



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

*AGENDA AND MATERIAL*

## COMMITTEE OF THE WHOLE MEETING

**TUESDAY, FEBRUARY 14, 2023  
6:30 P.M.**

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



### **A. ROUTINE MATTERS**

1. Opening Prayer – Trustee Turner -
2. Roll Call -
3. Approval of the Agenda -
4. Declaration of Conflict of Interest -
5. Approval of Minutes of the Committee of the Whole Meeting of January 17, 2023 A5
6. Consent Agenda Items -
  - 6.1 Staff Development Department Professional Development Opportunities A6.1
  - 6.2 Capital Projects Progress Report Update A6.2
  - 6.3 Elementary and Secondary School Year Calendars 2023-2024 A6.3

### **B. PRESENTATIONS**

1. Governance in the Education Sector – Marion Thomson Howell B1

### **C. GOVERNANCE POLICIES**

1. Governance Policies for Recommendation to the Board -
  - 1.1 Pupil Accommodation Review Policy (701.2) – Clark C1.1
2. Governance Policies Prior to Vetting -
  - 2.1 Electronic Communications Systems (Employees) Policy (201.12) – Giancarlo C2.1
  - 2.2 Trustee Code of Conduct Policy (100.12) – Camillo C2.2
3. Governance Policy Review Schedule C3

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

1. “I am a Child of God” Social-Emotional Learning Program – Gino D1

- 2. Monthly Updates
  - 2.1 Student Senate Update -
  - 2.2 Senior Staff Good News Update -

**E. INFORMATION**

- 1. Trustee Information

**F. OTHER BUSINESS**

- 1. General Discussion to Plan for Future Action -

**G. BUSINESS IN CAMERA**

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

**I. ADJOURNMENT**

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
COMMITTEE OF THE WHOLE  
FEBRUARY 14, 2023**

***PUBLIC SESSION***

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

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**RECOMMENDATION**

**THAT** the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of January 17, 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**, 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 D 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 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  
COMMITTEE OF THE WHOLE MEETING  
FEBRUARY 14, 2023**

***PUBLIC SESSION***

**TITLE: GOVERNANCE IN THE EDUCATION SECTOR**

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Prepared by: Marion Thomson Howell, President of Shaughnessy Howell Inc.

Presented by: Marion Thomson Howell, President of Shaughnessy Howell Inc.

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

Date: February 14, 2023



## PRESENTATION BACKGROUND

Committee of the Whole Meeting  
February 14, 2023

### GOVERNANCE IN THE EDUCATION SECTOR

Marion Thomson Howell  
PRESIDENT, SHAUGHNESSYHOWELL INC.

In addition to being a leader in corporate learning and development, Marion has extensive experience in board governance and organizational leadership. She was elected as a trustee for the Waterloo Catholic District School Board in both the 2003 and 2006 elections, serving as Vice Chair and Chair of the Board. She served in same roles on the Board of Governors for St. Jerome's University and is currently the Chair of the Board of Trustees for St. Mary's General Hospital in Kitchener. She is also a founding director for A Better Tent City Waterloo Region an organization that provides safe shelter and support for those who are experiencing homelessness.

As a member of the St. Jerome's board, Marion chaired a task force that proposed establishing a system of bicameral governance for the university resulting in the first senate-like body in the university's history.

As a consultant, Marion's work with not-for-profit boards ranges from workshops on governance in general and what directors need to be aware of to be effective stewards of their organizations to work that targets each organization's specific needs such as updating policies, ensuring effective monitoring of the organization's work and building relationships among board members. She presented a workshop entitled, Implementing Policy Governance, One Step at a Time, at the International Policy Governance Association (IPGA) conference in Las Vegas. She has been a part of the OESC (Ontario Education Services Corporation) team since 2011, has worked with multiple school boards across the province as well as the Ontario Ministry of Education on issues related to board governance.

In her role as Executive in Residence for Capacity Canada, she designed governance training for board directors based on gamification theory, leads a workshop for Executive Assistants who support boards and is a co-facilitator for the series, Emerging Governance Strategies.

Marion has extensive experience with public sector leadership beyond the board table as well. In one project she produced a series of modules on Municipal Leadership: The Fundamentals of Municipal Leadership, Good Government Model, and Leading to Achieve Results. She also led the project for the Ministry of Education that resulted in the guide, Multi-Year Strategic Planning. A Guide for School Board Trustees.

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Prepared by: Marion Thomson Howell, President of Shaughnessy Howell Inc.

Presented by: Marion Thomson Howell, President of Shaughnessy Howell Inc.

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

Date: February 14, 2023

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
COMMITTEE OF THE WHOLE  
FEBRUARY 14, 2023**

***PUBLIC SESSION***

**TOPIC: GOVERNANCE POLICIES FOR RECOMMENDATION TO THE  
BOARD  
PUPIL ACCOMMODATION REVIEW POLICY (701.2)**

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**RECOMMENDATION**

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Pupil Accommodation Review Policy (701.2), as presented.

