

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
MARCH 28, 2023**

***PUBLIC SESSION***

**TOPIC: UNAPPROVED MINUTES OF THE COMMITTEE OF THE  
WHOLE MEETING OF MARCH 7, 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 March 7, 2023, as presented.

The following recommendations are being presented for the Board’s consideration from the Committee of the Whole Meeting of March 7, 2023:

**7.1.1 *Environmental Stewardship & Sustainability Policy (NEW)***

**THAT** the Niagara Catholic District School Board approve the Environmental Stewardship & Sustainability Policy (NEW), as presented.

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

**THAT** the Niagara Catholic District School Board approve School Operations for Inclement Weather and Workplace Closure Policy (500.1), as presented.

**7.1.3 *Student Senate – Elementary Policy (100.6.2)***

**THAT** the Niagara Catholic District School Board approve Student Senate – Elementary Policy (100.6.2), as presented.

**7.1.4 *Student Senate – Secondary Policy (100.6.1)***

**THAT** the Niagara Catholic District School Board approve Student Senate – Secondary Policy (100.6.1), as presented.



## MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

### TUESDAY, MARCH 7, 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, March 7, 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 Bruzzese.

2. Roll Call

Vice-Chair Burkholder noted that Student Trustee Johnstone was asked to be excused and Trustee Benoit joined electronically.

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 Marino

**THAT** the Committee of the Whole approve the Agenda of the Committee of the Whole Meeting of March 7, 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 February 14, 2023**

Moved by Trustee Joyner

**THAT** the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of February 14, 2023, as presented.

**CARRIED**

**6. Consent Agenda Items**

**6.1 Staff Development Department Professional Development Opportunities**

Presented for information.

**6.2 Capital Projects Progress Report Update**

Presented for information.

**6.3 Niagara Catholic District Board Improvement Plan for Student Achievement and Well-Being**

Presented for information.

Moved by Trustee Huibers

**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. Environmental Stewardship & Sustainability Policy (NEW)**

Clark Euale, Controller of Facilities Services presented feedback received from the vetting process and highlighted recommended amendments to the Environmental Stewardship & Sustainability Policy (NEW), following the vetting process.

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

- No amendment

Moved by Trustee Marino

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Environmental Stewardship & Sustainability Policy (NEW), as presented, with vetting comments reflected in the Administrative Operational Procedures.

**APPROVED**

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

Lee Ann Forsyth-Sells, Superintendent of Education presented feedback received from the vetting process and highlighted recommended amendments to the School Operations for Inclement Weather and Workplace Closure Policy (500.1), following the vetting process.

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

- No amendment

Moved by Trustee Bruzzese

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the School Operations for Inclement Weather and Workplace Closure Policy (500.1), as presented.

**APPROVED**

#### **1.3. Student Senate – Elementary Policy (100.6.2)**

Kim Kinney, Superintendent of Education presented feedback received from the vetting process and highlighted recommended amendments to the Student Senate – Elementary Policy (100.6.2), following the vetting process.

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

- No amendment

Moved by Trustee Huibers

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Student Senate – Elementary Policy (100.6.2), as presented.

**APPROVED**

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

Superintendent Kinney presented feedback received from the vetting process and highlighted recommended amendments to the Student Senate – Secondary Policy (100.6.1), following the vetting process.

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

- Paragraph 2 – remove the word “*various*” and replace the word “*populations*” with the word “*communities*”

Moved by Trustee Huibers

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Student Senate Policy – Secondary Policy (100.6.1), as amended.

**APPROVED**

**2. Governance Policies Prior to Vetting**

**2.1. Employee Code of Conduct and Ethics Policy (201.17)**

Julia Tiessen, Executive Officer of Human Resources, presented the Employee Code of Conduct and Ethics Policy (201.17).

The Committee of the Whole suggested the following amendments:

- No amendment

The Committee of the Whole requested that the Employee Code of Conduct and Ethics Policy (201.17), be vetted from March 8, 2023 to April 19, 2023 with a recommended deadline for presentation to the Committee of the Whole in May, for consideration to the Board in May.

**2.2. Niagara Catholic Education Award of Distinction Policy (100.7)**

Pat Rocca, Superintendent of Education, presented the Niagara Catholic Education Award of Distinction Policy (100.7).

