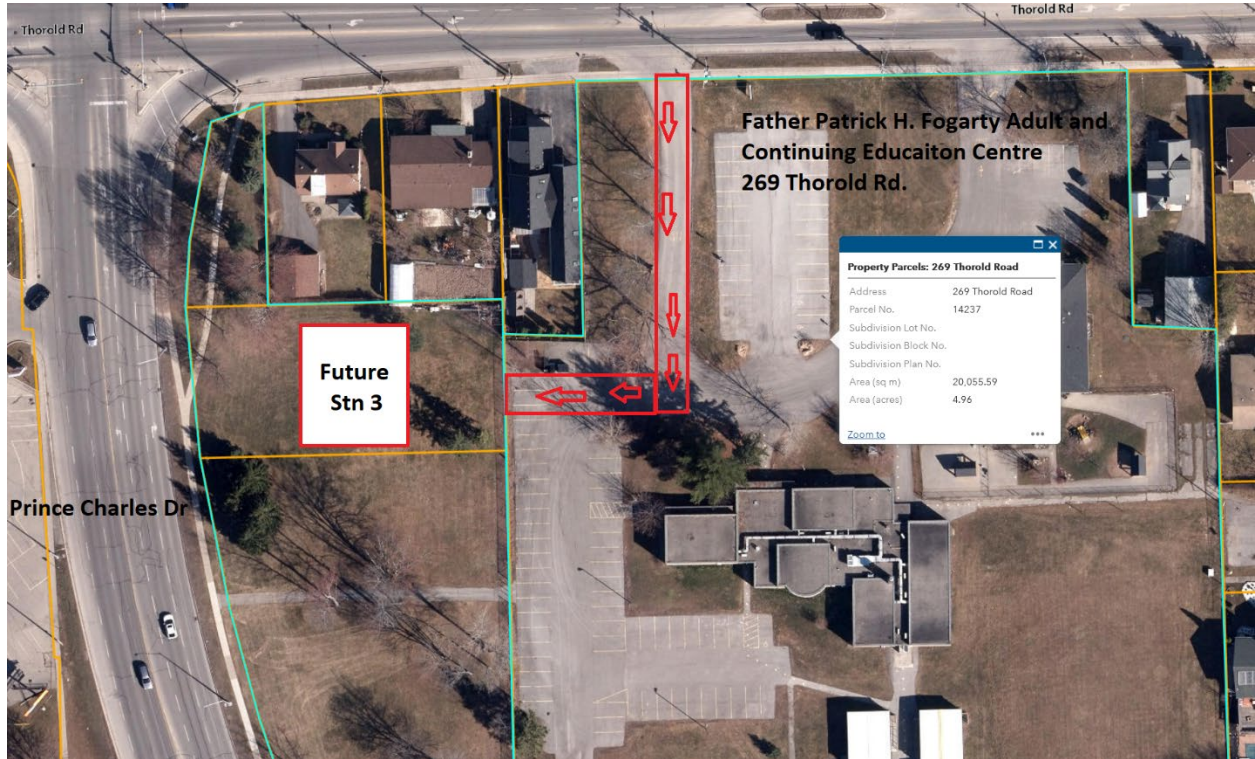
Presented by: Clark Euale, Controller of Facilities Services  
Alexsandria Pasquini-Smith, Administrator of Planning and Properties

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

Date: December 6, 2022

# Appendix A

## Aerial View of Proposed Easement Location



**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
DECEMBER 20, 2022**

***PUBLIC SESSION***

**TITLE: BOARD COMMITTEE MEMBERSHIP 2023**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the 2023 Board Committee Membership, as presented.

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Prepared by: Chair Di Lorenzo  
Vice-Chair Burkholder

Presented by: Chair Di Lorenzo

Recommended by: Chair Di Lorenzo

Date: December 20, 2022



NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

## 2023 BOARD COMMITTEE MEMBERSHIP

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	2023 MEMBERSHIP
<b><i>Audit Committee</i></b> <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>	<i>3 Trustees required</i>	Rhianon Burkholder Larry Huibers Doug Joyner
<b><i>Niagara Catholic Parent Involvement Committee (N.C.P.I.C.)</i></b>	<i>2 Trustees required</i>	Natalia Benoit Joe Bruzzese
<b><i>Special Education Advisory Committee (S.E.A.C.)</i></b>	<i>2 Trustees &amp; 1 Alternate required</i>	Doug Joyner Jim Marino Larry Huibers – Alternate
<b><i>Supervised Alternative Learning Committee (S.A.L. Committee)</i></b>	<i>2 Trustees required</i>	Danny Di Lorenzo Paul Turner

STANDING COMMITTEES	TRUSTEE MEMBERSHIP REQUIRED	2023 MEMBERSHIP
<b><i>Disciplinary Hearing Committee</i></b> <i>NOTE: All Trustees serve as alternates for this Committee only</i>	<i>3 Trustees required</i>	Rhianon Burkholder Danny Di Lorenzo Jim Marino

AD HOC COMMITTEES	TRUSTEE MEMBERSHIP REQUIRED	2023 MEMBERSHIP
<b><i>Blessed Trinity Catholic Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee</i></b>	<i>3 Trustees required</i>	Natalia Benoit Doug Joyner Jim Marino
<b><i>Building on Today Ad Hoc Committee</i></b>	<i>All Trustees</i>	All Trustees
<b><i>Denis Morris, Holy Cross, and Saint Francis Catholic Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee</i></b>	<i>3 Trustees required</i>	Natalia Benoit Rhianon Burkholder Larry Huibers
<b><i>Lakeshore Catholic Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee</i></b>	<i>3 Trustees required</i>	Danny Di Lorenzo Doug Joyner Paul Turner
<b><i>Notre Dame College Catholic Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee</i></b>	<i>3 Trustees required</i>	Joe Bruzzese Rhianon Burkholder Paul Turner
<b><i>Saint Michael and Saint Paul Catholic Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee</i></b>	<i>3 Trustees required</i>	Joe Bruzzese Danny Di Lorenzo Jim Marino

OTHER LIAISON COMMITTEES	TRUSTEE MEMBERSHIP MANDATED	2023 MEMBERSHIP
<b><i>Staff Wellness Committee</i></b>	<i>1 Trustee required</i>	Larry Huibers

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
DECEMBER 20, 2022**

***PUBLIC SESSION***

**TITLE: MINUTES OF THE NIAGARA CATHOLIC PARENT  
INVOLVEMENT COMMITTEE (NCPIC) MEETING OF  
MAY 11, 2022**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board receive the Minutes of the Niagara Catholic Parent Involvement Committee (NCPIC) Meeting of May 11, 2022 as presented for information.



**MINUTES OF THE  
NIAGARA CATHOLIC PARENT INVOLVEMENT COMMITTEE MEETING**

**MAY 11, 2022**

Minutes of the Meeting of the Niagara Catholic Parent Involvement Committee, held on Wednesday, May 11, 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 6:35p.m.

**A. ROUTINE MATTERS**

**1. Opening Prayer**

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

**2. Roll Call:**

<b>Parent Members</b>	<b>Geographical Area</b>	<b>Present In-person</b>	<b>Present Electronically</b>	<b>Excused</b>	<b>Absent</b>
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	Joined the meeting at 7:49 p.m.			
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			√	
<b>Trustees</b>					
Leanne Prince	Trustee	√			
Dan Moody	Trustee/Vice-Chair of the Board				√



The following staff attended:

**Lee Ann Forsyth-Sells**, Superintendent of Education, **Giancarlo Vetrone**, Superintendent of Business and Financial Services, **Krista Olivieri**, Board Chaplaincy Leader, **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: Director Cipriano, Alexandria Attree, Allan Buri, Rita Colling, Marilyn Fabiano and Shelley Gilbert.

