

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
JANUARY 31, 2023**

***PUBLIC SESSION***

**TOPIC: UNAPPROVED MINUTES OF THE COMMITTEE OF THE  
WHOLE MEETING OF JANUARY 17, 2023**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board receive the unapproved Minutes of the Committee of the Whole Meeting of January 17, 2023, as presented.

The following recommendations are being presented for the Board's consideration from the Committee of the Whole Meeting of January 17, 2023:

**7.1.1 Student Trustees Policy (100.4)**

**THAT** the Niagara Catholic District School Board approve the Student Trustees Policy (100.4), as presented.

**7.1.2 Revised Estimates 2022-2023**

**THAT** the Niagara Catholic District School Board receive for information the Revised Estimates for the year 2022-2023, as presented.



## MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

### TUESDAY, JANUARY 17, 2023

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Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, January 17, 2023 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 Marino

2. Roll Call

Vice-Chair Burkholder noted that Trustee Huibers was asked to be excused.

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; **Anna Pisano**, Recording Secretary/Administrative Assistant, Corporate Services

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 January 17, 2023, as presented.

**CARRIED**

4. **Declaration of Conflict of Interest**

No Declaration of Conflict of Interest was declared with any items on the Agenda.

5. **Approval of Minutes of the Committee of the Whole Meeting of December 6, 2022**

Moved by Trustee Bruzzese

**THAT** the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of December 6, 2022, as presented.

**CARRIED**

6. **Consent Agenda Items**

Trustee Burkholder requested Item 6.1 be held. This item was moved to Committee and Staff Reports Section D4 of the agenda.

6.1 **Holy Childhood Association 2022**

Moved to Section D3.2.

6.2 **Staff Development Department Professional Development Opportunities**

Presented for information.

6.3 **Capital Projects Progress Report Update**

Presented for information.

Moved by Trustee Turner

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

**CARRIED**

## **B. PRESENTATIONS**

## **C. GOVERNANCE POLICIES**

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

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

Director Cipriano presented feedback received from the vetting process and highlighted recommended amendments to the Student Trustees Policy (100.4), following the vetting process.

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

- Remove “*in good standing*”

Moved by Trustee Bruzzese

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Student Trustees Policy (100.4), as amended.

**APPROVED**

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

#### **2.1. Bottled Water Policy (701.5)**

Clark Euale, Controller of Facilities Services requested that the Bottled Water Policy and the Environmental Stewardship Policy be rescinded and both policies incorporated into one Environmental Stewardship and Sustainability Policy.

Moved by Trustee Bruzzese

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board rescind the Bottled Water Policy and incorporate into a new Environmental Stewardship and Sustainability Policy.

**CARRIED**

#### **2.2. Environmental Stewardship Policy (400.6)**

Moved by Trustee Di Lorenzo

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board rescind the Environmental Stewardship Policy and incorporate into a new Environmental Stewardship and Sustainability Policy.

**CARRIED**

Controller Euale, presented the Environmental Stewardship and Sustainability Policy (NEW)

The Committee of the Whole suggested the following amendments:

- Add “*continue*” to all 6 bullets
- Add NPCA as a reference

The Committee of the Whole requested that the Environmental Stewardship Policy (400.6), be vetted from January 18, 2023 to February 23, 2023 with a recommended deadline for presentation to the Committee of the Whole in March, for consideration to the Board in March.

**2.3. Student Senate Policy – Elementary Policy (100.6.2)**

Kim Kinney, Superintendent of Education, presented the Student Senate Policy – Elementary Policy (100.6.2).

The Committee of the Whole suggested the following amendments:

- Add “*Elementary Student Senate*” to first paragraph

The Committee of the Whole requested that the Student Senate Policy – Elementary Policy (100.6.2), be vetted from January 18, 2023 to February 23, 2023 with a recommended deadline for presentation to the Committee of the Whole in March, for consideration to the Board in March.

**2.4. Student Senate Policy – Secondary Policy (100.6.1)**

Superintendent Kinney, presented the Student Senate Policy – Secondary Policy (100.6.1).

The Committee of the Whole suggested the following amendments:

- Add “*Secondary Student Senate*” to first paragraph

The Committee of the Whole requested that the Student Senate Policy – Secondary Policy (100.6.1), be vetted from January 18, 2023 to February 23, 2023 with a recommended deadline for presentation to the Committee of the Whole in March, for consideration to the Board in March.

**2.5. School Operations for Inclement Weather and Workplace Closure Policy (500.1)**

Lee Ann Forsyth-Sells, Superintendent of Education, presented the School Operations for Inclement Weather and Workplace Closure Policy (500.1).

The Committee of the Whole suggested the following amendments:

- No amendment

The Committee of the Whole requested that the School Operations for Inclement Weather and Workplace Closure Policy (500.1), be vetted from January 18, 2023 to February 23, 2023 with a recommended deadline for presentation to the Committee of the Whole in March, for consideration to the Board in March.

**3. Governance Policy Review Schedule**

Director Cipriano presented the Governance Policy Review Schedule.

## D. COMMITTEE AND STAFF REPORTS

### 1. Facilities Services: State of Infrastructure 2022-2023

Controller Euale presented the State of Infrastructure 2022-2023 report for Trustee information.

Controller Euale answered questions of Trustees.

### 2. Revised Estimates for the Year 2022-2023

Giancarlo Vetrone, Superintendent of Business & Financial Services presented the Revised Estimates for the Year 2022-2023.

Superintendent Vetrone answered questions of Trustees.

Moved by Trustee Joyner

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board receives for information the Revised Estimates for the Year 2022-2023, as presented.

**APPROVED**

### 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**

- The Holy Childhood Walkathon/Fundraiser was conducted through October and early November and raised \$10,358.15.
- *Live the Skilled Life* event will be taking place Thursday at Denis Morris Catholic High School and on May 17<sup>th</sup> at Saint Michael Catholic High School.

##### **Superintendent Forsyth-Sells**

- As the 2022-2023 recipient of the Catholic Education Foundation of Ontario Michael Monk award, St. Alfred Catholic Elementary School has received a \$4000 grant for their project, *Students Serving Others*.

##### **Superintendent Massi**

- Mandy Da Amici, a grade 8 teacher at Father Hennepin Catholic Elementary School has been recognized by the Impact Award Program for her quality work in the teaching of Mathematics
- Mrs. McIntosh's Virtual Kindergarten class is participating in a zoom class with the National Ballet School of Canada for an engaging creative movement class, using

movement to tell stories through music and imagery, while connecting back to the curriculum and the elements of dance.

- Mrs. Lafratta's Virtual grade 7 class, through the Healthy Schools Initiative Project, welcomes the nurse from the region who visits her class once a week to assist in a collective project, which is a class recipe book that will be shared with the whole school once it's completed.

#### **Controller Euale**

- During the month of December Niagara Catholic received much needed support from our community partners;
  - Knights of Columbus Coats for Kids program donated 96 new winter coats,
  - Welland Optimist donated \$1,000.00,
  - Sam Baio, founder of Socks for Change provided nine Niagara Catholic elementary schools with 50 pairs of socks and 25 assorted toques and neck warmers, and three Niagara Catholic secondary schools with 100 pairs of socks and 50 assorted toques and neck warmers,
  - Niagara Nutrition Partners provided \$2,000.00 in food gift cards,
  - The Facilities Services department sponsored a Project Share Family of 4 with toys, coats, baskets of food and grocery cards.

## **E. INFORMATION**

### **1. Trustee Information**

#### **1.1 Niagara Foundation for Catholic Education Benefit Gala 2023**

Director Cipriano highlighted the Annual Niagara Foundation for Catholic Education Benefit Gala and encouraged all to attend and support the Niagara Foundation.

## **F. OTHER BUSINESS**

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

#### **1.1 Growth and Retention Ad Hoc Committee**

Camillo Cipriano provided background information on the Growth and Retention Ad Hoc Committee.

Following discussion Trustee Turner was nominated to will work with Director Cipriano in deciding how this committee will be structured to bring this committee to fruition.