The Committee of the Whole suggested the following amendments:

- No amendment

The Committee of the Whole requested that the Niagara Catholic Education Award of Distinction Policy (100.7), be vetted from March 8, 2023 to April 19, 2023 with a recommended deadline for presentation to the Committee of the Whole in May, for consideration to the Board in May.

**3. Governance Policy Review Schedule**

Director Cipriano presented the Governance Policy Review Schedule.

**D. COMMITTEE AND STAFF REPORTS**

**1. Creating Safe and Inclusive Spaces for Students with Developmental, Physical and Medical Needs**

Gino Pizzoferrato, Superintendent of Education provided background information on Creating Safe and Inclusive Spaces for Students with Developmental, Physical and Medical Needs and introduced Student Support Facilitators Janet Rylett and Grace Brochu.

Ms. Rylett and Ms. Brochu presented the Creating Safe and Inclusive Spaces for Students with Developmental, Physical and Medical Needs report for Trustee information.

Ms. Brochu answered questions of Trustees.

**2. Monthly Updates**

**2.1 Student Trustees' Update**

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

**2.2 Senior Staff Good News Update**

Senior Staff highlights included:

**Superintendent Kinney**

- After school Math Club has expanded to over 60 elementary teachers that will service over 400 students in our elementary schools.
- In alignment with our Multi-Year Strategic Plan's goal to anchor our work in the Gospel, All schools are being challenged to participate in the Development and Peace "Major Mustard Seed Challenge of 2023".

**Superintendent Pizzoferrato**

- Niagara Catholic schools participated in the 25<sup>th</sup> Annual Kids Helping Kids fundraiser in February and to date have raised \$36,872. This is an increase of over \$4,000 from last year's total.

**E. INFORMATION**

**1. Trustee Information**

Director Cipriano reminded Trustees of the Family and Children's Services Gala on April 21, 2023.

Trustees were asked to confirm their attendance with Anna Pisano.

## **F. OTHER BUSINESS**

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

- 1.1 Director Cipriano reminded Trustees of the Growth and Retention Ad Hoc Committee meeting at 6:00 pm on Wednesday March 8, 2023.

## **G. BUSINESS IN CAMERA**

Nil

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

## **I. ADJOURNMENT**

Moved by Trustee Bruzzese

**THAT** the March 7, 2023 Committee of the Whole Meeting be adjourned.

**CARRIED**

This meeting was adjourned at 7:51 p.m.

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Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **March 7, 2023.**

Approved on **April 11, 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  
MARCH 28, 2023**

***PUBLIC SESSION***

**TITLE: ENVIRONMENTAL STEWARDSHIP & SUSTAINABILITY  
POLICY (NEW)**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the Environmental Stewardship & Sustainability Policy (NEW), as presented

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Prepared by: Clark Euale, Controller of Facilities Services

Presented by: Clark Euale, Controller of Facilities Services

Recommended by: Committee of the Whole

Date: March 28, 2023





In keeping with the Mission, Vision and Values of the Niagara Catholic District School Board, the Board acknowledges the precarious state of the global environment, and that we have a responsibility to mitigate further impact where possible. Our role as leaders in Catholic education, is to mentor, shape and guide our students on critical issues such as this, and educate them in what we can all do differently in order to reverse or slow the damage caused by global pollution and depleted natural resources. The following principles will be implemented and maintained by the Board in support of this.

1. **Energy Conservation:** We will continue to adopt energy conservation measures in all of our facilities including the use of energy efficient lighting, mechanical systems, and building envelopes.
2. **Education:** We will continue to educate our students, staff and school communities about the importance of sustainability and our role in protecting the future of our planet.
3. **Waste Reduction:** We will continue to implement recycling and composting programs in all of our facilities and endeavour to reduce our overall waste by encouraging the use of recyclable containers and eliminating single-use plastics such as plastic utensils and bottled water.
4. **Transportation:** We will continue to encourage the use of alternative forms of transportation where possible to reduce our reliance on fossil fuels, including walking, cycling, car-pooling, school bussing, or use of public transit.
5. **Renewable Energy:** We will continue to explore opportunities to generate renewable energies such as solar, wind, or geothermal within our facilities where it is financially feasible to do so.
6. **Partnerships:** We will continue to explore partnerships with various levels of government and/or utility providers to collaboratively reduce our reliance on fossil fuels across the Board.