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Prepared by: Clark Euale, Controller of Facilities Services  
Presented by: Clark Euale, Controller of Facilities Services  
Recommended by: Camillo Cipriano, Director of Education/Secretary-Treasurer  
Date: February 14, 2023



Niagara Catholic District School Board  
**PUPIL ACCOMMODATION REVIEW POLICY**  
 STATEMENT OF GOVERNANCE POLICY

700 – Building and Sites

Policy No. 701.2

Adopted Date: April 28, 1998

Latest Reviewed/Revised Date: February 23, 2016

In keeping with the Mission, Vision and Values of the Niagara Catholic District School Board, Niagara Catholic is committed to providing the best educational facilities that advance student achievement for all and build strong Catholic identity and community.

In accordance with the Ministry of Education, the Niagara Catholic District School Board recognizes its responsibility:

- To provide adequate accommodation and instruction for all pupils attending its schools;
- To undertake long-term capital planning;
- To operate its schools economically and efficiently, while providing the best Catholic education for the pupils, within the limits of the Board's available resources;
- To explore opportunities for effective, sustainable partnerships; and
- To maintain communication with stakeholders and potential partners concerning possible changes in the status of a school or of school boundaries.

The Board acknowledges that the consolidation or closure of schools may be required to meet the above objectives. The Board is committed to providing student accommodation in a responsible and organized manner considering reasonable and just alternatives.

The Director of Education shall present an Initial Staff Report to the Board to review a school or schools for potential consolidation or closure. The Board may establish an Accommodation Review Committee (ARC) and provide the terms of reference or proceed to the a Modified Accommodation Review Process.

The Board shall consider consolidation or closure of a school(s) following the submission of the Final Staff Report which will contain feedback from an Accommodation Review Committee and/or a community consultation section. The Niagara Catholic District School Board has the discretion to approve the recommendation(s) of the Final Staff Report as presented, modify the recommendation(s) of the Final Staff of the report or to approve a different outcome. The final decision regarding the future of a school or group of schools rests solely with the Board of Trustees.

The Director of Education will issue *Administrative Operational Procedures* in support of this policy.

### References

- [Ministry of Education - Administrative Review of the Accommodation Review Process](#)
- [Ministry of Education - Pupil Accommodation Review Guidelines \(Revised March 2015\)](#)
- [Niagara Catholic District School Board Policies/Procedures](#)
  - [Admission of Elementary and Secondary Students Policy \(301.1\)](#)
  - [Attendance Areas Policy \(301.3\)](#)
  - [Board By-Laws Policy \(100.1\)](#)
  - [Community Planning & Partnerships \(800.6\) AOP](#)

<b>Adopted Date:</b>	<b>April 28, 1998</b>
<b>Revision History:</b>	<b>March 27, 2007</b> <b>February 23, 2010</b> <b>February 23, 2016</b>

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
COMMITTEE OF THE WHOLE  
FEBRUARY 14, 2023**

***PUBLIC SESSION***

**TOPIC: GOVERNANCE POLICIES PRIOR TO VETTING  
ELECTRONIC COMMUNICATIONS SYSTEMS (EMPLOYEES)  
POLICY (201.12)**

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

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

Date: February 14, 2023





Niagara Catholic District School Board  
**ELECTRONIC COMMUNICATIONS  
SYSTEMS POLICY (EMPLOYEES)**  
STATEMENT OF GOVERNANCE POLICY

200 – Human Resources

Policy No 201.12

Adopted Date: January 31, 2006

Latest Reviewed/Revised Date: October 23, 2018

In keeping with the Mission, Vision and Values of the Niagara Catholic District School Board (“the “Board”), the Board provides access to, and recognizes the value of, staff ~~using~~ **utilizing** electronic communications systems to share information and knowledge ~~in support of the Board's mission.~~

This policy addresses both the use of personal and Board-issued devices and communications systems and sets parameters for the acceptable and appropriate use of electronic communications with staff, students, parents/guardians, and the community.

Electronic communications systems and all data and messages generated on or handled by Board equipment are considered to be the property of the Board. ~~and are not the property of the users of the information technology.~~

Employees are accountable for the appropriate use of ~~the Board's~~ electronic communications systems in an **appropriate, ethical, and legal** ~~appropriate~~ educational manner, ~~which must be in compliance with all relevant federal and provincial legislation. This includes, but is not limited to the following: the eEducation sStatutes and rRegulations of Ontario, the Ontario Charter of Rights and Freedoms, the Ontario Code of Conduct, the Ontario Human Rights Code and the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) and all relevant policies of the Niagara Catholic District School Board.~~

Employees must make a concerted effort to protect their passwords and not share them with anyone for any reason. Employee passwords ~~represent~~ **provide** a gateway to many the electronic employee identity and provide access to a wide variety of privileged services, applications and data that should not be accessible by any other person than the employee.

The confidentiality of employee, student, and other personal data must always be **protected and** maintained.

Access to the Board's electronic communication services is a privilege that may be wholly or partially restricted by the Board at any time.

The Board has to right to access any piece of Board-issued equipment or review a Board-issued account at any time.

~~There is no expectation of privacy on the part of any user when communicating using any of the Board's electronic communication systems.~~

~~Access to the Board's electronic communication services is a privilege that may be wholly or partially restricted by the Board at any time.~~

~~Any~~ **Deliberate** breaches of this policy may lead to discipline, up to and including dismissal.

The Director of Education will establish Administrative Operational Procedures for the implementation of this policy.