**3. Approval of the Agenda**

Moved by: Olivia O'Reilly-Romanoff

**THAT** the Niagara Catholic Parent Involvement Committee approve the agenda of the Niagara Catholic Parent Involvement Committee Meeting of May 11, 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 March 3, 2022**

Moved by: Melanie Oakes-Flegg

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

**CARRIED**

**B. PRESENTATIONS**

1. Virtual Presentation by Fr. Thomas Lynch, National President of Priests for Life Canada  
Krista Olivieri, Board Chaplaincy Leader provided a brief bio and welcomed Fr. Thomas Lynch to the meeting of the Niagara Catholic Parent Involvement Committee.

Fr. Thomas spoke on the importance of pro-life and living each day to the fullest, that every life matters and human dignity is the right of all. These teachings begin at home and are supported by the school and church. Fr. Thomas also stated that we have great building materials to build a new civilization of life and love by standing together and celebrating every part of life. March for Life is not just political, but it is a festival of life, and by our presences we can make a difference. Fr. Thomas shared that the "Gospel of Life" by Pope John Paul II is worth the read. A brief question and answer session followed.

2. Virtual Presentation by Superintendent of Business and Financial Services, Giancarlo Vetrone-  
Niagara Catholic Budget 2022-2023

Superintendent of Business and Financial Services, Giancarlo Vetrone presented the Niagara Catholic Budget for 2022-2023 for information. A brief question and answer session followed.

## C. SUBCOMMITTEE REPORTS

### 1. Faith Formation

Josie Rocca, Chair of the Faith Formation Subcommittee shared that the Virtual Parent Synod Listening Session held on April 25, 2022 was promoted through various platforms to encourage parent participation including:

- A personal invitation was sent directly to Catholic School Council Chairs/Co-Chairs to participate and to promote throughout the school community.
- Principals/Vice-Principals were provided with the poster to add to their newsletters and calendars to promote the session with the school community.
- Catholic School Councils were sent a reminder email.
- A banner was added to the main Board website to promote the session.
- The poster was posted on the NCPIC website.

Josie reported that, although a small number parents participated, the session was informative and that there were some strong voices and wonderful conversations. The feedback collected during this session will be included as part of the Diocese of St. Catharines Synod responses being forwarded to Pope Francis. Special thanks to Fr. Paul MacNeil, Terri Pauco and all facilitators and note takers.

### 2. Goals/Parent Engagement Events

Superintendent Forsyth-Sells reported that the Family Math Nights Virtual Series were also promoted using the same platforms as the Virtual Parent Synod Listening Session to encourage parent /family participation.

- On March 29, 2022, sixty-five individuals participated in the parent/guardian webinar with Dr. Marian Small. The PowerPoint Presentation was sent to all participants for further review. A feedback survey was provided at the end of the session and positive feedback was received. Additional parent webinars with Dr. Marian Small will be held virtually on May 12, and June 1, 2022.
- On Wednesday, April 27, 2022 the Niagara Catholic District School Board in partnership with the Niagara Catholic Parent Involvement Committee held a Virtual Family Games Night with a focus on Mathematics.

Prior to the evening Math kits were sent to all participants that included various grade level games that would be introduced to engage families during the Family Games Night. Over 400 families registered for the Family Games Night and 200 participated. Positive feedback was received including how parents/guardians enjoyed engaging in Math games with their children. Families had the opportunity to participate in two sessions that were organized by grade level math concepts including:

- Go Fish! (Make 10): Combinations that make ten, early addition and subtraction
- Order, Order: Sequencing numbers

- Let's Go on a Bear Adventure! (K-Gr. 2): Math and Coding-coding language, patterning, positional language and directionally, and shape identification
- Greater Than: Place value, comparing/ordering numbers
- Closest to Ten: Addition, subtraction, multiplication and division
- Three in a Row: Multiplication and Division
- 5 Moves to 100 and Net Zero: Place Value and addition, subtraction, multiplication and division

Special thanks and appreciation to Niagara Catholic staff for their support of the NCPIC PRO Grant project.

Teachers: Rosamaria Alonzi, Tony Basilone, Gillian Berard, Marylee Kelly, Kate Lucas, Johanna Miller, Jeffery O'Neil and Kelly Sim

Consultants/Coaches: Christine Battagli, Laura Cronshaw, Alison Couturier, Ivana Galante, Jeffery Martin, Rose Perri-Gentilcore, Nicole Pigeau, Heidi-Ann Poltl, and Mary Vetere

Principals, Chris Moscato and Dan Trainor and Vice-Principal Dwane Smolders

#### **D. POLICY FEEDBACK**

Co-Chair Vernelli reported that the Board By-Laws Policy (100.1) is currently out for vetting.

- Feedback to be submitted on behalf of the NCPIC is to be sent to Yvonne Anderson at [yvonne.anderson@ncdsb.com](mailto:yvonne.anderson@ncdsb.com) by 12:00 p.m. on Monday, May 30, 2022.
- As an individual, feedback is to be sent directly to Anna Pisano at [anna.pisano@ncdsb.com](mailto:anna.pisano@ncdsb.com) by 12 p.m. on Tuesday, May 31, 2022.

#### **E. CO-CHAIR REPORTS**

- Nil Report

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

##### **1. Celebrating Excellence Award Ceremony 2022**

Superintendent Forsyth-Sells reported that on Thursday, May 5, 2022, Niagara Catholic held the Celebrating Excellence Award Ceremony at the Niagara Falls Convention Centre. The evening celebrated, acknowledged and honoured the recipients of the:

**Catch the Spirit Award:** This award is presented annually to a student from each elementary and secondary school and Continuing Education who demonstrates outstanding qualities in the following areas: Catholic Leadership; Catholic Faith and Catholic School Philosophy; Family Commitment; School Community Relations (rapport with teachers and other students); Involvement in School Affairs and Activities; Involvement in Community Activities; Commitment to a Difficult Situation or Task; and High Degree of Academic Excellence.

**Distinguished Alumni:** This award is presented to a graduate of more than ten years from a Niagara Catholic secondary school who reflects the characteristic of the Ontario Catholic School Graduate Expectations and has achieved success in their adult life.

The recipients for 2022 are:

- Dr. Sabrina DiLonardo-Burr, Saint Paul Catholic High School, Class of 2006
- Dan Giancola, Denis Morris Catholic High School, Class of 1988
- April Mullen, Saint Paul Catholic High School, Class of 2000
- Menaka Swampillai-Evans, Notre Dame College School, Class of 1991

**Inspiration Award:** This award is presented annually to exemplary Niagara Catholic employees who embody the Mission, Vision and Values of our system, our vocation and our call to serve students, colleagues and our Catholic community. The award is presented in recognition of faithful, passionate, innovative and exemplary contributions to Niagara Catholic. The recipients for 2022 are:

- Leonora Amorim, St. Alfred Catholic Elementary School
- Glenn Gifford, Saint Michael Catholic High School
- John Giroux, Holy Cross Catholic Secondary School
- Joan Kelly, St. Anthony/St. Augustine Catholic Elementary Schools
- Jason Naphin, Denis Morris Catholic High School
- Anna Pascuzzi, Our Lady of Victory Catholic Elementary School
- Rosanne Sandel, St. George Catholic Elementary School
- Matthew Smith, Saint Paul Catholic High School

## 2. NCPIC Membership and Meeting Dates 2022-2023

Superintendent Forsyth-Sells reported that a memo was sent to all principals/vice-principals on Tuesday, April 19, 2022 to promote the nomination process for parent/guardian and community representatives on the NCPIC for the 2022-2023 school year. Nomination forms have been posted on the Board website.

- Community representatives are to complete and submit their application no later than Wednesday, September 14, 2022.
- Parents/Guardians are to complete and submit the parent/guardian nomination form no later than Friday, October 7, 2022.