#### **1.2 Strategies to Harvest Catholic School Supporters**

Trustee Di Lorenzo noted that many Catholic's are not registered as Catholic rate payers and suggested strategies to harvest Catholic School Supporters.

Following discussion the Strategies to Harvest Catholic School Supporters will be rolled into the Growth and Retention Ad Hoc Committee. A report on strategies currently being employed will be provided to the Growth and Retention Ad Hoc Committee.

## **G. BUSINESS IN CAMERA**

Nil

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

### **I. ADJOURNMENT**

Moved by Trustee Turner

**THAT** the January 17, 2023 Committee of the Whole Meeting be adjourned.

**CARRIED**

This meeting was adjourned at 9:12 p.m.

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Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **January 17, 2023.**

Approved on **February 14, 2023.**

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Rhianon Burkholder  
Vice-Chair of the Board

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Camillo Cipriano  
Director of Education/Secretary -Treasurer



**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
JANUARY 31, 2023**

***PUBLIC SESSION***

**TOPIC: STUDENT TRUSTEES POLICY (100.4)**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the Student Trustees Policy (100.4), as presented.

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Prepared by: Camillo Cipriano, Director of Education/Secretary-Treasurer  
Presented by: Camillo Cipriano, Director of Education/Secretary-Treasurer  
Recommended by: Committee of the Whole  
Date: January 31, 2023



Niagara Catholic District School Board

## ***STUDENT TRUSTEES POLICY***

STATEMENT OF GOVERNANCE POLICY

100 – Board

Policy No 100.4

Adopted Date: March 28, 1998

Latest Reviewed/Revised Date: March 20, 2018

In keeping with the Mission, Vision and Values of the Niagara Catholic District School Board, the Board of Trustees values the leadership, perspectives and participation of Student Trustees at Board meetings, Board committee meetings, and Board activities and events. . Student Trustees represent the interest of all students of the Board, promoting a student-focused voice to support Catholic education, equity, and student achievement and well-being.

In accordance with legislation, the Niagara Catholic District School Board shall have two Student Trustees on the Board.

### Eligibility

- To be eligible to serve as a Niagara Catholic Student Trustee, student nominees will hold the following qualifications: be actively supportive of the distinctive character, philosophy and goals of Catholic education, respect the faith and traditions of the Catholic Church, and support the Mission, Vision and Values of the Niagara Catholic District School Board.
- be enrolled as a full-time, senior division student, in a Niagara Catholic secondary school for the duration of their term.
- be a member of the Secondary Student Senate;
- provide a signed parental permission to be a Student Trustee if under 18 years of age.
- provide a written letter of endorsement from the principal of their Catholic secondary school .
- conduct themselves with proper demeanour at all times in accordance with the Mission, Vision, Values and Policies and Administrative Operational Procedures of the Niagara Catholic District School Board.

### Terms of Office

Student Trustees will serve for a term from August 1 during the year of their election to July 31 during the final year of their term. Student Trustees shall be elected by the Niagara Catholic Secondary Student Senate and the Student Council Presidents of each Niagara Catholic secondary school.

One of the two Student Trustees must be enrolled in Grade 10 at a Niagara Catholic secondary school at the time of the election and must be eligible to serve a two year term. This same Student Trustee must have at least one year of experience as a Student Trustee when they take office the following school year.

The other Student Trustee must be enrolled in Grade 11 at a Niagara Catholic secondary school at the time of election and must be eligible to serve a one (1) year term.

The Board shall provide the Ministry of Education with the names of the Student Trustees elected, no later than 30 days after the date of the election or by-election as required by legislation.

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

## **References**

- [\*\*Education Statutes and Regulations of Ontario \(Reg. 07/07\)\*\*](#)
- [\*\*Ontario Municipal Conflict of Interest Act\*\*](#)
- **Niagara Catholic District School Board Policies/Procedures**
  - [\*\*Board By-Laws Policy \(100.1\)\*\*](#)
  - [\*\*Trustee Code of Conduct Policy \(100.12\)\*\*](#)
  - [\*\*Student Senate Policy \(100.6.1 and 100.6.2\)\*\*](#)

<b>Adopted Date:</b>	<b>March 24, 1998</b>
<b>Revision History:</b>	<b>June 27, 2000 September 25, 2001 March 27, 2007 April 24, 2012 March 20, 2018</b>

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
JANUARY 31, 2023**

***PUBLIC SESSION***

**TITLE: REVISED ESTIMATES FOR THE YEAR 2022-2023**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board receive for information the Revised Estimates for the year 2022-2023, as presented.

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

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

Recommended by: Committee of the Whole

Date: January 31, 2023



## COMMITTEE OF THE WHOLE JANUARY 17, 2023

### REVISED ESTIMATES FOR THE YEAR 2022-2023

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#### BACKGROUND INFORMATION

The Ministry of Education requires that Ontario publicly funded school boards file the Revised Estimates annually by December 15. The Revised Estimates reporting cycle allows the board an opportunity to update Original Estimates filed in June by incorporating current, October 31 enrolment data and a number of months of financial activity into the estimates. This update also provides the Ministry with an updated projection of our Boards' financial positions compared to initial financial projections.

The Revised Estimates are an estimate only, and changes can and will happen between the time that Revised Estimates are submitted and the year-end is audited. In June 2022, the Board approved the 2021-2022 Original Estimate authorizing in-year expenses totaling \$270.4 million. Funding of the expenses was provided through in-year grants and other revenues totaling \$269.9 million.

Niagara Catholic's 2022-2023 Revised Estimates provide for expenses of \$278.6M, revenues of \$277.5M resulting in a projected operating deficit of approximately \$1.1M. This deficit position does not exceed the ministry allowable compliance deficit of 2% and no approval by the Ministry of Education will be needed to complete this submission.

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

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

**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board receives for information the Report on the Revised Estimates for the year 2022-2023, as presented.