**References**

- [Canadian Charter of Rights and Freedoms](#)
- [Education Statutes and Regulations of Ontario](#)

- [\*Municipal Freedom of Information and Protection of Privacy Act\*](#)
- [\*Ontario Code of Conduct\*](#)
- [\*Ontario College of Teachers, Professional Advisory: Maintaining Professionalism-Use of Electronic Communication and Social Media UPDATED, September 2017\*](#)
- [\*The Ontario Human Rights Code\*](#)
- [\*Niagara Catholic District School Board Policies/Procedures\*](#)
  - [\*Records and Information Management Policy \(600.2\)\*](#)
  - [\*Electronic Communications System \(Students\) \(301.5\) Administrative Operational Procedures\*](#)
  - [\*Employee Code of Conduct and Ethics Policy \(201.17\)\*](#)
  - [\*Employee Workplace Harassment Policy \(201.7\)\*](#)
  - [\*Disconnect from Work Policy \(203.5\)\*](#)
  - [\*Code of Conduct Policy \(302.6.2\)\*](#)
  - [\*Privacy Policy\*](#)
  - [\*Privacy Breach Protocol\*](#)

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<b>Adopted Date:</b>	<b>January 31, 2006</b>
<b>Revision History:</b>	<b>May 9, 2006 June 12, 2012 October 23, 2018</b>

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
COMMITTEE OF THE WHOLE  
FEBRUARY 14, 2023**

***PUBLIC SESSION***

**TOPIC: GOVERNANCE POLICIES PRIOR TO VETTING  
TRUSTEE CODE OF CONDUCT POLICY (100.12)**

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Prepared by: Camillo Cipriano, Director of Education/Secretary-Treasurer  
Presented by: Camillo Cipriano, Director of Education/Secretary-Treasurer  
Date: February 14, 2023



Niagara Catholic District School Board  
**TRUSTEE CODE OF CONDUCT POLICY**  
STATEMENT OF GOVERNANCE POLICY

100 – Board

Policy No 100.12

Adopted Date: November 23, 2010

Latest Reviewed/Revised Date: June 15, 2021

**MISSION STATEMENT**

In keeping with the Mission, Vision and Values of the Niagara Catholic District School Board (the “Board”), the Trustee Code of Conduct Governance Policy is in compliance with the Ontario *Education Act*, Regulations, other relevant legislation. We are a Christ-centred Catholic faith community that celebrates diversity and fosters spiritual growth, inspiring all to reach their full potential in mind, body and spirit.

**INTEGRITY AND DIGNITY OF OFFICE**

The Niagara Catholic District School Board Trustee Code of Conduct Policy (“Code of Conduct”) governs individuals elected as a Trustee (“Trustees”) under the *Education Act*.

Elected Catholic Trustees occupy positions of public trust and confidence. They are expected to discharge their duties and responsibilities in a professional and ethical manner, consistent with Gospel Values and the teachings of the Catholic Church. To minimize risk and legal exposure to the Board and to protect a Trustee’s personal liability, Trustees must comply with the *Education Act* and Regulations, the *Municipal Freedom of Information and Protection of Privacy Act* and Regulations, the *Municipal Conflict of Interest Act*, the *Niagara Catholic District School Board's By-Laws (100.1)* and Policies and Administrative Procedures and any other Act or Regulation that may be applicable to the Trustee's duties.

Individual Trustees are committed to open and transparent communication with the Board’s students, parents/guardians, employees, Catholic ratepayers and all educational partners through effective system and school-based communication procedures.

It is imperative that the Trustees act, and be seen to act, in the best interests of the public they serve. Catholic Trustees are elected to represent all stakeholders in the Board by articulating and supporting a shared commitment to excellence in Catholic education that promotes student achievement and well-being through the delivery of effective and appropriate education programs, services and effective stewardship of the Board's resources.

Trustees are governors, advocates and community leaders. As governors, Trustees provide strategic direction and oversight through Board policies to maintain the focus on student achievement and well-being. As advocates, Trustees inform and influence public perceptions of Catholic education and provincial education law and policy. As community leaders, Catholic Trustees engage with the public they serve to build understanding, awareness, guidance and active support for publicly funded Catholic education.

In compliance with subsection 218.1 (f) of the *Education Act*, Trustees are statutorily required to entrust the day to day management of the Board to its staff through the Board’s Director of Education.

In keeping with this statutory obligation, Trustees who are contacted by an employee of the Board with respect to an issue of employment, may listen to the concern, offer no judgement on the specifics of any concern presented and, if required, will facilitate in guiding the employee to the relevant Collective Agreement, Terms and Conditions or Board Policy. Trustees will bring information regarding the concern to the attention of the Director of Education.

Trustees who are contacted by a student, parent, guardian, constituent or supporter of Catholic education will listen to the concern, provide no judgement on the specifics of the concern presented, and if required, direct the individual to the Board's Complaint Resolution Policy or relevant Board Policy. Trustees will bring information regarding the concern to the attention of the Director of Education.