The Director of Education will issue *Administrative Operational Procedures* for the implementation of this Policy.

### References

- [Encyclical Letter Laudato Si' of the Holy Father Francis on Care for our Common Home](#)
- [Ontario EcoSchools](#)
- [Canadian Catholic Organization for Development and Peace](#)
- [Ontario Regulation 102/94 - Waste Audits and Reduction Work Plans](#)
- [Canada's Commitments and Actions on Climate Change Auditor General of Canada](#)
- [Net Zero 2050 Ontario Energy Association](#)
- [The Paris Agreement 2015 Government of Canada](#)
- [Niagara Peninsula Conservation Authority: NPCA](#)

Adopted Date: NEW

Revision History:

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
MARCH 28, 2023**

***PUBLIC SESSION***

**TITLE: SCHOOL OPERATIONS FOR INCLEMENT WEATHER AND  
WORKPLACE CLOSURE POLICY (500.1)**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the School Operations For Inclement Weather and Workplace Closure Policy (500.1), as presented.

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Prepared by: Lee Ann Forsyth-Sells, Superintendent of Education  
Giancarlo Vetrone, Superintendent of Business and Financial Services

Presented by: Lee Ann Forsyth-Sells, Superintendent of Education  
Giancarlo Vetrone, Superintendent of Business and Financial Services

Recommended by: Committee of the Whole

Date: March 28, 2023



Niagara Catholic District School Board

**SCHOOL OPERATIONS**  
**FOR INCLEMENT WEATHER AND WORKPLACE CLOSURE POLICY**

STATEMENT OF GOVERNANCE POLICY

500 – Auxiliary Services

Policy No 500.1

Adopted Date: February 24, 1998

Latest Reviewed/Revised Date: February 26, 2019

In keeping with the Mission, Vision and Values of the Niagara Catholic District School Board, the Board supports the implementation of safety measures due to anticipated or occurring inclement weather and/or any other emergency situation that would impact the health, safety and well-being of Niagara Catholic staff and students.

In the event of inclement weather, the Executive Director/Designate of Niagara Student Transportation Services (NSTS) will determine whether to cancel school transportation services for the entire system or an area(s) of the Board. When the decision is made to cancel transportation services, transportation is cancelled for the entire day which includes all educational field trips and secondary schools' late activity buses.

The Director of Education is authorized to close a school, a group of schools, all schools and/or Board facilities due to inclement weather or any other emergency situation that would impact the health, safety and well-being of staff and students

In the absence of the Executive Director/Designate of Niagara Student Transportation Services and/or the Director of Education (or designate), the Superintendent of Business and Financial Services is responsible for making and communicating decisions regarding the cancellation of transportation and/or school/Board facility closures due to inclement weather.

Notification of Niagara Catholic closures, and/or changes or alterations to the normal hours of operation will be posted on the Board website, delivered to parents/guardians through an electronic communications platform, and added to social media platforms by 6:00 a.m. (when feasible).

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

**References**

- **Niagara Catholic District School Board Policies/Procedures**
  - [Employee Attendance During Inclement Weather and Workplace Closure \(201.9\) AOP](#)
  - [Student Transportation Policy \(500.2\)](#)

**Adopted Date:** February 24, 1998

**Revision History:** March 19, 2013  
February 26, 2019

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
MARCH 28, 2023**

***PUBLIC SESSION***

**TITLE: STUDENT SENATE – ELEMENTARY POLICY (100.6.2)**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the Student Senate – Elementary Policy (100.6.2), as presented.

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Prepared by: Kim Kinney, Superintendent of Education

Presented by: Kim Kinney, Superintendent of Education

Recommended by: Committee of the Whole

Date: March 28, 2023



Niagara Catholic District School Board  
**STUDENT SENATE – ELEMENTARY POLICY**  
STATEMENT OF GOVERNANCE POLICY

100 - Board

Policy No 100.6.2

Adopted Date: April 23, 2013

Latest Reviewed/Revised Date: February 26, 2019

In keeping with the Mission, Vision and Values of the Niagara Catholic District School Board, the Niagara Catholic District School Board values the leadership, participation, and voice of students and their Elementary Student Senate representatives.