All NCPIC members have been sent the nomination forms. Members coming to an end of their term were encouraged to complete a nomination form for the 2022-2023 school year. For the 2022-2023 the following parent/guardian positions are available.

Fort Erie/Port Colborne/Wainfleet		1 position
Grimsby/Lincoln/West Lincoln		1 position
Niagara Falls		2 positions
St. Catharines/Niagara-on-the-Lake		3 positions
Thorold/Merritton		1 position
Welland/Pelham		1 position

**2022-2023 Meeting Dates:**

- September 8, 2022 (last meeting of the 2021-2022 school year)
- November 3, 2022 (first meeting of the 2022-2023 membership)
- January 12, 2023
- March 2, 2023
- May 4, 2023
- September 2023 (TBD)

**3. NCPIC Financial Report**

Superintendent Forsyth-Sells reported on the finances of the NCPIC and proposed that a \$250.00 honourarium be provided to Fr. Thomas Lynch to support Priests for Life Canada as a thank you, for his time and presentation. The honourarium was approved by consensus.

On behalf of the Director of Education and the Senior Administrative Team, Superintendent Forsyth-Sells thanked all members for their continued support of the Niagara Catholic Parent Involvement Committee, Catholic School Councils, parents/guardians and students in the Niagara Catholic District School Board.

**G. COMMUNITY REPORTS**

**Society of St. Vincent de Paul**

Co-Chair Kouroushis provided the Society of St. Vincent de Paul report on behalf of Shelley Gilbert.

- St. Vincent de Paul will be sending boys and girls to the St. Vincent de Paul Camp in Chatham this summer.
- One sea container will be sent again to Nunavut over the summer.
- St. Vincent de Paul food banks are busy and seeing more single people in need.
- Some Niagara Catholic elementary and high schools supported the Easter Food Drive.
- The St. Vincent de Paul soup kitchen in St. Catharines is seeing an average of 100 people a day for lunch.

**H. ONTARIO ASSOCIATION FOR PARENTS IN CATHOLIC EDUCATION (OAPCE)**

- Nil Report.

## **I. SPECIAL EDUCATION ADVISORY COMMITTEE (SEAC) REPORT**

Co-Chair Kouroushis provided a report on behalf of the Special Education Advisory Committee:

- **SOAR SECONDARY and POST-SECONDARY TRANSITION PROGRAMS**  
The Student Support Department and the Learning Disabilities Association of Niagara Region (LDANR) have collaborated to offer SOAR virtual sessions to assist students in Grades 7 and 8 transitioning to secondary school and students in Grades 11 and 12 transitioning to post-secondary. The sessions will begin in May.
- **SECONDARY TUTORING**  
The Student Support Department has partnered with LEARNstyle educational training company to offer individualized and small group sessions for select secondary students who would benefit from an online tutoring experience offered outside of school hours. Programs are being offered as individual tutoring sessions (five sessions per student) or small-group literacy and numeracy sessions (eight sessions per group).

## **J. BISHOP/DIOCESAN REPORT**

Fr. Paul MacNeil reported:

- The local listening phase of the Synod 2023 is essentially complete. The Diocesan committee will be spending the next several weeks collating and organizing the information into a 10 page diocesan report that will be sent to the Ontario Bishops, then to the Canadian Bishops and then to Rome. Rome will then use this information to inform their upcoming Synod of Bishops in 2023. This synod will result in a document outlining a response to the synod that the people of God can use to better equip their churches to respond to the needs of humanity and to evangelize our world.
- Thank you for those who participated in our synod listening sessions for parents of our school children. There were more facilitators than participants, which in itself also sends a message about the relevance of our churches in today's culture.
- As a local follow up, the Bishop is planning a diocesan summit to review the input locally and create a vision and plan for the diocese moving forward.

## **K. STUDENT SENATE REPORT**

Co-Chair Kouroushis provided the Student Senate report on behalf of Allan Buri.

- On April 28, the Niagara Catholic Student Leadership Symposium was held at Club Roma. Student leaders from every elementary and secondary school in the Board took part in Family of Schools elections led by Student Senators, and our new elementary and secondary Co-Chairs were selected for the 2022-2023 school year.
- Mental Health Week partnered with Catholic Education Week during the week of May 1-6 with the theme "Rebuild, Restore, Renew Together". The Student Senate provided several opportunities for students to increase their awareness of how to prevent and address mental health issues, including brochures, social media posts, announcements, videos and a quiz. Overall impression from students was positive.

- The Student Senate Scholarship Application has closed. There are two scholarships valued at \$500 available to any graduating Niagara Catholic student who exemplifies exceptional commitment to their school, community and faith. The Senate will be choosing the two winners in May.

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

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

**M. TRUSTEE REPORT**

Trustee Prince reported:

- At the April Board Meeting, Controller of Facilities Clark Euale provided an update to the motion passed in the fall to install, and supply menstrual product dispensers in all of our Board sites. Each of the secondary schools will have 2 dispensers installed that will contain both tampons and pads. Our elementary schools will have 1 installed and be supplied with either a combination of tampons and pads or just pads. The ministry has given Niagara Catholic 13 units and pads which are being installed in our larger elementary schools.
- At our Committee of the Whole meeting on May 10, Clark Euale shared the distribution plan of HEPA filters and costs moving forward to maintain and replace filters as required. For information as what has been installed in individual schools, you can see on niagaracatholic.ca and click on the Covid19 Public Information Link.
- April 21-23, Trustees from across Ontario gathered for our AGM. We took part in sessions focusing on equity, Indigenous issues and heard from keynote speaker Dr. Mark McGowan. Trustee Burtnik was recognized for her 25 + 2 years of service to Catholic Education. She was also honoured with the OCSTA Trustee Award of Merit.
- On behalf of Chair Huibers, Vice-Chair Moody and all the Trustees, we wish you, your families and all families of Niagara Catholic a safe, warm and wonderful summer.

**N. NEW BUSINESS/AGENDA ITEMS-DISCUSSION FOR FUTURE MEETINGS**

George Roussos requested a review of the Student Transportation Policy (500.2) and Administrative Operational Procedures, specifically requirements for transportation eligibility.

**O. NEXT MEETING:** Thursday, September 8, 2022 (last meeting of the 2021-2022 school year).

**P. CLOSING PRAYER:** Fr. Paul MacNeil led the closing prayer.

**Q. ADJOURNMENT**

Moved by: Chris Kouroushis

**THAT** the May 11, 2022 meeting of the Niagara Catholic Parent Involvement Committee be adjourned.

**CARRIED**

This meeting was adjourned at 8:19 p.m.

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**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
DECEMBER 20, 2022**

***PUBLIC SESSION***

**TITLE: MINUTES OF THE NIAGARA CATHOLIC SPECIAL  
EDUCATION ADVISORY COMMITTEE MEETING OF  
OCTOBER 5, 2022 AND NOVEMBER 2, 2022**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board receive the Minutes of the Niagara Catholic Special Education Advisory Committee Meeting of October 5, 2022 and November 2, 2022 as presented for information.