## CATHOLIC FAITH, COMMUNITY AND CULTURE

Each Niagara Catholic District School Board Trustee shall, within the duties prescribed in the *Education Act*, its Regulations and other applicable legislation and reflecting a ministry within the Church:

- Acknowledge that Catholic schools are an expression of the teaching mission of the Church;
- Provide an example to the Catholic community that reflects the teaching of the Church;
- Provide the best possible Catholic education according to the programs approved by the Canadian Conference of Catholic Bishops and the Minister of Education;
- Recognize and rigorously defend the constitutional right of Catholic education and the democratic and corporate authority of the Board;
- Respect the confidentiality of the Board;
- Ensure the affairs of the Board are conducted with openness, justice and compassion;
- Work to improve personal knowledge of current Catholic educational research and practices;
- Affirm a strong sense of Christian Catholic community; and
- Provide support, encouragement and prayer for the efforts of all persons engaged in the ministry of Catholic education in Canada.

## CIVIL BEHAVIOUR AND COMMUNICATION

Catholic Trustees share in the responsibility for creating a positive environment that is safe, harmonious, comfortable, inclusive and respectful. Trustees shall at all times act with decorum and shall be respectful of other Trustees, the Director of Education, staff, all members of the Niagara Catholic community, as well as the public. As stewards of the system, Catholic Trustees are held to a high standard of conduct and should serve as role models of exemplary behaviour reflective of the values articulated in the *Ontario Catholic School Graduate Expectations*.

Trustees must:

- Respect and comply with all applicable federal, provincial and municipal laws;
- Demonstrate honesty and integrity;
- Respect differences in people, their ideas, and their opinions;
- Treat one another with dignity and respect at all times, and especially when there is disagreement;
- Respect and treat others fairly, regardless of, for example, race, ancestry, place of origin, colour, ethnic origin, citizenship, religion, gender, sexual orientation, age, or disability; and
- Respect the rights of others.

Trustees shall be prepared for meetings, avoid disrupting the process and refrain from engaging in conduct or contributing to a tone of sarcasm or denigration during meetings of the Board and at all other times that would discredit or compromise the integrity of the Board.

In performing their duties as Trustees, and in all matters of communication including email, telephone and face-to-face or virtual meetings, respectful language and professionalism are expected.

The Trustees are bound to uphold and comply with all Board Governance Policies, Administrative Operational Procedures and protocols. Subject to the duty of a Trustee under subsection 218.1(e) of the *Education Act* to uphold the implementation of any Board resolution after it is passed by the Board, a Trustee may not make disparaging remarks about another Trustee or a group of Trustees in expressing comments, or disagreement or speculate on the motives of a Trustee, a group of Trustees, or Board staff. With the exception of the Chair of the Board and/or the Director of Education, no individual Trustee or group of Trustees has the authority to speak on behalf of the Board.

Any Trustee who fails or refuses to comply with the rules of the Board, uses offensive language, disobeys the decisions of the Chair or the Board on points of order, or makes any disorderly noise or disturbance may be ordered by the Chair to leave for the remainder of the meeting and, in the case of a refusal to do so, may, on the order of the Chair, be removed from the room where such meeting is taking place and/or the Board office. Such a removal will be recorded in the minutes of the meeting.

Subsection 207(3) of the *Education Act* addresses the exclusion of persons from Board Meetings. It provides:

“The presiding officer may expel or exclude from any meeting any person who has been guilty of improper conduct at the meeting.”

## COMPLYING WITH LEGISLATION

All Trustees will comply with the letter and spirit of all laws of Canada and the Province of Ontario and any contractual obligations of the Board in conducting the business of the Board.

Trustees acknowledge they may only act on behalf of the Board through resolution and may not act individually or purport to represent the interests of the Board without the knowledge and consent of the Board of Trustees shown through resolution.

Trustees shall ensure that all information they communicate in the course of their duties is accurate and complete.

It is every Trustee's responsibility to familiarize themselves with their duties and any requirements of them as prescribed by the *Education Act and Regulations*, the *Municipal Freedom of Information and Protection of Privacy Act and Regulations*, the *Municipal Conflict of Interest Act* and any other Act or Regulation that may be applicable to the Trustee's duties and/or Ministry of Education requirements and the *Niagara Catholic District School Board's By-Laws (100.1)*, Governance Policies and Administrative Operational Procedures.

All Trustees are expected to comply with the following duties of Board members as set out in section 218.1 of the *Education Act*:

A member of a board shall,

- a. carry out their responsibilities in a manner that assists the board in fulfilling its duties under this Act, the regulations and the guidelines issued under this Act, including but not limited to the board's duties under section 169.1;
- b. attend and participate in meetings of the board, including meetings of board committees of which they are a member;
- c. consult with parents, students and supporters of the board on the board's multi-year plan under clause 169.1 (1) (f);
- d. bring concerns of parents, students and supporters of the board to the attention of the board;
- e. uphold the implementation of any board resolution after it is passed by the board;
- f. entrust the day-to-day operations and management of the board to its staff through the board's director of education;
- g. maintain focus on student achievement and well-being; and
- h. comply with the board's code of conduct.

## UPHOLDING DECISION

Trustees must understand their role as a corporate body and the expectation that they may deliberate with many voices but must act as one.