The Niagara Catholic District School Board recognizes the benefits accrued when students have an opportunity to share and represent the perspectives and insights from their school communities.

To assist the Student Trustees on the Board and the Student Representatives to the Niagara Catholic Parent Involvement Committee (NCPIC) and the Special Education Advisory Committee (SEAC), the Niagara Catholic Elementary Student Senate has been established with elementary representatives from each Family of Schools within the Board.

The Elementary Student Senate provides a forum for student servant leadership, the exchange of ideas, discussion, consultation, peer mentorship and communication through its Co-Chairs to the Secondary Student Senate, the Student Trustees on the Niagara Catholic District School Board and the Director of Education.

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

**References**

- [Education Statutes and Regulations of Ontario](#)
- [Ontario Municipal Conflict of Interest Act](#)
- [Niagara Catholic District School Board Policies/Procedures](#)
  - [Student Senate – Secondary Policy \(100.6.1\)](#)

Adopted Date:	April 23, 2013
Revision History:	February 26, 2019

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
MARCH 28, 2023**

***PUBLIC SESSION***

**TITLE: STUDENT SENATE – SECONDARY POLICY (100.6.1)**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the Student Senate – Secondary Policy (100.6.1), as presented.

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Prepared by: Kim Kinney, Superintendent of Education

Presented by: Kim Kinney, Superintendent of Education

Recommended by: Committee of the Whole

Date: March 28, 2023



Niagara Catholic District School Board  
**STUDENT SENATE – SECONDARY POLICY**  
STATEMENT OF GOVERNANCE POLICY

100 - Board

Policy No 100.6.1

Adopted Date: March 27, 2007

Latest Reviewed/Revised Date: February 26, 2019

In keeping with the Mission, Vision and Values of the Niagara Catholic District School Board, the Niagara Catholic District School Board values the leadership, participation, and voice of students and their Secondary Student Senate representatives.

The Niagara Catholic District School Board recognizes the benefits accrued when students have an opportunity to share and represent the perspectives and insights from their school communities.

To assist the Student Trustees on the Board, and the Student Representative to the Niagara Catholic Parent Involvement Committee (NCPIC) and the Special Education Advisory Committee (SEAC), the Niagara Catholic Student Senate has been established with representatives from each of the Board's Catholic secondary schools.

The Student Senate provides a forum for student servant leadership, the exchange of ideas, discussion, consultation, and communication through its Co-Chairs/Student Trustees with the Board, Director of Education, Senior Administrative Council and all students in the Niagara Catholic District School Board.

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

**References**

- [\*Education Statutes and Regulations of Ontario\*](#)
- [\*Ontario Municipal Conflict of Interest Act\*](#)

<b>Adopted Date:</b>	<b>June 27, 2000</b>
<b>Revision History:</b>	<b>September 25, 2001</b> <b>April 24, 2012</b> <b>April 23, 2013</b> <b>February 26, 2019</b>

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
MARCH 28, 2023**

***PUBLIC SESSION***

**TOPIC: BOARD COMMITTEES**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the change of membership to the Growth and Retention Ad Hoc Committee from all Trustees to 4 Trustees

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

Presented by: Camillo Cipriano, Director of Education/Chief Executive Officer/Secretary-Treasurer

Recommended by: Growth and Retention Ad Hoc Committee

Date: March 28, 2023





**REPORT TO THE BOARD MEETING  
MARCH 8, 2023**

**BOARD COMMITTEES**

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**BACKGROUND INFORMATION**

In accordance with the Niagara Catholic District School Board By-Laws (100.1):

**19. COMMITTEE MEETINGS**

- v. *All committees shall be established by Board resolution. The Chair, in consultation with the Vice-Chair, shall, by the Board meeting following the meeting at which a committee is established, appoint members to Board Committees, excluding the Committee of the Whole, which is made up of all trustees.*

In accordance with the Niagara Catholic District School Board By-Laws:

**19. COMMITTEE MEETINGS**

**v. (b) Ad-Hoc Committees**

*The Board may establish Ad-Hoc committees as required. The establishing motion shall indicate the specific mandate of the committee, the membership of the committee, and the due date of the final report. All Ad-Hoc committees shall require a new Board motion at the yearly organizational meeting of the Board. The Chair of the Ad-Hoc committees shall be elected at the first meeting of the committee by the members of the committee held after the Annual Organizational Meeting of the Board.*

During the March 8, 2023 Growth and Retention Ad Hoc Committee, the committee requested that the Board redefine Trustee membership to the Growth and Retention Ad Hoc Committee from all 8 Trustees to 4 Trustees as per revised 2023 Board Committee Membership (Appendix A)

**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the change of membership to the Growth and Retention Ad Hoc Committee from all Trustees to 4 Trustees

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

Presented by: Camillo Cipriano, Director of Education/Chief Executive Officer/Secretary-Treasurer

Recommended by: Growth and Retention Ad Hoc Committee

Date: March 28, 2023



## 2023 BOARD COMMITTEE MEMBERSHIP REVISED

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

STATUTORY COMMITTEES	TRUSTEE MEMBERSHIP REQUIRED	2023 MEMBERSHIP
<b><i>Audit Committee</i></b> <i>O. Reg. 361/10, s. 7 (1). The term of office of a member of the audit committee who is a board member shall be determined by the board but shall not exceed four years.</i>	<i>3 Trustees required</i>	Rhianon Burkholder Larry Huibers Doug Joyner
<b><i>Niagara Catholic Parent Involvement Committee (N.C.P.I.C.)</i></b>	<i>2 Trustees required</i>	Natalia Benoit Joe Bruzzese
<b><i>Special Education Advisory Committee (S.E.A.C.)</i></b>	<i>2 Trustees &amp; 1 Alternate required</i>	Doug Joyner Jim Marino Larry Huibers – Alternate
<b><i>Supervised Alternative Learning Committee (S.A.L. Committee)</i></b>	<i>2 Trustees required</i>	Danny Di Lorenzo Paul Turner

  

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

  

AD HOC COMMITTEES	TRUSTEE MEMBERSHIP REQUIRED	2023 MEMBERSHIP
<b><i>Blessed Trinity Catholic Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee</i></b>	<i>3 Trustees required</i>	Natalia Benoit Doug Joyner Jim Marino
<b><i>Denis Morris, Holy Cross, and Saint Francis Catholic Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee</i></b>	<i>3 Trustees required</i>	Natalia Benoit Rhianon Burkholder Larry Huibers
<b><i>Growth and Retention Ad Hoc Committee</i></b>	<i>4 Trustees</i>	Joseph Bruzzese Danny Di Lorenzo Jim Marino Paul Turner
<b><i>Lakeshore Catholic Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee</i></b>	<i>3 Trustees required</i>	Danny Di Lorenzo Doug Joyner Paul Turner
<b><i>Notre Dame College Catholic Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee</i></b>	<i>3 Trustees required</i>	Joe Bruzzese Rhianon Burkholder Paul Turner
<b><i>Saint Michael and Saint Paul Catholic Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee</i></b>	<i>3 Trustees required</i>	Joe Bruzzese Danny Di Lorenzo Jim Marino

  

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

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
MARCH 28, 2023**

***PUBLIC SESSION***

**TITLE: MINUTES OF THE GROWTH AND RETENTION AD HOC  
COMMITTEE MEETING OF NOVEMBER 12, 2019**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board receive the Minutes of the Growth and Retention Ad Hoc Committee Meeting of November 12, 2019, as presented for information.



# MINUTES OF THE GROWTH AND RETENTION COMMITTEE MEETING

## TUESDAY, NOVEMBER 12, 2019

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Minutes of the Growth and Retention Committee Meeting of the Niagara Catholic District School Board, held on Tuesday, November 12, 2019 at 5:30 p.m. in the Father Kenneth Burns c.s.c. Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

The meeting was called to order at 5:30 p.m. by John Crocco, Director of Education.

2. **Opening Prayer**

Opening Prayer were led by Trustee Moody.