# MINUTES of the

## SPECIAL EDUCATION ADVISORY COMMITTEE MEETING

WEDNESDAY, OCTOBER 5, 2022

6:30 PM

Virtual Meeting in Compliance with Education Act Section 207 and  
Ontario Regulation 463/97 Section 5.1 (2)

***PUBLIC ACCESS LIVE STREAM LINK***

<https://niagarcatholic.ca/meetings-livestream/>

### A. ROUTINE MATTERS

#### 1. Land Acknowledgement

*Introduction:*

*The Niagara Catholic District School Board wishes to honour the Indigenous people who have been the protectors of this land, known as Turtle Island, for more than ten thousand years.*

*We begin this meeting by acknowledging the land on which we gather is the traditional territory of the Haudenosaunee and Anishinaabe peoples, many of whom continue to live and work here today. This territory is covered by the Upper Canada Treaties and is within the land protected by the Dish With One Spoon Wampum agreement. Today this gathering place is home to many First Nations, Métis and Inuit peoples and acknowledging reminds us that our great standard of living is directly related to the resources and friendship of Indigenous people.*

#### 2. Opening Prayer

Monique Somma provided the opening prayer

#### 3. Roll Call

October 5, 2022

Members	Affiliations	Yes	Excused
Cipriano, Camillo	Director of Education		X
Pizzoferrato, Gino	Superintendent of Education	x	
Glencross, Emily	Learning Disabilities Association of Niagara Region	x	
Maxwell, Michelle	Niagara Children's Centre	x	
Kelly, Tara	Pathstone Mental Health	x	
Palombo, Pina	Down Syndrome Niagara	x	
Attree, Alexandria	Autism Ontario Niagara Region	x	
Shawano, Willow	Indigenous Representative		X
Smith, Lorraine	Mainstream	x	
Smith, Rita	Community Living (Port Colborne/Wainfleet)	x	
Somma, Monique	Co-Chair - Community Living (Welland/Pelham)	x	
Burtnik, Kathy	• <b>Trustee of the Board</b>	x	
Sicoli, Dino	• <b>Trustee of the Board</b>	x	

Mackenzie Agretto	• <b>Student Senate Representative</b>		X
Filice, Adele	• <b>Principal, Secondary</b>		X
Walsh, Susy	• <b>Principal, Elementary</b>	x	
Di Gioia, Jim	Coordinator of Student Support		X
Giancola, Danny	Coordinator of Student Support	x	
Di Toro, Anthony	Coordinator of Student Support		X
Mancuso, Anthony	Behaviour Resource Teacher	x	
Davies, Elizabeth	Administrative Assistant/Recording Secretary	x	

**4. Approval of the Agenda**

Moved by Emily Glencross  
 Seconded by Alexandria Attree

**5. Declaration of Conflict of Interest**

No disclosure of interest were declared with any items on the agenda

**6. Approval of Minutes of the Special Education Advisory Committee Meeting of June 1, 2022**

Moved by Lorraine Smith  
 Seconded by Michelle Maxwell

**7. Meeting of September 7, 2022 Information Session only (no quorum)**

**B. PRESENTATION**

1. Ready, Willing & Able Presentation – Natalie Bianco

**C. AGENDA ITEMS**

**1. Early Vote: Chair/Co-Chair (Gino)**

Monique has accepted nomination as chair. No others were offered  
 Pleased to acclaim Monique Somma

Monique Somma nominated Community Member – Christine Donato. Christine was a student in Hamilton Catholic within the inclusive education model. She holds a masters degree in Child and Youth Studies from Brock University as well as a diploma in Early Childhood Education. She has an extensive background in assistive technology and lives with a physical disability and a communication impairment. She offers a unique personal perspective as well as a wealth of knowledge to our current SEAC.

**Chairperson Burtnick** – Do we recommend to the Board? Gino recommends that SEAC brings community member forward to Board. Monique Somma & Alexandria Attree both support 7 votes in favour – unanimous

**Superintendent Gino** - Still working through identifying our indigenous member. Pat Rocca & Brian Khon through IAC will be recommending to SEAC.

Structure of SEAC is shifting – currently have 7 community members, we can have 10. We are in the process of identifying new community members.

**2. Discussion of Agency SEAC goals for 2022/2023 school year (Monique/Gino)**

Last spring we brainstormed 2 goals shown on document. 2 sub committees were set up. Monique will send as google doc so each member can sign up for one of the goals. Monique will circulate through google docs for members to sign up. Improve transitions for all students and

better improve access and services.

GINO – We want people to register where they are most interested. You aren't restricted to commenting on the other goal.

MONIQUE – Any questions? We are excited to get working on it.

### 3. **Committee Membership** (Gino)

Structure of the committee is shifting. We currently have 7 community partner members. We can have up to 10. We are in the process of identifying new community members.

We have also included student support member representing the different areas of Special Ed. Speech Pathologist, Student Support Facilitator, Behaviour Analyst, Behaviour Resource Teacher, and Teacher of the Blind/Low Vision. It's a good opportunity for live feedback and available as resource for SEAC. They will be referred to as observers & a liaison resource to the committee if required.

### 4. **SEAC Sub-Committee Overview** (Gino)

Consider dividing committee among the goals (1/2 goal #1/ 1/2 goal #2)

- a. Communications
- b. Survey – **GINO** – will bring an update at the next meeting. Working with ethics committee to get confirmation to move forward.
- c. Ministry Reports – **GINO** – This is a way to bring in new initiatives from Ministry. Will continue to maintain regular reporting structure and updates.
- d. Policy – **MONIQUE** – Last year we accepted feedback from everyone. Would like to continue to do it this way.  
**GINO** – I appreciate digital approach to make it available. We may discuss report for our awareness then forward to review parties as submission from SEAC.

### 5. **SEAC Brochure** (Gino)

**GINO** – We have received feedback from most committee members. If you have not responded to accuracy of contact information please email Gino/Elizabeth.

## **D.AGENCY REPORTS**

### **Learning Disabilities Association of Niagara Region** – Emily Glencross

Fall programs are starting up this month. We still have some spots available ex. Sole Secondary (transition to high school).

Y to Youth Support Group – for all high school students with learning disabilities. Enrollment can take place anytime during the year. They run from month to month. These programs require assessments so are more demanding.

It is Learning Disability Awareness Month – October. Check out the facebook page.

### **Niagara Children's Centre** – Michelle Maxwell

No report.

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

Ongoing construction of new river house location in Welland. Currently exploring a new model of intake in partnership with Contact Niagara. All programs are running and busy.

**Autism Ontario Niagara Region – Alexandria Attree**

Currently going through policy program memorandum for provision for Health Support Services in school setting, completing a draft consultation and connecting high functioning children with the program. Connecting children with high functioning autism with ABA

**Mainstream – Lorraine Smith**

Pleased to announce that Joyce Fretz was recently hired as the new Director of Programs. We look forward to working with Joyce to continue the journey of moving Mainstream forward. We are also in the process of hiring a *new Executive Director for Mainstream and Gateway as John is retiring.*

Amalgamation with gateway is still being discussed.

Options Niagara Program is still in the planning stages of organizing Pathways to Success (resource fair for people we support). Hopefully to be held at the Pen Centre. The date will be announced at a later date. Several information sessions with the focus being on the power of attorney and guardianships for families are being planned.

**Community Living (Port Colborne/Wainfleet) – Rita Smith**

No report

**Down Syndrome Niagara – Pina Palombo**

October is Down Syndrome Awareness Month.

We recently had our annual Friendship Walk (previously called “Buddy Walk”). Held on Sunday, September 25, 2022 at Heartland Forest.

Our partner group Homies with Chromies are taking a group of our DS individuals to the Medieval Times Dinner and Theatre Show on Saturday, October 22, 2022. The event is free and is totally funded by the Homies with Chromies Association for all individuals with Down Syndrome of all ages.

Our annual Halloween Down Syndrome Dance will be in person this year on Saturday, October 29 at 3:30 p.m. at St Andrew’s United Church in Niagara Falls.

Morgan Cooper has accepted the position as the alternate designate for Down Syndrome Niagara (DSN) SEAC group.

Our next DSN meeting is T.B.A.

**E.STAFF REPORTS**

**Superintendent of Education – Gino**

Spec Ed pleased to report increase in enrollment has brought an increase in needs. We have topped up EA deployment in the system to support those needs. We have added an additional 21 EAs and more are on the radar. I credit Principals, staff, and EA’s for putting processes in place to build success and working with us. We are monitoring the situation and looking for other means of support as well. We are working with FACS Niagara updating the FACS protocol. Was provided in draft to our school principals in August. We are enhancing a new approach and struck a Liaison Committee comprised of Administrators from Niagara Catholic and Executive Staff from FACS. We have a plan on how we will gather live data and meet regularly to discuss how we can improve it and develop a final version of protocol. Linda Filbert is excited for FACS and Niagara Catholic to develop Walk the Path together. The mandate is to be partners on the journey – share the learning & prioritize.