Trustees must:

- Accept that authority rests with the Board and that they have no individual authority other than that delegated by the Board;
- Uphold the implementation of any Board resolution after it is passed by the Board;
- Comply with *Niagara Catholic District School Board By-Laws (100.1)*, Policies and Administrative Procedures; and
- Refrain from speaking on behalf of the Board unless authorized to do so by the Board. The only official spokespersons for the Board are the Chair of the Board and the Director of Education.

## AVOIDANCE OF PERSONAL ADVANTAGE AND CONFLICT OF INTEREST

### Pecuniary Interests

All Trustees are expected to comply with the provisions of the *Municipal Conflict of Interest Act*, which requires that Trustees disclose the general nature of their direct or indirect pecuniary interest in any matter that is the subject of consideration at a Board meeting, and abstain from participating in the discussion of the matter.

Trustees are not permitted to vote on or attempt in any way, whether before, during or after the meeting, to influence the voting on matters in which they have a direct or indirect pecuniary interest. Pursuant to section 3 of the *Municipal Conflict of Interest Act*, the direct or indirect pecuniary interest of a parent, spouse or child of the Trustee is deemed to be the interest of the Trustee.

Trustees who disclose a pecuniary interest in accordance with the *Municipal Conflict of Interest Act* will be required to file a written statement with the Director of Education declaring their interest and including a description of its general nature. Pursuant to section 6.1 of that Act, the Board will be required to maintain a registry that may be accessed by members of the public, containing copies of (i) Trustees' written statements declaring their interest; and (ii) corresponding meeting minutes. The Board will develop and maintain procedures for public access to the registry, including any reasonable limits on such access.

### General Conflicts of Interest

Generally, where a Trustee, either on their own behalf or while acting for, by, with or through another, identifies a direct, indirect, or deemed conflict of interest in any matter and is present at a meeting of the Board at which the matter is the subject of consideration, the Trustee shall:

- Prior to any consideration of the matter of the meeting, disclose the interest and the general nature thereof;
- Not take part in the discussion of, or vote on any question in respect of the matter;
- Not discuss the issue with any other person;
- Not attempt in any way whether before, during or after the meeting to influence the voting on such question; and
- Where the meeting is not open to the public, the Trustee shall, in addition to complying with the requirements outlined above, leave the meeting or the part of the meeting during which the matter is under consideration.

Where the interest of the Trustee has not been disclosed by reason of the Trustee's absence from the meeting, the Trustee shall disclose the interest and otherwise comply with the above requirements at the first meeting of the Board attended by the Trustee, after the meeting referred to above.

When the meeting is open to the public, every declaration of interest and the general nature of that interest shall be recorded in the minutes of the Board meeting. When the meeting is not open to the public, every declaration of interest, but not the general nature of that interest, shall be recorded in the minutes of the next meeting of the Board that is open to the public.

It is an expectation of the Board that Trustees will comply with the provisions of the *Municipal Conflict of Interest Act* and avoid conflicts of interest as set out in this Code of Conduct.

Every Trustee is responsible and accountable for exercising good judgment and avoiding situations that might present a conflict of interest or the appearance of a conflict of interest and, where a conflict of interest might exist, each Trustee has an affirmative duty to disclose such conflict when it becomes apparent.

No Trustee shall use their position, authority or influence for personal, financial or material gain or personal business purposes or for the personal, financial or material gain or business purposes of a relative, friend and/or business associate. Every Trustee shall uphold and enhance all Board business operations by:

- Maintaining an unimpeachable standard of integrity in all their relationships, both inside and outside the Board;
- Fostering the highest standard of professional competence among those for whom they are responsible;
- Complying with and being seen to comply with the letter and spirit of:
  - the laws of Canada and the Province of Ontario
  - contractual obligations applicable to the Board; and
- Rejecting and denouncing any business practice that is improper or inappropriate or may appear to be improper or inappropriate.

A Trustee shall not use their position, authority or influence to give any person or organization special treatment that might, or might be perceived to, advance the interests of the Trustee, or the interests of a relative, friend and/or business associate of the Trustee.

A Trustee must not participate in any decision or recommendation in which they or a relative, friend or business associate may have a financial, commercial or business interest.

## LOBBYING

On occasion, lobbyists may attempt to communicate with Trustees for the purpose of influencing Trustees with respect to the procurement of goods and services and the awarding of contracts. Trustees must report such inquiries to the Director of Education forthwith. Trustees must not use their influence to gain or advance the interest of any particular party during a procurement process.

## CONFIDENTIALITY

All Trustees acknowledge that, as part of their duties to the Board they may be privy to private, confidential and/or legally privileged financial, business and/or commercial information belonging to the Board that may provide a financial, business, commercial or competitive advantage, and that they may be privy to private and confidential student and personnel information, and/or legal matters and opinions. Such information may include, but is not limited to, information relating to the Board's organizational structure, operations, financial information, business plans, technical projects, business costs, research data results, inventions, trade secrets or other work produced, developed by or for the Board.

Except as required by law, all Trustees and former Trustees agree not to use, directly or indirectly, for the Trustee's benefit or the benefit of any person, organization, firm, or other entity, or disclose to any third party the Board's proprietary or confidential information disclosed or entrusted to that Trustee, and Trustees recognize that such inappropriate use of confidential information for their benefit may constitute a breach of trust contrary to section 122 of the *Criminal Code* and this Code of Conduct.