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

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

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

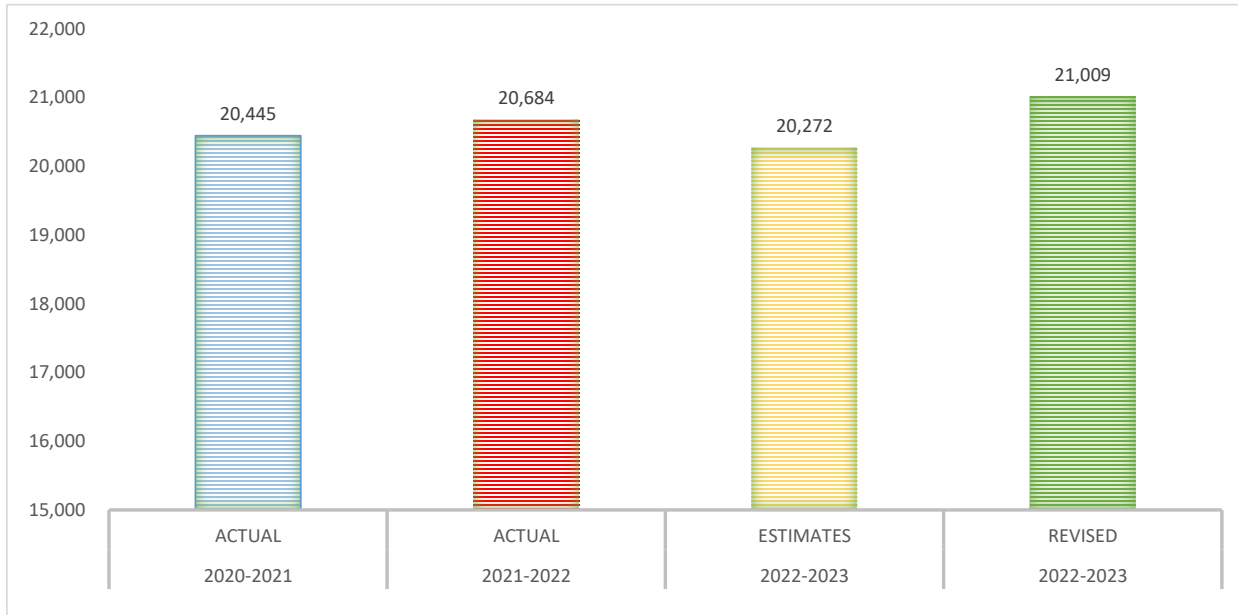
Date: January 17, 2023

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
ENROLMENT PROJECTIONS**

**AVERAGE DAILY ENROLMENT**

	2020-2021	A 2021-2022	B 2022-2023	C 2022-2023	(C-B) VARIANCE	(C-A) VARIANCE
	ACTUAL	ACTUAL	ESTIMATES	REVISED	REV vs EST	REV vs ACT
Junior Kindergarten	1,138	1,211	1,095	1,249	154	38
Kindergarten	1,322	1,311	1,228	1,344	116	33
Grade 1 - Grade 3	4,108	4,223	4,151	4,332	181	109
Grade 4 - Grade 8	7,412	7,454	7,365	7,499	134	45
<b>Total Elementary Day School</b>	<b>13,980</b>	<b>14,199</b>	<b>13,839</b>	<b>14,424</b>	<b>585</b>	<b>225</b>
<b>Total Secondary</b>	<b>6,274</b>	<b>6,233</b>	<b>6,150</b>	<b>6,300</b>	<b>150</b>	<b>67</b>
<b>Total Day School</b>	<b>20,254</b>	<b>20,432</b>	<b>19,989</b>	<b>20,724</b>	<b>735</b>	<b>292</b>
Adult, Con Ed., High Credit and Summer School	191	252	283	285	2	33
<b>Total Enrolment</b>	<b>20,445</b>	<b>20,684</b>	<b>20,272</b>	<b>21,009</b>	<b>737</b>	<b>325</b>

Average daily enrolment is the number of full-time pupils enrolled on October 31, 2022 and March 31, 2023



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

### Total Day School Programs

	2022-2023 ORIGINAL ESTIMATES	2022-2023 REVISED ESTIMATES	CHANGE	
<b>TOTAL INSTRUCTION</b>				
Classroom Teachers	1,163.5	1,223.9	60.3	1
Teacher Assistants	308.0	333.0	25.0	2
Early Childhood Educators	85.0	87.0	2.0	3
Professionals, Paraprofessionals and Technicians	113.4	113.4	0.0	
Library & Guidance	49.9	49.9	0.0	
Principals & VPs	71.9	70.1	(1.8)	4
School Office	91.5	91.5	0.0	
Coordinators and Consultants	21.1	21.1	0.0	
<b>Total Staffing Instruction FTE</b>	<b>1,904.3</b>	<b>1,989.8</b>	<b>85.5</b>	
<b>TOTAL ADMINISTRATION</b>				
Trustees	8.0	8.0	0.0	
Student Trustees	2.0	2.0	0.0	
Director and Supervisory Officers	6.0	6.0	0.0	
Directors Office	8.0	8.0	0.0	
Board Administration	54.2	54.2	0.0	
Administration Support Other	3.0	3.0	0.0	
<b>Total Administrations</b>	<b>81.2</b>	<b>81.2</b>	<b>0.0</b>	
<b>PUPIL ACCOMMODATION</b>				
School Operations and Maintenance	164.5	164.5	(0.0)	
<b>Total FTE</b>	<b>2,150.0</b>	<b>2,235.4</b>	<b>85.5</b>	

- 1 Increase in classroom teachers in both elementary and secondary panel adjusted to actual enrolment
- 2 Additional Education Assistant support needed for the 2022-2023 school year to meet the needs of our current student population.
- 3 Early Childhood Educators allocated to Kindergarten classrooms that exceeded 14 or more students
- 4 Allocation of Principals workload to non-administrative time (classroom teacher)



GRANTS FOR STUDENT NEEDS

SECTION 1A - SUMMARY OF ALLOCATIONS

	<b>ORIGINAL ESTIMATES</b>	<b>REVISED ESTIMATES</b>	<b>VARIANCE</b>	<b>VARIANCE NOTES</b>
	<b>2022-2023</b>	<b>2022-2023</b>	<b>VARIANCE</b>	
Pupil Foundation	\$113,705,363	\$118,377,740	\$4,672,377	Actual September enrolment exceeded projected enrolment in June
School Foundation	\$16,849,171	\$17,205,527	\$356,356	Actual September enrolment exceeded projected enrolment in June
Special Education	\$30,200,235	\$30,928,754	\$728,519	Actual September enrolment exceeded projected enrolment in June
Language Allocation	\$4,980,808	\$6,205,410	\$1,224,602	Actual September enrolment exceeded projected enrolment in June
Rural and Northern Education	\$130,525	\$130,525	\$0	
Remote and Rural Allocation	\$34,027	\$33,359	(\$668)	
Learning Opportunities	\$3,036,917	\$3,058,506	\$21,589	
Continuing Education Allocation	\$1,702,927	\$1,608,826	(\$94,101)	
Teacher Qualification	\$26,562,762	\$24,990,133	(\$1,572,629)	Adjusted to actual Teacher grid movement and placement
New Teacher Induction	\$69,900	\$64,600	(\$5,300)	
ECE Q&E	\$1,273,795	\$1,449,932	\$176,137	Adjusted to actual ECE grid movement and placement
Restraint Savings	(\$64,921)	(\$64,921)	\$0	
Transportation	\$11,011,873	\$11,334,249	\$322,376	Reflects additional enrolment revenue
Administration and Governance	\$6,225,574	\$6,496,087	\$270,513	Reflects additional enrolment revenue
School Operations & Maintenance	\$20,517,158	\$21,238,486	\$721,328	Reflects additional enrolment revenue
Community Use of Schools	\$276,614	\$276,614	\$0	
Declining Enrolment	\$1,104,293	\$0	(\$1,104,293)	Funding removed for increase to year-over-year enrolment
Indigenous Funding	\$301,442	\$365,831	\$64,389	
Mental Health and Well-Being	\$1,288,994	\$1,313,044	\$24,050	
Supports for Students Fund	\$2,361,008	\$2,311,844	(\$49,164)	
Program Leadership Grant	\$1,000,496	\$1,000,496	\$0	
CoVid Learning Recovery Fund	\$3,186,533	\$3,186,533	\$0	
Permanent Financing of NFP	\$117,487	\$117,487	\$0	
<b>General Operating Allocation</b>	<b>\$245,872,981</b>	<b>\$251,629,062</b>	<b>\$5,756,081</b>	
Minor Tangible Capital Assets	(\$6,146,825)	(\$6,290,727)	(\$143,902)	
Trustee Association Fee	\$56,048	\$56,048	\$0	
<b>Total Operating Allocation</b>	<b>\$239,782,204</b>	<b>\$245,394,383</b>	<b>\$5,612,179</b>	

## SUMMARY OF REVISED MINISTRY REVENUE

	ORIGINAL 2022-2023	REVISED 2022-2023	VARIANCE	
<b>PROVINCIAL GRANTS</b>				
Provincial Grants - Grants for Student Needs	\$206,280,002	\$214,499,663	\$8,219,661	1
Provincial Grants - Others*	\$800,000	\$986,151	\$186,151	
Grants from Other Ministries	\$1,960,000	\$3,460,000	\$1,500,000	2
Tax Revenue from Municipalities	\$42,804,500	\$39,934,500	(\$2,870,000)	3
School Generated Funds	\$8,480,000	\$8,480,000	\$0	
Federal Grants & Fees	\$520,000	\$733,588	\$213,588	
Investment Income	\$800,000	\$350,000	(\$450,000)	4
	<b>\$261,644,502</b>	<b>\$268,443,902</b>	<b>\$6,799,400</b>	
<b>OTHER FEES AND REVENUES</b>				
Fees from Individuals - Day School	\$1,000,000	\$1,000,000	\$0	
Fees from Individuals - Continuing Education	\$880,000	\$880,000	\$0	
Rental Revenue	\$405,000	\$405,000	\$0	
Miscellaneous	\$400,000	\$295,100	(\$104,900)	
<b>Fees and Revenues from Other Sources</b>	<b>\$2,685,000</b>	<b>\$2,580,100</b>	<b>(\$104,900)</b>	
Amortization of Deferred Capital Contributions	\$14,128,316	\$14,936,828	\$808,512	5
<b>TOTAL REVENUES*</b>	<b>\$278,457,818</b>	<b>\$285,960,830</b>	<b>\$7,503,012</b>	