We also have Teams of central staff & principals working together to provide a Centre of Excellence - Opportunities to integrate students into same grade classrooms. You will hear more about this over time as we start to gather information on the success of this model.

**Elementary Principal - Suzy**

Staff from elementary and secondary schools are very excited that SNAP is back. Schools are sending students to experience in special ways dance, movement, joy, physical activity and fun. Hoping to get student testimonials soon.

**SEAC – Danny**

Student Support is offering a series of topic specific information sessions throughout this school year and starting now. These sessions have been scheduled in a virtual format to maximize staff participation. Our first sessions focused on orienteering our new Educational Resource Teachers on process, best practice, forms and programs. Our Program Resource Teachers hosted this session. An introduction and review of the Kindergarten Speech Language Pathology Referral Process and Kindergarten screening tool was hosted by our Speech and Language Pathologists. The Mental Health Referral process and programs sessions has been hosted by our Mental Health Lead. Our upcoming session on Standardized Special Education Assessments will be hosted once again by our Program Resource Teachers. Finally, our last session for this initial roll-out will be hosted by our Behaviour Resource Teachers on our new Integrated Behaviour Model: Quick Tips and Strategies for De-escalation. Thank you to our Student Support Staff who organized and delivered these sessions.

A workshop to support staff who are working with deaf or hard of hearing students has been offered through our Itinerant Program Resource Teachers. The workshop took place on Oct. 4 with two virtual sessions offered in the morning and afternoon. Amy King and Kristi Stano, Resource Services-Outreach Programs from our Provincial School partners also supported the delivery of this information to Niagara Catholic staff. The workshop focused on hearing loss, interpreting audiograms, FM Systems in the classroom, well-being, academic and social implications of a student's hearing loss in the classroom and supporting students with a hearing loss in a virtual format. Thank you to our IPRTs for organizing the day and to all Niagara Catholic staff who attending this workshop.

Student Support will continue to provide an opportunity for each of Niagara Catholic's secondary Special Education classrooms to participate in 35 weekly virtual Niagara Catholic ROCKS with Mendelt sessions for this school year. Mendelt Hoekstra is a Music Therapist executive and artistic director of the Momentum Choir. The first sessions took place the week of Sept. 27. The students are having a wonderful time in the program. Thank you to our Student Support Facilitators for supporting this initiative.

Student Support is recognizing Learning Disabilities Awareness for the month of October. A memo has been shared with the system highlighting important information that can be found on the LDAO website and our local chapter of LDANR.

SNAP is back. Supporting Neurodiversity through Adaptive Programming is once again in-person this school year. S.N.A.P. is set up for individuals experiencing disability and provides them with unique movement experiences. The program includes a wide range of activities such as educational gymnastics, dance and movement education, games, and other activities of daily living. Activities can be modified to meet the needs and capabilities of the individual participating.

All schools in Niagara Catholic will have a chance to send students to this program. We thank the Brock SNAP staff for making this opportunity possible.

The Niagara Catholic Learning Centres of Excellence Programs are in progress. Student Support Staff are working with school staff to identify appropriate candidates for the program. Students who are identified for the program are those with a Learning Disability, Mild Intellectual Disability or Language Impairment. The LCE Program aims to provide targeted and intensive instruction to improve students' overall ability level. Our next step is to meet with families to discuss possible placement. Our target date for student entry into the program is Nov. 1.

Niagara Catholic is on to phase two of the Empower Literacy Program implementation. School staff are currently screening and selecting student candidates for the program. A data collection process has been established to help track progress, success and challenges that may arise. The program is scheduled to begin with students either before or soon after October 10<sup>th</sup>.

Monique - Q: – Last point what is the scope of the Center of Excellence.

Danny - A: Language impairment, disability, kids that struggle but need intensive targeted instruction – target their learning goals in their IEP.

Monique - Q – What is the trajectory of students having access to this program? Duration, intervention, forever?

Danny - A – No timeframe is set. Kids are idea for an exceptionality. We want to monitor progress and evaluate learning goals. This takes time. Un-officially we like them to stay in for 1 year but it can extend it into year 2 & 3. We explain to parents it is an open discussion on how their experience is going. We need to determine if we have met their goals to get them back into their home program.

**F. TRUSTEE REPORTS - Trustee Burtick**

Exceptional positive reopening with higher enrolment than estimated. Gino down played responsiveness of his team and how they met those challenges. Well planned response to children in our schools. Cudos to you and your team that make Niagara Catholic is very proud.

Awesome report at CW meeting on Summer Learning Program. It again shows how quickly our staff can respond to our challenge and the follow up to track that success from a very deliberate learning opportunity. Speaks really well to the commitment of our staff.

On a financial side the Board is in great shape. Revised estimates will be out in October. And audited financials come to the Board in November.

Lots to complain about in this world but none of us should complain about the staff.

**G. STUDENT REPORT**

**H. NCPIC REPORT**

**I. NOTICES OF MOTION**

**J. INFORMATION ITEMS**

**K. MOMENT OF SILENCE / REFLECTION OF LIFE – MONIQUE**

Re-read prayer from at the beginning for those who didn't hear.

Saint Maria Fostana Day – had vision of creating Divine Mercy Painting. Kept journal and wrote about her conversations with God. Prayer to be merciful – fitting for the work that we do.

**L. NEXT MEETING**

Wednesday, November 2, 2022 at 6:30pm

**M. ADJOURNMENT**

Motion to adjourn – Lorraine Smith

Seconded - Emily Glencross



# MINUTES OF THE SPECIAL EDUCATION ADVISORY COMMITTEE MEETING

**WEDNESDAY, NOVEMBER 2, 2022**

**6:30 PM**

Virtual Meeting in Compliance with Education Act Section 207 and  
Ontario Regulation 463/97 Section 5.1 (2)

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

**A. ROUTINE MATTERS**

**1. Land Acknowledgement – Superintendent Pizzoferrato**

*Introduction:*

*The Niagara Catholic District School Board wishes to honour the Indigenous people who have been the protectors of this land, known as Turtle Island, for more than ten thousand years.*

*We begin this meeting by acknowledging the land on which we gather is the traditional territory of the Haudenosaunee and Anishinaabe peoples, many of whom continue to live and work here today. This territory is covered by the Upper Canada Treaties and is within the land protected by the Dish With One Spoon Wampum agreement. Today this gathering place is home to many First Nations, Métis and Inuit peoples and acknowledging reminds us that our great standard of living is directly related to the resources and friendship of Indigenous people.*

**2. Opening Prayer**

Chair Somma provided the opening prayer

**3. Roll Call**

Members	Affiliations	Yes	Excused
Somma, Monique	Community Living (Welland/Pelham) - CHAIR	x	
Glencross, Emily	Learning Disabilities Association of Niagara Region	x	
Maxwell, Michelle	Niagara Children’s Centre	x	
Kelly, Tara	Pathstone Mental Health	x	
Palombo, Pina	Down Syndrome Niagara	x	
Attree, Alexandria	Autism Ontario Niagara Region	x	
T.B.D.	Indigenous Representative		



Smith, Lorraine	Mainstream	x	
Wencel, Sara (for Rita Smith)	Community Living (Port Colborne/Wainfleet)	x	
Burtnik, Kathy	Trustee of the Board		x
Sicoli, Dino	Trustee of the Board		x
Filice, Adele	Principal, Secondary	x	
Walsh, Susy	Principal, Elementary		x
Pizzoferrato, Gino	Superintendent of Education	x	
Agretto, Mackenzie	Student Senate Representative		x
Di Gioia, Jim	Coordinator of Student Support		x
Giancola, Danny	Coordinator of Student Support	x	
Di Toro, Anthony	Coordinator of Student Support		x