The confidentiality of personal/educational student and family information received in the course of duties must be respected, protected and kept confidential. Trustees are required to keep all information received, including but not limited to, in-camera discussions and actions in complete confidence. Information received should not be discussed or reviewed in public or where another student, parent, employee or member of the school community or public could accidentally overhear or read such information.

Except as required by law, and in accordance with the *Education Act* and *Municipal Freedom of Information and Protection of Privacy Act*, all Trustees agree not to use or disclose the personal and/or educational information of students and their families that may come to the attention of a Trustee.

Except as required by law, and in accordance with the *Municipal Freedom of Information and Protection of Privacy Act*, all Trustees agree not to use or disclose the personal and/or employment information of Board employees and their families that may come to the attention of a Trustee.

A Trustee's duty of confidentiality with respect to private and confidential financial, business and/or commercial information, personnel information, student information, and legal matters and opinions survives their term as Trustee.

## **BOARD RESOURCES**

No Trustee shall use Board resources for personal gain. No Trustee shall permit relatives, friends and/or business associates to use Board resources for personal gain. Trustees recognize that such inappropriate use of Board resources, directly or indirectly, for their benefit may constitute a breach of trust contrary to section 122 of the *Criminal Code* and this Code of Conduct.

All Trustees shall fully comply with all Board Policies, Protocols, Procedures and Administrative Procedures regarding the use of Board resources, including information technology resources.

## **PROCEDURES FOR GIFTS AND HOSPITALITY**

Although moderate hospitality is an accepted courtesy in business relationships, Trustees should not allow themselves to reach a perceived position whereby they might influence a Board decision as a consequence of accepting such hospitality. If there is uncertainty regarding what is considered an appropriate honoraria or hospitality to give or receive, the Trustee should discuss this with the Chair of the Board.

Trustees should not use their position for improper gain or benefit, nor under any circumstances accept gifts.

Gifts and donations, by any Trustee, to any groups or individuals will not be reimbursed.

Gifts and donations may be made on behalf of the Board of Trustees as a whole, if approved in advance by the Chair of the Board and the Director of Education.

## **ENFORCEMENT OF CODE OF CONDUCT AND MUNICIPAL CONFLICT OF INTEREST ACT**

An alleged breach of this Code of Conduct by a Trustee may be dealt with by the following procedures:

Pursuant to section 218.3 of the *Education Act*, a Trustee who has reasonable grounds to believe that a Trustee(s) has breached this Code of Conduct may bring the alleged breach, in writing, to the attention of the Board through the Chair of the Board, or the Vice-Chair, in the event that the alleged breach is with the Chair of the Board or the Chair of the Board is unavailable.

**Informal Process**

The Chair of the Board or Vice-chair if the alleged breach is with the Chair on their initiative, or at the request of a Trustee of the Board who alleges a breach of the Code has occurred, may meet informally with a Trustee of the Board who is alleged to have breached the Code. This meeting may include the Chair and all Trustees involved, the purpose of the meeting is to bring the allegation of the breach to the attention of the Trustee and to discuss remedial measures to resolve the concern. This Informal Process is conducted in private. The Chair of the Board may invite the Director of Education to attend the meeting.

**Formal Process**

If a Trustee has reasonable grounds to believe that another Trustee has breached this Code of Conduct, they must bring the alleged breach forward as soon as reasonably possible. The Board may choose not to deal with an alleged breach should the alleged breach come to the Board's attention after: (a) one year after the incident to which the alleged breach relates; or (b) if there are a series of incidents, after one year after the last in the series. A Trustee may apply to the Board for an extension of this time limit, and the Board may grant such an extension if the Board is satisfied that the delay in bringing the alleged breach forward was incurred in good faith and no substantial prejudice will result to any person affected by the delay.

If an alleged breach is brought to the attention of the Board, the Board shall make inquiries into the matter. the document setting out the breach together with any other materials will be provided to the Director of Education in the Director's role as Secretary to the Board. The Director of Education will place the matter in the Trustee and Director Only section of the next *In-Camera* Board Meeting.

At the *In-Camera* Board Meeting where the alleged breach of the Code of Conduct is presented, legal counsel to the Board will be present to advise the Board with respect to legal matters related to relevant legislation and the Code of Conduct process as set out in the Code of Conduct. In compliance with Sections 198 and 283.1 of the *Education Act*, for the Board to meet, the Director of Education will be present as Secretary to the Board to take minutes. All other staff who attend meetings of the Board will be excused from the Trustee and Director Only section of the *In-Camera* portion of the meeting of the Board where the Code of Conduct complaint is presented.

At the *In-Camera* meeting of the Board at which the alleged breach is presented, the Board will direct Board legal counsel to oversee an independent investigation conducted by an external investigator as selected by Board legal counsel. The results of the external investigation will be presented to the Board by Board legal counsel and the external investigator upon completion.

Based on the results of the external investigation, the Board will determine whether the Trustee has breached the Code of Conduct.

The findings of the external investigation report shall be added to the minutes of the public portion of the meeting where the decision was made.

If the Board determines that a Trustee has not breached the Code of Conduct, the Board may impose sanctions or consequences on the relevant individual(s), which includes a Trustee or Trustees, who have brought the complaint forward. The sanctions or consequences will be determined in consultation with Board legal counsel.