\* excludes EDC Land Revenue

1 Actual September enrolment exceeded projected original estimated enrolment for the 2022-2023 school year.

2 Recognized additional PPF revenues

3 Reduction in projected education tax revenue from Catholic ratepayers in Welland, Niagara Falls and St. Catholics

4 Downward adjustment in interest income to our current investment portfolio for 2022-2023

5 Updated Capital Amortization Schedule

## 2022-2023 REVISED ESTIMATES

	2022-2023 ORIGINAL ESTIMATES	2022-2023 REVISED ESTIMATES	VARIANCE	VARIANCE NOTES
<b>TOTAL INSTRUCTION</b>				
Classroom Teachers	\$133,067,727	\$139,342,289	\$6,274,562	1 Increase in Classroom teachers
Supply Staff	\$6,811,011	\$6,785,046	(\$25,965)	
Teacher Assistants	\$17,081,620	\$18,466,661	\$1,385,041	2 Increase in allocation of E.A.s
Early Childhood Educators	\$5,285,205	\$5,281,932	(\$3,273)	
Textbooks and Supplies	\$5,315,641	\$5,652,045	\$336,404	
Computers	\$1,402,000	\$1,740,700	\$338,700	3 Investment in computers and Broadband Network (GSN)
Professionals, Paraprofessionals and Technicians	\$10,231,177	\$10,585,996	\$354,819	4 Realignment of expenses, ITS Specialists
Library & Guidance	\$4,232,622	\$3,992,986	(\$239,636)	5 Vacant non-filled roles in Library Technicians
Staff Development	\$499,000	\$488,500	(\$10,500)	
Department Heads	\$331,810	\$331,810	(\$0)	
Principals & VPs	\$10,726,824	\$10,317,354	(\$409,470)	6 Rate adjustment and non-administrative time
School Office	\$6,380,803	\$6,545,704	\$164,901	
Coordinators and Consultants	\$2,592,705	\$2,738,011	\$145,306	
Continuing Education	\$4,959,561	\$4,959,561	\$0	
<b>Total Instruction Expenses</b>	<b>\$208,917,706</b>	<b>\$217,228,595</b>	<b>\$8,310,889</b>	
<b>TOTAL ADMINISTRATION</b>				
Administration				
Trustees	\$264,853	\$264,853	\$0	
Director and Supervisory Officers	\$1,396,574	\$1,396,574	(\$0)	
Board Administration	\$6,904,872	\$6,910,843	\$5,971	
<b>Total Administrations</b>	<b>\$8,566,299</b>	<b>\$8,572,270</b>	<b>\$5,971</b>	
<b>TOTAL TRANSPORTATION</b>				
Transportation				
Pupil Transportation	\$11,695,617	\$11,695,617	\$0	
Pupil Transportation - Provincial Schools	\$46,800	\$93,431	\$46,631	
<b>Total Transportation</b>	<b>\$11,742,417</b>	<b>\$11,789,048</b>	<b>\$46,631</b>	
<b>PUPIL ACCOMMODATION</b>				
School Operations and Maintenance	\$23,101,945	\$21,980,435	(\$1,121,510)	7 Rate adjustment, FTE and removed Covid Custodial support

## 2022-2023 REVISED ESTIMATES

	2022-2023 ORIGINAL ESTIMATES	2022-2023 REVISED ESTIMATES	VARIANCE	VARIANCE NOTES
School Renewal	\$1,267,964	\$1,267,964	\$0	
Other Pupil Accommodation	\$2,303,096	\$2,718,835	\$415,739	8 Interest related to EDC loan and bridge financing
Amortization	\$14,476,904	\$15,285,373	\$808,469	9 Reflection of remaining service life of assets
Interest Charges	\$117,487	\$117,487	\$0	
<b>Total Pupil Accommodation</b>	<b>\$41,267,396</b>	<b>\$41,370,094</b>	<b>\$102,698</b>	
School Generated Funds Expenses	\$8,480,000	\$8,480,000	\$0	
<b>Total Expenses Schedule 10</b>	<b>\$278,973,818</b>	<b>\$287,440,007</b>	<b>\$8,466,189</b>	

**SCHEDULE 10A SPECIAL EDUCATION  
EXPENSES**

**SCHEDULE 10A AND 10B**

SPECIAL EDUCATION EXPENSES	Salaries and		Employee	Staff	Supplies and	Fees and Contract	Self Contained	Total Expenses
	Wages	1% Increase	Benefits	Development	Services	Services	Allocation	
				04	05		09	
<b>TOTAL INSTRUCTION</b>								
Classroom Teachers	\$5,240,783	\$52,408	\$713,483	\$0	\$5,000	\$0		\$6,011,674
Supply Staff	\$913,196	\$9,132	\$91,320	\$0	\$0	\$0		\$1,013,647
Teacher Assistants	\$10,603,836	\$106,038	\$3,235,885	\$0	\$0	\$0		\$13,945,760
Early Childhood Educators	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Textbooks and Supplies	\$0	\$0	\$0	\$0	\$615,000	\$0		\$615,000
Computers	\$0	\$0	\$0	\$0	\$42,000	\$0		\$42,000
Professionals, Paraprofessionals and Technicians	\$2,295,340	\$22,953	\$621,378	\$0	\$114,000	\$185,000		\$3,238,672
Staff Development	\$0	\$0	\$0	\$13,000	\$0	\$0		\$13,000
Department Heads	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Principals & VPs	\$0	\$0	\$0	\$0	\$0	\$0		\$0
School Office	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Coordinators and Consultants	\$324,322	\$3,243	\$40,602	\$0	\$0	\$0		\$368,168
<b>ELEMENTARY SPECIAL EDUCATION</b>	<b>\$19,377,477</b>	<b>\$193,775</b>	<b>\$4,702,669</b>	<b>\$13,000</b>	<b>\$776,000</b>	<b>\$185,000</b>	<b>\$0</b>	<b>\$25,247,920</b>
<b>TOTAL INSTRUCTION</b>								
Classroom Teachers	\$2,378,942	\$23,789	\$320,612	\$0	\$1,000	\$0		\$2,724,343
Supply Staff	\$228,299	\$2,283	\$22,830	\$0	\$0	\$0		\$253,412
Teacher Assistants	\$3,429,834	\$34,298	\$1,056,770	\$0	\$0	\$0		\$4,520,902
Early Childhood Educators	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Textbooks and Supplies	\$0	\$0	\$0	\$0	\$160,000	\$0		\$160,000
Computers	\$0	\$0	\$0	\$0	\$30,000	\$0		\$30,000
Professionals, Paraprofessionals and Technicians	\$487,920	\$4,879	\$154,035	\$0	\$10,500	\$0		\$657,335
Staff Development	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Department Heads	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Principals & VPs	\$0	\$0	\$0	\$0	\$0	\$0		\$0
School Office	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Coordinators and Consultants	\$0	\$0	\$0	\$0	\$0	\$0		\$0
<b>SECONDARY SPECIAL EDUCATION</b>	<b>\$6,524,995</b>	<b>\$65,250</b>	<b>\$1,554,247</b>	<b>\$0</b>	<b>\$201,500</b>	<b>\$0</b>	<b>(\$1,020,759)</b>	<b>\$7,325,232</b>
<b>TOTAL SPECIAL EDUCATION EXPENDITURES</b>	<b>\$25,902,472</b>	<b>\$259,025</b>	<b>\$6,256,915</b>	<b>\$13,000</b>	<b>\$977,500</b>	<b>\$185,000</b>	<b>(\$1,020,759)</b>	<b>\$32,573,152</b>
<b>SPECIAL EDUCATION FUNDING*</b>								<b>\$29,259,374</b>
							<b>Surplus(Deficit)</b>	<b>(\$3,313,778)</b>
							Student Support Funds	\$1,200,000
							CoVid Learning Recovery Funds	\$270,000
							Special Equipment Allocation	\$800,000
							<b>Adjusted Surplus(Deficit)</b>	<b>(\$1,043,778)</b>

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
JANUARY 31, 2023**

***PUBLIC SESSION***

**TITLE: MINUTES OF THE SPECIAL EDUCATION ADVISORY  
COMMITTEE (SEAC) MEETING OF DECEMBER 7, 2022**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board receive the Minutes of the Special Education Advisory Committee (SEAC) Meeting of December 7, 2022, as presented for information.