Observers	Affiliations	Yes	Excused
Harrington, Kavitha	Speech-Language Pathologist	x	
Brochu, Grace	Student Support Facilitator	x	
De Lisio, Angela	Behaviour Analyst	x	
Mancuso, Vincent	Behaviour Resource Teacher	x	
Vanderlee, Carole	Teacher of the Blind/Low Vision	x	
Davies, Elizabeth	Administrative Assistant/Recording Secretary	x	

**4. Approval of the Agenda**

**Moved by:** Lorraine Smith

**Seconded by:** Alexandria Attree

**5. Declaration of Conflict of Interest**

No disclosure of interest were declared with any items on the agenda

**6. Approval of Minutes of the Special Education Advisory Committee Meeting of October 5, 2022**

**Moved by:** Pina Palumbo

**Seconded by:** Emily Glencross

**B. PRESENTATION**

**1. People Helping People Achieve – Presenter - Dan Tonello**

PHPA is a group of self-advocates with intellectual disabilities who are working together to weave themselves into the fabric of the community. They have been active for 22 years.

Q: (Monique Somma) How does someone join PHPA? Is it for anyone in the Niagara Region or just Port Colborne? Monique

A: Contact Samantha Orth at Community living or Assistant Janice Phillips. Always looking for new members. We would like to have some younger people to keep the organization growing. We accept all members from the Region.

Q: (Emily Glencross) – What is the minimum age to join the group?

A: Pre-teen 20s 30s is a good starting point.

## C. AGENDA ITEMS

### 1. Discussion of Agency SEAC goals for 2022/2023 school year – Chair Somma

On the google doc please add your name to the goal you will focus on supporting this year.

[https://docs.google.com/document/d/1efNyKMwUPjjMIB7foywhRE\\_aEgOgi2ERYslyIRCwXA/edit?usp=sharing](https://docs.google.com/document/d/1efNyKMwUPjjMIB7foywhRE_aEgOgi2ERYslyIRCwXA/edit?usp=sharing)

We would like to establish something this fall so in January we can hit the ground running. The link in agenda has goals listed. You can sign up for the goal you are most interested to work on. Both presentations we have had, support our students to transitions from school. Goal 2 – focus on what will we focus on – Suzy suggested using school communications ex. focus on an organization & service they provide etc. Make it easily accessible.

Chair Somma will organize both goals and choose a lead for each group. Superintendent Pizzoferrato is looking at school board members as well. Monique to organize sub-committees. Would like to have it ready to present at the December meeting.

### 2. SEAC Sub-Committee Overview – Chair Somma

- a. Communications – Superintendent Pizzoferrato - Developed & approved pamphlet. 1 edit outstanding. Will complete and get it into our schools.
- b. Survey – In review process. We will embed into our goals once approved. Both committees can look at potential use & get recommendation from SEAC
- c. Ministry Reports – no update
- d. Policy – not reviewed this year no update

## D. AGENCY REPORTS

### Learning Disabilities Association of Niagara Region – Emily Glencross

Fall program applications opened on October 28<sup>th</sup> for families to apply. Programs offer academic, social & coping skills, and transition supports for youths with disabilities.

### Niagara Children’s Centre – Michelle Maxwell

Continuing with implementation of Smart Start Hubs. Communication coming soon.

Preparing for 2023-2024 Transition to School process

New website due to launch in November/December

### Pathstone Mental Health – Tara Kelly

Pathstone walk in clinic supporting kids up to age 18 opened at Pen Center for the next 6 weeks (until Dec 9<sup>th</sup>)

### Down Syndrome Niagara – Pina Palumbo

No report

### Autism Ontario Niagara Region – Alexandria Attree

Started back with in-person programming out of the McBain Centre in Niagara Falls. (You can see everything running on our website)

We have a fund raiser coming up on November 12 - 8 to 10 pm (doors open at 7 pm). Join us at

Showtime Comedy in St. Catharines for a fun night of comedy! Tickets are \$20 each and everyone is welcome. (Although we do recommend 18+) We hope to fill the place with community members, family members and caregivers looking for a night out, autistic adults and everyone in between! Please share with your networks and let's make this an amazing night!

<https://www.autismontario.com/civicrm/event/info?id=7667>

**Mainstream** – Lorraine Smith

No update

**Community Living (Port Colborne/Wainfleet)** – Sara Wencel

Started cooking classed 2 days per week at St Therese & 1 public school. We have reached out to Lakeshore Catholic as well.

**Community Living (Welland)** – Monique Somma

69<sup>th</sup> Annual General meeting was held on September 27, 2022 featuring Danny Lamb (music teacher) as keynote speaker and guest performance by Matt C (student 18) perform.

Our Annual Dinner Dance and Silent Auction is coming up on November 19, 2022. Tickets are \$75.

#### **STAFF REPORTS**

**Secondary Principal** – Adele

SNAP – running at Brock in person. High schools are starting to attend.

**Elementary Principal** – Susy

No update

**Student Support Department** – Danny

#### **1. Learning Centres of Excellence Program Update (See Attachment)**

Student Support Staff are continuing with our plan to transition students to the new Learning Centres of Excellence Classroom (LCE) Program. We recognize and understand that every student's learning profile is unique. For some students, an individualized classroom environment that caters to their ability and pace of learning would provide them the necessary space, time, and support to acquire essential literacy and numeracy skills. However, some of our students require an elevated level of support.

The **Learning Centres of Excellence (LCE)** program serves Niagara Catholic students with Intellectual and/or Communication disabilities in grades five to eight with a low-ratio classroom environment that concurrently supports developing learning and social skills as part of a safe, inclusive, and responsive school community based on Niagara Catholic's vision: Encountering souls and opening minds so that all students succeed. The LCE program will allow for more personalized and targeted instruction for students who require intensive programming. The Individual Education Plan will continue to address the student's modifications, accommodations and learning goals.

It's important to note that each student remains part of a school community where they will continue to participate in important events like sacraments, field trips, assemblies, social justice initiatives, and more. Students will have important integration opportunities where they will interact with their same-aged peer classmates, meet new friends and experience all the wonderful events of the regular classroom. French will also continue to be a requirement.

Some families are currently preparing for this new placement. Families and students have had an opportunity to visit the St. Mary Welland site to see the classroom and meet staff. The next steps will be the formal IPRC meeting and registration at St. Mary. Unfortunately, the St. Teresa of Calcutta program placement is currently on hold while Human Resources works towards filling the teacher position due to an unforeseen leave of absence.

Find attached the LCE Parent Information Guide for your reference.

## **2. Lexia Professional Learning Centres**

Lexia Professional Learning Sessions are taking place this month to support staff with implementation. PD will consist of both refresher sessions and those geared towards staff that are new to the program.

- 3.** Our first school year Gifted Module is being offered next week to students identified as Gifted. During this module, students will take an introspective look into the artist, Norval Morrisseau. Also known as Cooper Thunder Bird, Morrisseau was an Indigenous Canadian Artist who significantly impacted the culture and influence of art design in his images, colors and overall presentation. Students will have the opportunity to create their own piece in the style of Morrisseau.

## **TRUSTEE REPORTS – Trustee Leeann Prince**

Last week was the municipal election. Trustee Burtnik sent the following message as she didn't run for a seat this year.