If the Board determines that a Trustee has breached the Code of Conduct, the Board may impose one or more of the following sanctions:

- Censure of the Trustee.
- Barring the Trustee from attending all or part of a meeting of the Board or a meeting of a committee of the Board.
- Barring the Trustee from sitting on one or more committees of the Board, for the period of time specified by the Board.

A Trustee who is barred from attending all or part of a meeting of the Board or a meeting of a committee of the Board is not entitled to receive any materials that relate to that meeting or that part of the meeting that are not available to the members of the public.

In appropriate circumstances, the Board may also resolve to disassociate the Board from any action or statement of a Trustee.

If a Board determines that a Trustee has breached this Code of Conduct, the Board shall give the Trustee written notice of the determination and of any sanction imposed by the Board.

The notice shall inform the Trustee that they may make written submissions to the Board in respect of the determination or sanction by the date specified in the notice, which date will be at least 14 days after the notice is received by the Trustee.

The Board shall consider any written submissions made by the Trustee and shall confirm or revoke the determination within 14 days after the Trustee's submissions are received.

If the Board revokes a determination that a Trustee has breached this Code of Conduct, any sanction imposed by the Board is also revoked.

If the Board confirms a determination that a Trustee has breached this Code of Conduct, the Board shall, within 14 days after the Trustee's submissions were received, confirm, vary or revoke the sanction(s) imposed by the Board.

If a sanction is varied or revoked by the Board, the variation or revocation shall be deemed to be effective as of the date the original determination of the alleged breach was made by the Board.

Despite subsection 207(1) of the *Education Act* which requires meetings of the Board to be open to the public, but subject to the requirements below for specific resolutions of the Board to be made in public, the Board may close to the public the part of the meeting during which a breach or alleged breach of this Code of Conduct is considered when the breach or alleged breach involves any of the following matters:

- The security of the property of the Board;
- The disclosure of intimate, personal or financial information in respect of a Trustee or committee member, an employee or prospective employee of the Board or a student or their parent or guardian;
- The acquisition or disposal of a school site;
- Decisions in respect of negotiations with employees of the Board; or
- Litigation affecting the Board.

The meeting of the Board shall be In-Camera (closed to the public) when the subject matter under consideration involves an ongoing investigation under the *Ombudsman Act* respecting the Board.

The Board shall take the following actions by resolution at a meeting of the Board, and the vote on the resolution shall be open to the public:

- Make a determination that a Trustee has breached this Code of Conduct.
- Impose a sanction on a Trustee for a breach of this Code of Conduct.
- Confirm or revoke a determination regarding a Trustee's breach of this Code of Conduct.
- Confirm, vary or revoke a sanction after confirming or revoking a determination regarding a Trustee's breach of this Code of Conduct.

A Trustee who is alleged to have breached this Code of Conduct shall not vote on any of the resolutions listed above.

When a resolution listed above is passed, the resolution shall be recorded in the minutes of the meeting. The *Statutory Powers Procedure Act* does not apply to any of the enforcement provisions under section 218.3 of the *Education Act*.

Nothing in this Code of Conduct prevents a Trustee's breach of the *Municipal Conflict of Interest Act* from being dealt with in accordance with that Act.

A Trustee who is subject to a Board inquiry to determine whether the Trustee has breached the Code of Conduct has a right to retain and be represented by legal counsel throughout the process.

In the event that a Trustee has been found to have not breached the Code of Conduct, all legal expenses for the Trustee involved in a Code of Conduct complaint will be reimbursed by the Board.

***References***

- [\*Criminal Code, Section 122\*](#)
- [\*Education Act, Subsection 207\(1\); Subsection 207\(3\); Section 218.1; Section 218.3\*](#)
- [\*Municipal Conflict of Interest Act, Section 3, Section 6.1\*](#)
- [\*Municipal Freedom of Information and Protection of Privacy Act\*](#)
- [\*Ombudsman Act\*](#)
- [\*Ontario Catholic School Graduate Expectations\*](#)
- [\*Niagara Catholic District School Board Policies/Procedures\*](#)
  - [\*Board's By-Laws Policy \(100.1\)\*](#)
  - [\*Complaint Resolution Policy \(800.3\)\*](#)
  - [\*Trustee Expenses and Reimbursement Policy \(100.13\)\*](#)
  - [\*Trustee Honorarium Policy \(100.11\)\*](#)
- [\*Terms and Conditions and Collective Agreements\*](#)

<b>Adopted Date:</b>	<b>November 23, 2010</b>
<b>Revision History:</b>	<b>March 20, 2018 June 15, 2021</b>

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
COMMITTEE OF THE WHOLE  
FEBRUARY 14, 2023**

*PUBLIC SESSION*

**TOPIC: POLICY REVIEW SCHEDULE**

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The Policy Review  
Schedule is presented for information.