**MINUTES OF THE  
 SPECIAL EDUCATION ADVISORY COMMITTEE MEETING**

**WEDNESDAY, DECEMBER 7, 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 – Chairperson – M. Somma**

*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 – Follow the Joy – Reflective Retreat

**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	
Fiander, Doris (president) (for Palombo, Pina)	Down Syndrome Niagara	x	
Attree, Alexandria	Autism Ontario Niagara Region		x

T.B.D.	Indigenous Representative		x
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	
Formisano, Tara (for Vanderlee, Carole)	Teacher of the Blind/Low Vision	x	
Barrick, Tania	Program Resource Teacher	x	
Davies, Elizabeth	Administrative Assistant/Recording Secretary	x	

**4. Approval of the Agenda**

**Moved by:** Chair M. Somma

**Seconded by:** Michelle Maxwell

**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:** Lorraine Smith

**Seconded by:** Emily Glencross

**B. PRESENTATION**

N/A

**C. AGENDA ITEMS**

**1. Introduction of new Student Senate Representative (Mackenzie Agretto) & New Trustees (Doug Joyner & Jim Marino)**

Chair M. Somma

Biographies attached



- 2. **Letter from Durham District School Board – Chair Somma**  
 There was discussion around supporting DDSB letter regarding Special Incidence Portion Claim Funding. It was agreed that we need to do more research regarding the change in funding structure for student needs. Link for details on funding distribution:

[https://efis.fma.csc.gov.on.ca/faab/Memos/B2018/B14\\_EN.pdf](https://efis.fma.csc.gov.on.ca/faab/Memos/B2018/B14_EN.pdf)

- 3. **SEAC Chair’s Report (Chair Somma)**  
 - Discussion of Agency SEAC goals for 2022/2023 school year

**Agency SEAC Goals for 2022-23 School Year**

<b>GOAL # 1</b> Improve transitions for all students (into school for the first time, from elementary to secondary, from secondary to post-secondary and beyond, integrated transition plan).	
<b>COMMITTEE MEMBER and email address</b>	<b>AGENCY</b>
Monique Somma <a href="mailto:msomm@brocku.ca">msomm@brocku.ca</a>	Community Living Welland/Pelham
Emily Glencross; <a href="mailto:eglencross@ldaniagaara.org">eglencross@ldaniagaara.org</a>	Learning Disabilities Association of Niagara Region (LDANR)
Tara Kelly ( <a href="mailto:tkelly@pathstone.ca">tkelly@pathstone.ca</a> )	Pathstone Mental Health
Alexandria Attree <a href="mailto:Alexandria.Atree@gmail.com">Alexandria.Atree@gmail.com</a>	Autism Ontario
Adele Filice	Secondary Principal
<p><b>Action Items (meeting 12-05)</b></p> <ol style="list-style-type: none"> <li>1. Establish a consistent process of how we communicate information to parents and between schools- processes for documentation and resource for sharing information.                             <ol style="list-style-type: none"> <li>a. Create a checklist for all grade 8 teachers to gather information- what information can we gather?(privacy)</li> <li>b. Pamphlets that include info gathered from existing for various transitions (into Niagara Catholic, from 8-9)</li> <li>c. Send out transition document with IEP, information sheet about what the transition plan is</li> </ol> </li> </ol>	

- Create guides for educators to know what to send out for transitions at various grade levels.
- elicit feedback from families to help support development of transition goals to meet student needs.
- d. Info session: Transition for parents including agency representatives. Evening session at various schools throughout the board- each region. - three sessions with 20 min info session (into school, 8-9 and after school)
- e. Grade 7 and 8 teachers to be part of training/learning about transition from elementary to secondary. -perhaps- specific in-service for intermediate teachers about what secondary options are available in secondary. -has to be a secondary rep to speak about it. -teachers should go to the schools to have the hands on experience.

**Goal # 2**  
 Improve/promote access to and knowledge of services outside of the school board and organizations including paraprofessionals and government funding options.

<b>COMMITTEE MEMBER</b>	<b>AGENCY</b>
Susy Walsh	Elementary Principal
Lorraine Smith <a href="mailto:lsmith@mainstreamservices.com">lsmith@mainstreamservices.com</a>	Mainstream
Monique Somma	Community Living Welland/Pelham
Michelle Maxwell	Niagara Children’s Centre
Rita Smith	CL Port Colborne

**Action items:**  
 1: Share information about agencies:

- a. SEAC spotlight for each agency- one agency per month in school newsletter (What the agency is? What services they provide? etc..) Could also be posted under a banner (**community resources**) on the NCDSB website. Even could be posted monthly on school/board social media (Facebook page)- we could develop a template for the information to be presented in the same way. Ensure info gets sent to schools for the first of the month for newsletters.

Opportunity to share info that NPCC is a designated Smart Start Hub for families/  
 Contact Niagara/211

- b. Take agency information (especially programs and services) and create a pamphlet, booklet for educators to have as a resource (could be printed and/or electronic)

2: Funding options available:

- a. Info session: could piggy back on the transition info sessions and provide funding specific information for families.

-Pathways to success - Mainstream information fair

Ensure this is information to bridge the gap between children services and adult services.

-Bethesda- transition workshops provided for students in grade 8 and 12-

Alison/Melissa

#### 4. SEAC Sub-Committee Overview (Chair Somma)

- a. Communications – The brochure is in the process of getting printed to be distributed to schools hardcopy and electronic. Gino’s team is discussing the best way to share this information with families/
- b. Survey – Danny to reach out to Christine, who will be putting the survey into Qualtrics. The survey needs to be re-examined to ensure it aligns with the desired outcomes and the needs of the board. If anyone is interested in reviewing the current survey for any minor changes that need to be made, reach out to Monique, Liz or Danny (to get connected with Danny)
- c. Ministry Reports - n/a
- d. Policy - One coming soon

#### D. AGENCY REPORTS

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

Winter program applications opened last Monday. Received a great deal of academic programs – literacy & math programs are full at this time. We encourage families to still apply because sometimes spots open up. Spots are available in our SOAR Secondary (transition to high school program), B.E.S.T. (social and emotional skills program, grade 3 – 5), and in our Youth-to-Youth Support Group (for students ages 13 – 18). Please see out winter flyer program attached. We will share information on post-secondary workshops in the new year.

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

Smart Hub is rolling out officially January 2023. Niagara Catholic has been invited to an information session.

**Pathstone Mental Health** – Tara Kelly

Opened 10<sup>th</sup> walk in site opened at Pen Centre. Looking at the need moving forward.

**Down Syndrome Niagara** – Pina Palumbo (DORIS)

n/a

**Autism Ontario Niagara Region** – Alexandria Attree

n/a

**Mainstream** – Lorraine Smith

Save the Date flyer – upcoming Pathways to Success May 25 2023 at Seaway Mall

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

n/a

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

n/a

**STAFF REPORTS**

**Secondary Principal** – Adele

No update

**Elementary Principal** – Susy

No update

**Student Support Department** – Danny

1. SNAP

Niagara Catholic is looking forward to the Winter SNAP (Supporting Neurodiversity through Adaptive Programming) sessions offered through Brock University. 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. The second half of our schools will have a chance to register with their visit date being sometime during these next few months.