*"Unfortunately I am unable to attend, please send my regrets and my most sincere appreciation to the folks who serve on this committee. I was hoping to be back to say personally how grateful I am for having learned more from them than they from I.*

*An honour and a privilege to have shared with each of them. Niagara catholic is better because of their commitment. I am better because of their passion."* Trustee Burtnik

## **E. STUDENT REPORT – Mackenzie**

No report

## **F. NCPIC REPORT**

First meeting for 2022-23 is Thursday, November 3, 2022 @ 6:30 p.m. at the Catholic Education Centre.

Live Stream Link is available on the meeting agenda on Niagara Catholics website.

- New and returning members will be introduced and welcomed to the Niagara Catholic Parent Involvement Committee
- All members of the NCPIC will participate in the annual commissioning in accordance with the Niagara Catholic Parent Involvement Committee Policy No. 800.7 and the By-Laws of the Niagara Catholic Parent Involvement Committee
- Terms of Office (one or two year terms) will be determined for parent/guardian representatives
- An election will take place for the Chair and/or two Co-Chairs of the Niagara Catholic Parent Involvement Committee for a term of two years (only parent/guardian representatives with a two (2) year term are eligible)
- An election will take place for the vacancy of the Niagara Catholic OAPCE Regional Director for the 2022-2023 school year (one year term)
- Subcommittees will be formed
- Danielle Black, Coordinator of Library Information Centres will be making a presentation and gathering parent/guardian feedback on school Library Information Centres in Niagara Catholic

**G. NOTICES OF MOTION**

none

**H. INFORMATION ITEMS**

None

**I. MOMENT OF SILENCE / REFLECTION OF LIFE**

**J. NEXT MEETING**

Wednesday, December 7, 2022 at 6:30 pm

**K. ADJOURNMENT**

**Motion to adjourn:** Alexandria Attree

**Seconded:**

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
DECEMBER 20, 2022**

***PUBLIC SESSION***

**TITLE: MINUTES OF THE AUDIT COMMITTEE MEETING OF  
SEPTEMBER 23, 2022**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board receive the Minutes of the Audit Committee Meeting of September 23, 2022 as presented for information.



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

**FRIDAY, SEPTEMBER 23, 2022**

Minutes of the Audit Committee Meeting (public session) of the Niagara Catholic District School Board, held on September 24, 2022 electronically in compliance with Education Act Section 207 and Ontario Regulation 463/97 Section 5.1(2).

The meeting was called to order at 10:04 a.m. by Chair Mario Falvo.

### A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayer was led by Director Camillo Cipriano.

2. Roll Call

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

Resources to the Audit Committee were in attendance:

- Camillo Cipriano**, Director of Education
- Giancarlo Vetrone**, Superintendent of Business and Financial Services
- Rosa Rocca**, Controller of Business and Finance
- Andrea Eltherington**, Regional Internal Audit Manager
- Cathy DeLuca**, Senior Regional Internal Auditor
- Melanie Dugard**, Grant Thornton LLP

Staff in attendance:

**Grant Frost**, Chief Information Officer

**William Mancini**, IT Engineer

**John Forte**, Privacy and Risk-Advisor

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

**3. Election of Chairperson for the Fiscal Year 2022-2023**

Moved by Kathy Burtnik

Second by Louie Finelli

**THAT** the Niagara Catholic Audit Committee agrees to postpone the Nominations and the Election of a New Chair for the 2022-2023 Niagara Catholic Audit Committee until November 2022 after the Municipal Elections.

**CARRIED**

**4. Approval of the Public Agenda of September 23,2022**

Moved by Rhianon Burkholder

Second by Kathy Burtnik

**THAT** the Niagara Catholic Audit Committee approve the Agenda of the Audit Committee Meeting (Public Session) of Friday, September 23, 2022 as presented.

**CARRIED**

**5. Declaration of Conflict of Interest**

**5.1 Declaration of Conflict of Interest Form (2022-2023)**

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

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

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

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

**6.1 June 17, 2022**

Moved by Louie Finelli

Second by Rhianon Burkholder

**THAT** the Niagara Catholic Audit Committee approve the Minutes of the Audit Committee Meeting (Public Session) of June 17, 2022 as presented.

**CARRIED**

**B. REPORTS**

**1. Regional Internal Audit Status Report**

**1.1 Update**

Andrea Eltherington presented the Memorandum to update the committee members.



## **1.2 RIAT Education and Training Plan**

Andrea Eltherington presented the RIAT Education and Training Plan to the committee members.

## **C. OTHER**

### **1. Recruitment of the Non Board Member Positions of the Niagara Catholic Audit Committee, Section 7 of the Ontario Regulation 361/10.**

The Niagara Catholic Audit Committee Members, Director Camillo Cipriano and Giancarlo Vetrone wanted to thank and acknowledge Mario Falvo and Louie Finelli's wisdom and knowledge the gave in volunteering for the Non Board Member Positions of the Niagara Catholic Audit Committee.

## **D. BUSINESS IN CAMERA**

Moved by Kathy Burtnik  
Seconded by Louie Finelli

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

**CARRIED**

The Niagara Catholic Audit Committee moved into the In Camera Session of the Committee Meeting at 10:29 a.m. and reconvened at 11:34 a.m.

## **E. FUTURE MEETINGS**

Next Audit Committee Meeting is Wednesday, November 23, 2022

**Noted:** Director Camillo and Giancarlo Vetrone wanted to thank Trustee Kathy Burtnik for her support and proficiency she brought to the Niagara Catholic Audit Committee, as she will be retiring from this position.

## **F. ADJOURNMENT**

Moved by Louis Finelli  
Seconded by Rhianon Burkholder

**THAT** the September 23, 2022 meeting of the Niagara Catholic Audit Committee be adjourned.

**CARRIED**

The Niagara Catholic Audit Committee Meeting was adjourned at 11:38 a.m.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
DECEMBER 20, 2022**

***PUBLIC SESSION***

**TITLE: TRUSTEE HONORARIUM FOR THE YEAR NOVEMBER 15,  
2022 TO NOVEMBER 14, 2023**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the Trustee Honorarium for the year period from November 15, 2022 to November 14, 2023, as noted in Appendix A, as follows:

\$16,401 for the Chairperson of the Board  
\$13,390 for the Vice-Chairperson of the Board  
\$10,378 for the Other Trustees.

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

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

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

Date: December 20, 2022



## **REPORT TO THE BOARD DECEMBER 20, 2022**

### **TRUSTEE HONORARIUM FOR THE YEAR NOVEMBER 15, 2022 TO NOVEMBER 14, 2023**

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#### **BACKGROUND INFORMATION**

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

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

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

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

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

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

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

- \$16,401 for the Chairperson of the Board
- \$13,390 for the Vice-Chairperson of the Board
- \$10,378 for the Other Trustees

**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the Trustee Honorarium for the year period from November 15, 2022 to November 14, 2023, as noted in Appendix A, as follows:

\$16,401 for the Chairperson of the Board  
\$13,390 for the Vice-Chairperson of the Board  
\$10,378 for the Other Trustees.