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Prepared by: Camillo Cipriano, Director of Education/Secretary-Treasurer  
Presented by: Camillo Cipriano, Director of Education/Secretary-Treasurer  
Date: February 14, 2023



# GOVERNANCE POLICY REVIEW SCHEDULE

SEPTEMBER 2022 - JUNE 2023

Updated: January 2023

SORTED BY COMMITTEE OF THE WHOLE MEETING DATE					
Policy Issued	Reviewed Revised	Policy #	POLICY NAME	Prior to Vetting	After Vetting
NEW	NEW	NEW	Right to Disconnect		September 2022
2017	2017	600.6	Privacy	September 2022	November 2022
1998	2018	600.2	Records and Information Management	September 2022	November 2022
1998	2020	201.2	Retirement & Service Recognition Celebration	October 2022	December 2022
2007	2020	800.4	Volunteer Recognition	October 2022	December 2022
1998	2018	100.4	Student Trustees	November 2022	January 2023
1998	2016	701.2	Pupil Accommodation Review	December 2022	February 2022
2012	2018	701.5	Bottled Water	January 2023	March 2023
2011	2018	400.6	Environmental Stewardship	January 2023	March 2023
2013	2019	100.6.2	Student Senate - Elementary	January 2023	March 2023
2000	2019	100.6.1	Student Senate - Secondary	January 2023	March 2023
1998	2019	500.1	School Operations for Inclement Weather and Workplace Closure	January 2023	March 2023
2006	2018	201.12	Electronic Communications Systems (Employees)	February 2023	April 2023
2010	2021	100.12	Trustee Code of Conduct	February 2023	April 2023
2012	2018	201.17	Employee Code of Conduct & Ethics	March 2023	May 2023
2004	2018	100.7	Niagara Catholic Education Award of Distinction	March 2023	May 2023
2002	2022	201.7	Employee Workplace Harassment *	April 2023	June 2023
2002	2022	201.11	Employee Workplace Violence *	April 2023	June 2023
2002	2022	201.6	Occupational Health & Safety *	April 2023	June 2023

\* Ministry of Labour Compliance Annual Review

SORTED BY BOARD MEETING DATE					
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2004	2018	100.7	Niagara Catholic Education Award of Distinction	May 2023	
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2002	2022	201.11	Employee Workplace Violence *	June 2023	
2002	2022	201.6	Occupational Health & Safety *	June 2023	

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
COMMITTEE OF THE WHOLE MEETING  
FEBRUARY 14, 2023**

***PUBLIC SESSION***

**TITLE: “I AM A CHILD OF GOD” SOCIAL-EMOTIONAL  
LEARNING PROGRAM**

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The “I Am a Child of God” Social-Emotional Learning Program report is presented for information.

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Prepared by: Gino Pizzoferrato, Superintendent of Education

Presented by: Maria Kish, Tina Hornick, Vince Mancuso,  
Alfonso Monachino – Behaviour Resource Teachers  
Rose Gentilcore – Early Years Lead  
Anthony Di Toro – Student Support Coordinator

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

Date: Tuesday, February 14, 2023



## **REPORT TO THE COMMITTEE OF THE WHOLE FEBRUARY 14, 2023**

### **“I AM A CHILD OF GOD” SOCIAL-EMOTIONAL LEARNING PROGRAM**

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#### **BACKGROUND INFORMATION**

The “I Am a Child of God” social-emotional learning program was developed as a tier 1 response to the social-emotional learning needs of students K-8 across the Niagara Catholic District School Board through the lens of our faith.

The “I Am a Child of God” program not only aligns with Niagara Catholic’s vision, mission and values, it also aligns directly with our Mental Health and Well-Being Strategy, and it forms the foundation of the Student Support Integrated Behaviour Team model. The program was co-created in 2016 based on data received from the EDI (Early Development Instrument).

“I Am a Child of God” is rooted in the Catholic School Graduate Expectations, the latest research in neuroscience and child brain development, School Mental Health Ontario and the Faith and Wellness document. The program has since evolved and grown through ongoing multi-disciplinary collaboration and research and is now being rolled out system wide to all elementary schools with training opportunities for Child and Youth Workers, Educational Resource Teachers and Educational Assistants to build system capacity.

It is the core belief that through faith and ongoing coaching and modelling of social-emotional learning, children will learn how to co-regulate, identify their thoughts and feelings and respond to those thoughts and feelings with targeted tools, strategies and faith. While self-regulation involves children identifying thoughts and feelings and responding with tools and strategies, co-regulation recognized the co-journey of the child with a caring Catholic educator who coaches and models with them the tools and strategies to respond to big emotions. Co-regulation empowers all Catholic educators to model Christ’s journey of accompaniment that He offers each one of us with unconditional love and non-judgement. Co-regulation, when framed in our faith and gospel values, has the potential to be transformational for staff and students across Niagara Catholic.

The intention of the rollout of “I Am a Child of God” is to reach the desk of every staff member and child across Niagara Catholic with our shared vision “encountering souls and opening minds so that all students can succeed”. It is our intentional effort as a system to accompany every child along their Road to Emmaus so that they may have a true encounter with Christ as they work towards achieving their full potential.



The “I Am a Child of God” Social-Emotional Learning Program report is presented for information.

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Prepared by: Gino Pizzoferrato, Superintendent of Education

Presented by: Maria Kish, Tina Hornick, Vince Mancuso,  
Alfonso Monachino – Behaviour Resource Teachers  
Rose Gentilcore – Early Years Lead  
Anthony Di Toro – Student Support Coordinator

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

Date: Tuesday, February 14, 2023