2. Mendelt Music Sessions

Continue in our secondary schools for students in our Special Education Classrooms. Students are having a wonderful time participating in these virtual and interactive sessions. Niagara Catholic thanks Mendelt for providing this program for our students.

3. Empower Day 3 Training for new Staff

24 Niagara Catholic Educational Resource Teachers completed day 3 of in-person Empower Training on Dec. 6. Empower staff from Sick Kids Hospital were in-person at the CEC to offer this next phase of training. These new Empower trained staff will be asked to complete one more day of training in the new year.

4. Transition to School Parent Information Sessions

Coordinators are participating in these sessions in partnership with the Niagara Childcare Centre

to help support students and families who are transitioning to year 1 Kindergarten for September of 2023. A session was held this past Tuesday with two additional sessions to take place on Dec. 13 and Jan. 12. Student Support staff looks forward to meeting families and assisting students with their transition to school.

**TRUSTEE REPORTS – Trustee Marino**

We are very privileged with our partnerships. I am very impressed with our supporting agencies and the relationship we have with them. It's an extraordinary team effort.

**STUDENT REPORT – Mackenzie**

Student Senate – We are planning the Time to Shine Formal for Special Education classes at St Paul on February 24, 2023. Sending out letters next week to all special education teachers next week. We are also working on getting Therapy dogs as well as starting to plan other events throughout the year, after our formal kick-off event.

**NCPIC REPORT**

From meeting of November 3, 2022

Director Cipriano was present and addressed the NCPIC about the current labour situation with CUPE and thanked parents for their on-going support of Niagara Catholic.

- Superintendent Forsyth-Sells welcomed the new and returning members to the NCPIC, and thanked the members that would not be returning for their commitment, dedication and support of Catholic education, parent engagement and student achievement and well-being in the Niagara Catholic District School Board.
- Fr. Paul MacNeil presided over the commissioning ceremony of the members of the Niagara Catholic Parent Involvement Committee as they publicly proclaimed their commitment to promote the Mission of Catholic education and the Mission, Vision and Values of the Niagara Catholic District School Board.
- Brenda Annen and Carrie Vernelli were elected as the Co-Chairs of the NCPIC for a term of two years.
- Ian Woods was acclaimed as the Niagara Catholic Ontario Association for Parents in Catholic Education (OAPCE) Regional Director.
- The By-Laws of the Niagara Catholic Parent Involvement Committee were reviewed and were approved as presented.
- Superintendent Forsyth-Sells provided a report on behalf of the SEAC.
- Fr. Paul MacNeil reported that the diocesan report of the Synod has been published and made available. In the report, 10 themes that emerged from the listening sessions were identified:
  - Quelling fear and judgement
  - Pastor/Bishop as leader and shepherd
  - Improving Collaboration and Promoting the Laity (especially women) in Leadership
  - Improving Communication
  - Need for Healing
  - Creating Parish Cultures of Welcome and Belonging
  - Providing Opportunities for Evangelization, Catechesis and Discipleship

- Strengthening School - Parish Partnerships
- Outreach and Ministry to Youth, Young Adults and Families
- Bridging Division

Fr. Paul also reported that Bishop Bergie has mandated that every parish create and implement a parish pastoral council and diocesan lay pastoral council to help involve the laity in leadership and diocesan decision making.

**E. NOTICES OF MOTION**

None

**F. INFORMATION ITEMS**

None

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

**H. NEXT MEETING**

Wednesday, January 11, 2022 at 6:30 pm in person

**I. ADJOURNMENT 7:48 pm**

**Motion to adjourn:** Chair M. Somma

**Seconded:** Lorraine Smith

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
JANUARY 31, 2023**

***PUBLIC SESSION***

**TITLE: APPOINTMENT OF NIAGARA CATHOLIC SPECIAL  
EDUCATION ADVISORY COMMITTEE (SEAC) MEMBER  
2023-2027**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board appoint the following local association representative and community representative to serve as a Special Education Advisory Committee members for the term of 2023-2027:

Alyson Wilson – Bethesda Community Services Inc.  
Krystine Donato – Community Representative

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Prepared by: Gino Pizzoferrato, Superintendent of Education

Presented by: Gino Pizzoferrato, Superintendent of Education

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

Date: January 31, 2023



## REPORT TO THE BOARD JANUARY 31, 2023

### APPOINTMENT OF NIAGARA CATHOLIC SPECIAL EDUCATION ADVISORY COMMITTEE (SEAC) MEMBERS

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#### BACKGROUND INFORMATION

In the Education Act, Ontario Regulation 464/97 (O. Regulation 464/97) Special Education Advisory Committees outlines the composition, eligibility requirements and length of term served by the membership of this Board committee.

Sections 1, 2, 5 and 6 below are the excerpts from O. Regulation 464/97:

1. In this Regulation, “local association” means an association or organization of parents that operates locally within the area of jurisdiction of a Board and that is affiliated with an association or organization that is not an association or organization of professional educators but that is incorporated and operates throughout Ontario to further the interests and well-being of one or more groups of exceptional children or adults. O. Regulation 464/97, s. 1.
2. (1) Every district school Board shall establish a Special Education Advisory Committee that shall consist of,
  - (a) subject to subsections (2) and (3), one representative from each of the local associations that operates locally within the area of jurisdiction of the Board, as nominated by the local association and appointed by the Board;
  - (b) one alternate for each representative appointed under clause (a), as nominated by the local association and appointed by the Board;
  - (c) such number of members from among the Board’s own members as is determined under subsection (4), as appointed by the Board;
  - (d) where the number of members appointed under clause (c) is less than three, one alternate, as appointed by the Board from among its own members, for each member appointed under clause (c);
  - (e) one or two persons to represent the interests of Indian pupils, as provided by section 4; and
  - (f) one or more additional members appointed under subsection (5).
- (2) The Board shall not appoint more than twelve (12) representatives under clause (1) (a).
- (3) Where there are more than twelve (12) local associations within the area of jurisdiction of the Board, the Board shall select the twelve (12) local associations that shall be represented.
- (4) The number to be appointed by the Board under clause (1) (c) shall be the lesser of,
  - (a) three; and
  - (b) twenty-five (25) per cent of the total number of members of the Board, rounded down to the nearest whole number.
- (5) For the purposes of clause (1) (f), the Board may appoint one or more additional members who are neither representatives of a local association nor members of the Board or another committee of the Board. O. Regulation 464/97, s. 2.
5. (1) A person is not qualified to be nominated or appointed under section 2 or 3 to a Special Education



Advisory Committee of a Board unless the person is qualified to vote for members of that Board and is resident in its area of jurisdiction.

6. Subject to section 7, each of the persons appointed to a Special Education Advisory Committee of a Board shall hold office during the term of office of the members of the Board and until a new Board is organized. O. Regulation 464/97, s. 6.

The attached letter of nomination has been received for consideration of appointment to the Special Education Advisory Committee for the 2014-2018 term of office.

**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board appoint the following local association representative and community representative to serve as a Special Education Advisory Committee members for the term of 2023-2027:

Alyson Wilson – Bethesda Community Services Inc.  
Krystine Donato – Community Representative

---

Prepared by: Gino Pizzoferrato, Superintendent of Education

Presented by: Gino Pizzoferrato, Superintendent of Education

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

Date: January 31, 2023

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
JANUARY 31, 2023**

***PUBLIC SESSION***

**TITLE: MINUTES OF THE NIAGARA CATHOLIC PARENT  
INVOLVEMENT COMMITTEE (NCPIC) MEETING OF  
NOVEMBER 3, 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 November 3, 2022, as presented for information.



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

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

Superintendent Forsyth-Sells stated that the meetings of the Niagara Catholic Parent Involvement Committee are open to the public, livestreamed and recorded.

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

Superintendent Forsyth-Sells called the meeting to order at 6:32 p.m.

**A. ROUTINE MATTERS**

**1. Opening Prayer**

Fr. Paul MacNeil led the Land Acknowledgement and the opening prayer.