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

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

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

Date: December 20, 2022

HONORARIUM PAYABLE TO BOARD TRUSTEES		NOVEMBER 15, 2022 TO NOVEMBER 14, 2023		
		Annual Base Amount	Annual Enrolment Amount	Annual Total Honorarium
MAXIMUM BASE AMOUNT		\$5,900		
Increase in CPI		0.0%		
Maximum Base Amount for the year		\$5,900		
Enrolment ADE - 2021-2022		20,470		
Enrolment Factor		\$1.75		
Enrolment Amount		\$35,823		
Number of Members		8		
MAXIMUM ENROLMENT AMOUNT*		\$4,478		
<b>MAXIMUM AMOUNT FOR MEMEBERS</b>		<b>\$5,900</b>	<b>\$4,478</b>	<b>\$10,378</b>

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

HONORARIUM PAYABLE TO BOARD CHAIR		NOVEMBER 15, 2022 TO NOVEMBER 14, 2023		
		Annual Base Amount	Annual Enrolment Amount	Annual Total Honorarium
MAXIMUM BASE AMOUNT		\$5,900		
Increase in Core Consumer Price Index		0.0%		
Maximum Base Amount for the year		\$5,900	\$4,478	
<b>ADDITIONAL BASE AMOUNT FOR CHAIR</b>		\$5,000		
Enrolment ADE		20,470		
Enrolment Factor		\$0.05		
Enrolment Amount <b>(A)</b>		\$1,024		
Minimum Amount <b>(A &lt; \$500)</b>		\$500		
Maximum Amount <b>(A &gt; \$5000)</b>		\$5,000		
ADDITIONAL ENROLMENT AMOUNT		\$1,024		
<b>MAXIMUM AMOUNT FOR MEMEBERS</b>		<b>\$10,900</b>	<b>\$5,501</b>	<b>\$16,401</b>

HONORARIUM PAYABLE TO BOARD VICE CHAIR		NOVEMBER 15, 2022 TO NOVEMBER 14, 2023		
		Annual Base Amount	Annual Enrolment Amount	Annual Total Honorarium
MAXIMUM BASE AMOUNT		\$5,900		
Increase in CPI		0.0%		
Maximum Base Amount for the year		\$5,900	\$4,478	
MAXIMUM BASE FOR VICE-CHAIR		\$2,500		
Enrolment ADE		20,470		
Enrolment Factor		\$0.025		
Enrolment Amount <b>(A)</b>		\$512		
Minimum Amount <b>(A &lt; \$250)</b>		\$250		
Maximum Amount <b>(A &gt; \$2,500)</b>		\$2,500		
ADDITIONAL ENROLMENT AMOUNT		\$512		
<b>MAXIMUM AMOUNT FOR MEMEBERS</b>		<b>\$8,400</b>	<b>\$4,990</b>	<b>\$13,390</b>

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
DECEMBER 20, 2022**

***PUBLIC SESSION***

**TITLE: TRUSTEE EXPENSES AND REIMBURSEMENT FOR THE  
FISCAL YEAR 2021-2022**

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The Trustee expenses and reimbursement for the fiscal year 2021-2022 is presented for information.

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

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

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

Date: December 20, 2022



## **REPORT TO THE BOARD DECEMBER 20, 2022**

### **TRUSTEE EXPENSES AND REIMBURSEMENT FOR THE FISCAL YEAR 2021-2022**

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#### **BACKGROUND INFORMATION**

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

It is the responsibility of individual Trustees to submit reasonably related specific expenses incurred in the role and responsibility of Catholic Trustees ensuring that all expenses claimed by Trustees are associated with the responsibilities of a Board member in compliance with the Education Act, Regulations and Board Policy.

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

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

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

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

Attached to the report is Appendix A, which provides the Trustee expenses for the previous fiscal year 2021-2022.

The Trustee expenses and reimbursement for the fiscal year 2021-2022 is presented for information.

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

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

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

Date: December 20, 2022



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
TRUSTEE EXPENDITURES & REIMBURSEMENT SUMMARY  
SEPTEMBER 1, 2021 - AUGUST 31, 2022**

**2021 - 2022 Trustee Expenditures & Reimbursement**

Trustee Name			Office Equipment	Office Supplies/Phone Charges	Conference & Workshop	Travel (ie. Mileage)	Internet	Total Expenses
Leanne Prince	Trustee	1010	-	-	2,222.33	-	360.00	2,582.33
Kathy Burtnik	Trustee	1011	-	-	2,678.13	-	360.00	3,038.13
Larry Huibers	Chair of the Board	1012	-	-	122.60	-	360.00	482.60
Paul Turner	Trustee	1013	-	-	689.58	-	360.00	1,049.58
Dino Sicoli	Trustee	1014	-	-	612.17	-	360.00	972.17
Frank Fera	Trustee	1015	-	-	812.18	-	360.00	1,172.18
Daniel Moody	Vice-Chair of the Board	1016	-	-	-	-	360.00	360.00
Rhianon Burkholder	Trustee	1017	-	-	2,896.42	33.41	360.00	3,289.83
Central Purchases			-	-	-	-	-	-
<b>Total - Trustees</b>			-	-	<b>10,033.41</b>	<b>33.41</b>	<b>2,880.00</b>	<b>12,946.82</b>

**2021 - 2022 Student Trustee Expenditures & Reimbursement**

	Name		Office Equipment	Office Supplies/Phone Charges	Conference Workshop	Travel (ie. Mileage)	Internet	Total
Student Trustee (A)	SYDNEY YOTT/CHARLOTTE JOHNSTONE	1020			4,602.28		-	4,602.28
Student Trustee (B)	STEFFEN ZYLSTRA	1021			3,543.71		-	3,543.71
Central Purchases								-
<b>Total - Student Trustees</b>			-	-	<b>8,145.99</b>	-	-	<b>8,145.99</b>

<b>HONORARIUM PAYABLE TO BOARD TRUSTEES</b>		<b>NOVEMBER 15, 2022 TO NOVEMBER 14, 2023</b>		
		<b>Annual Base Amount</b>	<b>Annual Enrolment Amount</b>	<b>Annual Total Honorarium</b>
MAXIMUM BASE AMOUNT		\$5,900		
Increase in CPI		0.0%		
Maximum Base Amount for the year		\$5,900		
Enrolment ADE - 2021-2022		20,470		
Enrolment Factor		\$1.75		
Enrolment Amount		\$35,823		
Number of Members		8		
MAXIMUM ENROLMENT AMOUNT*		\$4,478		
<b>MAXIMUM AMOUNT FOR MEMEBERS</b>		<b>\$5,900</b>	<b>\$4,478</b>	<b>\$10,378</b>

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

<b>HONORARIUM PAYABLE TO BOARD CHAIR</b>		<b>NOVEMBER 15, 2022 TO NOVEMBER 14, 2023</b>		
		<b>Annual Base Amount</b>	<b>Annual Enrolment Amount</b>	<b>Annual Total Honorarium</b>
MAXIMUM BASE AMOUNT		\$5,900		
Increase in Core Consumer Price Index		0.0%		
Maximum Base Amount for the year		\$5,900	\$4,478	
<b>ADDITIONAL BASE AMOUNT FOR CHAIR</b>		\$5,000		
Enrolment ADE		20,470		
Enrolment Factor		\$0.05		
Enrolment Amount <b>(A)</b>		\$1,024		
Minimum Amount <b>(A &lt; \$500)</b>		\$500		
Maximum Amount <b>(A &gt; \$5000)</b>		\$5,000		
ADDITIONAL ENROLMENT AMOUNT		\$1,024		
<b>MAXIMUM AMOUNT FOR MEMEBERS</b>		<b>\$10,900</b>	<b>\$5,501</b>	<b>\$16,401</b>

<b>HONORARIUM PAYABLE TO BOARD VICE CHAIR</b>		<b>NOVEMBER 15, 2022 TO NOVEMBER 14, 2023</b>		
		<b>Annual Base Amount</b>	<b>Annual Enrolment Amount</b>	<b>Annual Total Honorarium</b>
MAXIMUM BASE AMOUNT		\$5,900		
Increase in CPI		0.0%		
Maximum Base Amount for the year		\$5,900	\$4,478	
MAXIMUM BASE FOR VICE-CHAIR		\$2,500		
Enrolment ADE		20,470		
Enrolment Factor		\$0.025		
Enrolment Amount <b>(A)</b>		\$512		
Minimum Amount <b>(A &lt; \$250)</b>		\$250		
Maximum Amount <b>(A &gt; \$2,500)</b>		\$2,500		
ADDITIONAL ENROLMENT AMOUNT		\$512		
<b>MAXIMUM AMOUNT FOR MEMEBERS</b>		<b>\$8,400</b>	<b>\$4,990</b>	<b>\$13,390</b>