**Welcome**

Superintendent Forsyth-Sells welcomed and introduced the Director of Education, Camillo Cipriano. Director Cipriano provided background information on the central bargaining at the provincial level which includes the Ministry of Education, Trustee Associations-OCSTA and Union Representation (CUPE). Niagara Catholic has approximately one thousand CUPE members ranging from custodial staff, secretarial staff, EAs, ECEs, Librarians and IT staff at the Board. CUPE was in central bargaining over the summer but the parties have come to an impasse. CUPE received a strike mandate and gave notice to the Board on Sunday that they would be striking on Friday, November 4. The Minister of Education presented “Back to Work” legislation which was passed this evening. This means that CUPE did not have the right to strike and must return to work. CUPE responded that all members would take part in a protest on Friday and would not be in the schools. As a result, Niagara Catholic made the decision to close schools to students as our schools cannot operate without CUPE staff in the buildings, as it would be unsafe and unsanitary for students and staff, so unless something changes overnight students will not be in schools on Monday. However, staff will report to the schools. Asynchronous learning will take place on Friday and if necessary Monday and Tuesday. If the strike continues students will begin synchronous learning until CUPE staff return. A question and answer period followed. Superintendent Forsyth-Sells thanked Director Cipriano for his report.

Superintendent Forsyth-Sells acknowledged and thanked the NCPIC members that would not be returning for the 2022-2023 school year, for their dedication, commitment, and support of Catholic education and parent engagement throughout the years in the Niagara Catholic District School Board. Parent members, Chris Kouroushis (past Co-Chair), Mary-Kate O’Hara Skubel, George Roussos, Todd Ulbinas, and Diana Zlomislic (past Niagara Catholic OAPCE Regional

Director), Community Representative, Shelley Gilbert, Elementary Teacher Representative, Jane Farah-Smith and Secondary Student Senate Representative: Allan Buri.  
Superintendent Forsyth-Sells welcomed the new and returning members to the NCPIC and invited all members to introduce themselves before proceeding with the meeting.

**2. Roll Call:**

Parent Members	Geographical Area	Present In-person	Present Electronically	Excused	Absent
Daniel Odoh	Fort Erie/Port Colborne/Wainfleet				√
Lindsey Spanik	Grimsby/Lincoln/West Lincoln/Pelham				√
Alexandria Attree	Merritton/Thorold	√			
Ian Woods	Merritton/Thorold	√			
Julie Bateman	Niagara Falls				√
Marilyn Fabiano	Niagara Falls	√			
Olivia O'Reilly-Romanoff	Niagara Falls	√			
Luciano Robazza	Niagara Falls				√
Brenda Annen	St. Catharines/Niagara-on-the-Lake	√			
Rita Colling	St. Catharines/Niagara-on-the-Lake	√			
Jeremy Harb	St. Catharines/Niagara-on-the-Lake	√			
Stephanie Ireland	St. Catharines/Niagara-on-the-Lake	√		Excused at 7:45 p.m.	
Melanie Oakes-Flegg	Welland			√	
Carrie Vernelli	Welland	√			
Fr. Paul MacNeil	Bishop/Diocesan Representative	√			
Ava Venzon	Secondary Student Senate Representative	√			
<b>Trustees</b>					
Leanne Prince	Trustee	√			
Dan Moody	Vice-Chair of the Board				√

The following staff attended:

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

Regrets Received: Kevin Timmins and Melanie Oakes-Flegg

**3. Commissioning of the Niagara Catholic Parent Involvement Committee**

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

**4. Approval of the Agenda**

Moved by: Jeremy Harb

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

**CARRIED**

**5. NCPIC Membership 2022-2023 and Terms of Office**

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

<b>Terms of Office NCPIC Parent Members 2022-2023</b>			
<b>Name</b>	<b>Geographical Area</b>	<b>Terms of Office</b>	
		<b>One year term</b>	<b>Two year term</b>
		TBD	
Daniel Odoh	Fort Erie/Port Colborne/Wainfleet		
Lindsey Spanik	Grimsby/Lincoln/West Lincoln	√	
Alexandria Attree	Merritton/Thorold	√	
Ian Woods	Merritton/Thorold		√
Julie Bateman	Niagara Falls		√
Marilyn Fabiano	Niagara Falls		√
Olivia O'Reilly-Romanoff	Niagara Falls	√	
Luciano Robazza	Niagara Falls	√	
Melanie Oakes-Flegg	Pelham/Welland	√	
Carrie Vernelli	Pelham/Welland		√
Brenda Annen	St. Catharines/Niagara-on-the-Lake		√
Rita Colling	St. Catharines/Niagara-on-the-Lake	√	
Jeremy Harb	St. Catharines/Niagara-on-the-Lake	√	
Stephanie Ireland	St. Catharines/Niagara-on-the-Lake		√

**6. Declaration of Conflict of Interest**

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

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

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

Superintendent Forsyth-Sells asked the parent members if they wished to elect a Chair or two Co-Chairs to chair the meetings of the NCPIC for a term of two years. By consensus, the parent members chose to elect two Co-Chairs to chair the NCPIC meetings for a term of two years. Before the election, Superintendent Forsyth-Sells appointed Trustee Prince and Principal Tornabuono as scrutineers if required.

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

Moved by: Jeremy Harb

**THAT** Brenda Annen be nominated for the position of Co-Chair of the Niagara Catholic Parent Involvement Committee.

Superintendent Forsyth-Sells asked Brenda if she wished to stand for the position of Co-Chair of the Niagara Catholic Parent Involvement Committee. Brenda accepted the nomination.

Moved by: Alexandria Attree

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

Superintendent Forsyth-Sells asked Carrie if she wished to stand for the position of Co-Chair of the Niagara Catholic Parent Involvement Committee. Carrie accepted the nomination.

Moved by: Stephanie Ireland

Stephanie Ireland self-nominated for the position of Co-Chair of the Niagara Catholic Parent Involvement Committee.

Superintendent Forsyth-Sells asked if there were any further nominations. After three consecutive requests for further nominations, no nominations were forthcoming.

Before the election took place, nominees provided a brief bio, including how they would support the Niagara Catholic Parent Involvement Committee.

Parent members voted by secret ballot and as result, Carrie Vernelli was elected as one of the Co-Chairs and there was a draw between the two remaining nominees. A second vote by secret ballot took place and as a result Brenda Annen was elected as the second Co-Chair.

Superintendent Forsyth-Sells, thanked the nominees, congratulated the elected Co-Chairs, and turned the chair-ship over to Carrie Vernelli and Brenda Annen.

**8. Election/Appointment of the Niagara Catholic Ontario Association for Parents in Catholic Education (OAPCE) Regional Director**

Co-Chair Vernelli reported that an election/appointment for the Niagara Catholic OAPCE Regional Director will take place to fill the (1 year) vacancy for the 2022-2023 school year.

- Parent members were provided with information on the role of the OAPCE Regional Director and the Application Form. Interested applicants were asked to complete and submit the nomination form to Yvonne Anderson, no later than 12:00 p.m. today, November 3, 2022.

Co-Chair Vernelli, called on Superintendent Forsyth-Sells to provide an update. Superintendent Forsyth-Sells reported that she was pleased to announce that Ian Woods submitted an application for the position of the Niagara Catholic Regional Director on OAPCE and asked for a consensus to support Ian's application. Ian was acclaimed as the Niagara Catholic OAPCE Regional Director.

**9. Approval of the Niagara Catholic Parent Involvement Committee Meeting Minutes of May 11, 2022**

Moved by: Ian Woods

**THAT** the Niagara Catholic Parent Involvement Committee approve the minutes of the Niagara Catholic Parent Involvement Committee Meeting of May 11, 2022 as presented.

**CARRIED**

**B. PRESENTATION**

Jeremy Harb asked why the presentation on the Library Information Centres was postponed. Superintendent Forsyth-Sells reported that the Program and Innovation, Superintendent Kinney in collaboration with Danielle Black, Coordinator of Library Information Centres were still developing the vision of the Library Information Centres. The presentation will take place at NCPIC meeting of January 12, 2023.

**C. SUBCOMMITTEE REPORTS**

1. Faith Formation
2. Goals/Parent Engagement Events

Co-Chair Vernelli requested that all members send an email to the Co-Chairs with their intent to support the Faith Formation and/or Goals/Parent Engagement Events no later than November 11, 2022. Once the subcommittees have been formed, meetings will be scheduled.

**D. POLICY**

Co-Chair Vernelli stated that NCPIC members were provided with a feedback template for their use.

Co-Chair Vernelli reported that the following Board Governance policies are currently being vetted:

- Retirement and Service Recognition Celebration Policy (201.2), and
- Volunteer Recognition Policy (800.4)

1. Feedback to be submitted on behalf of the NCPIC, is to be sent to Yvonne Anderson no later than 12:00 p.m. on Monday, November 21, 2022.
2. Feedback being submitted as an individual, is to be sent directly to Anna Pisano no later than 12:00 p.m. on Wednesday, November 23, 2022.

Trustee Prince stated that feedback received from the vetting process is valued and reviewed by Senior Administrative Council and the Trustees of the Board.

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

1. Review of the Niagara Catholic Parent Involvement Committee By-Laws  
Superintendent Forsyth-Sells asked for feedback and/or questions on the By-Laws of the Niagara Catholic Parent Involvement Committee. Seeing none, the By-Laws of the Niagara Catholic Parent Involvement Committee were approved as presented.

2. Ontario Association for Parents in Catholic Education (OAPCE)  
Superintendent Forsyth-Sells reported that the OAPCE Year End Report for 2020-2021 and 2021-2022 was emailed to all members for information.
3. NCPIC Financial Report  
Superintendent Forsyth-Sells reported on the finances of the NCPIC.

#### **F. SEAC REPORT**

Superintendent Forsyth-Sells provided a report on behalf of SEAC.

- Ready, Willing & Able (RWA) was presented to SEAC. RWA is a national partnership of the Canadian Association for Community Living and Canadian Autism Spectrum Disorders Alliance and their member organizations. They support Canadian businesses to build an inclusive workplace that capitalizes on the skills and qualifications of people with an intellectual disability or Autism Spectrum Disorder (ASD).
- New chairperson was elected – Monique Somma
- Committee membership now includes student support members as observers representing the different areas of Special Education – Speech Pathologist, Student Support Facilitator, Behaviour Analyst, Behaviour Resource Teacher and Teacher of the Blind/Low Vision. They will act as a liaison resource to the committee if required.
- Niagara Catholic is working with FACS Niagara updating the FACS protocol. Started a Liaison Committee comprised of Administrators from Niagara Catholic and Executive Staff from FACS to develop a final version of the protocol.
- Secondary Special Education classrooms are participating in Niagara Catholic Rocks with Mendelt sessions.
- Supporting Neurodiversity through Adaptive Programming (SNAP) is back in person again. Provides educational gymnastics, dance and movement education, games and other activities of daily living.
- Phase 2 of Empower Literacy Program implementation. School staff are currently screening and selecting student candidates for the program.

#### **G. BISHOP/DIOCESAN REPORT-Fr. Paul MacNeil**

Fr. Paul MacNeil reported that the diocesan report of the Synod has been published and made available. In the report, 10 themes that emerged from the listening sessions were identified:

1. Quelling fear and judgement
2. Pastor/Bishop as leader and shepherd
3. Improving Collaboration and Promoting the Laity (especially women) in Leadership
4. Improving Communication
5. Need for Healing
6. Creating Parish Cultures of Welcome and Belonging
7. Providing Opportunities for Evangelization, Catechesis and Discipleship
8. Strengthening School - Parish Partnerships
9. Outreach and Ministry to Youth, Young Adults and Families
10. Bridging Division



As a response to the listening sessions, the diocese is currently working on 3 priorities: Prayer, Communication and Leadership. Regarding leadership, the Bishop has now mandated that every parish have in place a Parish Pastoral Council. Bishop Bergie also mandated the creation of a diocesan Lay Pastoral Council to help involve the laity in leadership and diocesan decision making. The November clergy study days will concentrate on leadership in our parishes and Lay Pastoral Councils.

Fr. Paul reported that as a response to Strengthening School - Parish Partnerships, that he and Terri Pauco, Director of Family and Youth Ministry have met periodically with the school chaplaincy leaders to discuss the relationship with the diocese. Fr. Paul presented some of the results of the discussion including the pride flag, the model of elementary school chaplains and the schedule of chaplain visits at a recent Council of Priests meeting. Fr. Paul also communicated the common view that the chaplaincy leaders shared that the schools are wonderful opportunities for evangelization, to make Disciples of Christ. Finally, Fr. Paul along with Krista Olivieri, Board Chaplaincy Leader and Amanda Wagg-Boyer, Religious Education Consultant have started to publish a new periodic update called "Connections," which is distributed to the clergy and principals, senior staff and trustees. A copy of "Connections" will be sent to all members for information.

#### **H. STUDENT SENATE REPORT**-Ava Venzon

Ava Venzon presented a brief verbal update on the current activities of the Student Senate.

- The Niagara Catholic annual 'Lead Out Loud' event will be held on November 16, 2022 at Gethsemane Ministries in Wellandport. The secondary student senate along with the Development and Peace organization will be hosting the event for the elementary student senators. This year, our goal is to be the first school board in Ontario consisting of all 'Development and Peace schools', as we hope that every school will participate in the organization's interactive badge system. These activities will be taken back to elementary schools to complete throughout the school year. Social justice is very important to secondary students on the Niagara Catholic senate and we look forward to educating elementary senate members on the topic in partnership with this organization.
- New this year, Student Senate has designed the idea of a "Student Highlight". Each secondary school has been assigned a month in which the senators of that school will select a student that they believe deserves positive recognition. There must be a reason for this selection, whether the student has started their own club, has stood out academically in some way, or has made a positive impact on the school community. Blessed Trinity has been assigned to the month of November. Blessed Trinity senators will put together a presentation for the senate on their student of choice. The presentation will then be posted on senate's social media platforms, not only to give this student recognition for their achievements but as well as to inspire other students in the Board with their peer's accomplishments.
- The Student Senate is currently working on a Board-wide "Student Council Guidebook" that will be sent to all Niagara Catholic high schools. The plan is to write a book that will include leadership ideas that have worked in the past for student councils. It will be used when councils are in a crunch for fundraising or looking for event ideas or processes. This will be something to turn to for foolproof and trustworthy content, to gain inspiration or to follow. Each school's

student council, along with concerning staff, are currently putting together a list of ideas that will be added to the guidebook. The book will be a year-long project, and will be available for next year's and for future Niagara Catholic student councils.

**I. STAFF REPORTS-*Joe Tornabuono***

Elementary Principal, Tornabuono provided elementary school updates for information. A question and answer period followed.

**J. TRUSTEE REPORTS-*Leanne Prince***

Trustee Prince reported that:

- the Municipal Elections took place across Ontario on October 24, 2022 and as a result of the elections new trustees will be joining the Board.
- the Inaugural Meeting of the Board will take place on November 22, 2022 at Saint Michael Catholic High School. At this meeting the new Trustees will be sworn in for a term of four years.
- the Trustee representatives appointed to the Niagara Catholic Parent Involvement Committee will be introduced at the NCPIC Meeting of January 12, 2023.
- Trustee Prince also extended her gratitude to each and every member of the NCPIC, past and present, for their support and dedication to Niagara Catholic, Catholic education and student achievement and well-being of all students in the Niagara Catholic District School Board as well as, being the parent voice at the Board level.

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

**L. NEXT MEETING:** Thursday, January 12, 2023 at 6:30 p.m. at the Catholic Education Centre.

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

**N. ADJOURNMENT**

Moved by: Alexandria Attree

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

**CARRIED**

This meeting was adjourned at 8:35 p.m.

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