3. **Roll Call**

Trustee	Present	Present Electronically	Absent	Excused
Rhianon Burkholder	✓			
Kathy Burtnik	✓			
Frank Fera	✓			
Larry Huibers	✓			
Daniel Moody	✓			
Leanne Prince	✓			
Dino Sicoli	✓			
Paul Turner	✓			
<b>Student Trustees</b>				
Jade Bilodeau	✓			
Luca DiPietro	✓			

The following staff were in attendance:

**John Crocco**, Director of Education; **Yolanda Baldasaro**, **Ted Farrell**, **Frank Iannantuono**, **Pat Rocca**, Superintendents of Education; **Scott Whitwell**, Controller of Facilities Services; **Anna Pisano**, Recording Secretary/Administrative Assistant, Corporate Services & Communications

4. **Declaration of Conflict of Interest**

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

5. **Nominations and Election of the Growth and Retention Committee Chair for 2019-2020**

Director Crocco called for nominations for the position of Chair of the Growth and Retention Committee for 2019-2020. Trustee Fera nominated Trustee Turner. Director Crocco asked Trustee Turner if he wished to stand for the position of Chair of the Growth and Retention Committee.

Trustee Turner accepted the nomination.

Following three calls for nominations there were no further nominations forthcoming. Trustee Turner was acclaimed to the position of Chair of the Growth and Retention Committee 2019-2020.

Moved by Trustee Burtnik

**THAT** Trustee Turner be elected to the position of Chair of the Growth and Retention Committee 2019-2020.

**APPROVED**

6. **Approval of the Agenda**

Moved by Trustee Prince

**THAT** the Niagara Catholic District School Board approve the Agenda of the Growth and Retention Committee Meeting of November 12, 2019, as presented.

**CARRIED**

7. **Committee Terms of Reference**

Background information was presented by Chair Turner for the information of the Growth and Retention Committee.

The Board discussed the mandate of the committee, the outcome and the process as it began its committee journey.

The Committee agreed on the following Terms of Reference for the Growth and Retention Committee 2019-2020.

- To review the enrolment realities and projections across the Board with a report brought back to the Board no later than September 2020.
- To make recommendations to the Board with respect to future growth and retention global strategies and priorities, Kindergarten to Graduation.
- That the committee will act in the best interest of publically funded Catholic education.

8. **Committee Membership Recommendations**

The Committee discussed potential membership from the following groups;

- Trustees (2 or 3)

- Director of Education
- Facilities Services
- Student Support Services
- Alternative Programs – Stay-in-School Coordinator (2)
- Elementary Principal (Council)
- Secondary Principal (Council)
- Pastor (Diocese)
- Elementary Teacher
- Secondary Teacher
- OECTA (1)
- CUPE (1)
- Social Services Agency – RAFT/Pathstones
- Community Living
- Indigenous Community
- Home School student (Association)
- Retired Administrator/Trustee (Alliance)
- Parents (2) – NCPIC/SEAC Representatives (presentation to committees)
- Student Representatives – Elementary (2) and Secondary (2)

The Committee asked Chair Turner and Director Crocco to meet and forward letters to the various departments and associations to invite members to join the Growth and Retention Committee.

9. **Committee Meeting Schedule 2019-2020**

Chair Turner suggested the Committee meet January, March, May and June 2020. Dates will be confirmed by Chair Turner and Director Crocco.

10. **Adjournment**

Moved by Trustee Prince

**THAT** the November 12, 2019 Growth and Retention Committee Meeting of the Niagara Catholic District School Board be adjourned.

**CARRIED**

This meeting was adjourned at 6:14 p.m.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
MARCH 28, 2023**

***PUBLIC SESSION***

**TITLE: MINUTES OF THE SPECIAL EDUCATION ADVISORY  
COMMITTEE (SEAC) MEETING OF FEBRUARY 1, 2023**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board receive the Minutes of the Special Education Advisory Committee (SEAC) Meeting of February 1, 2023, as presented for information.



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

**WEDNESDAY, FEBRUARY 1, 2023  
 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 – Chair 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

**3. Roll Call**

<b>Members</b>	<b>Affiliations</b>	<b>Yes</b>	<b>Excused</b>
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	
Cooper, Morgan (Palombo, Pina)	Down Syndrome Niagara (President)	x	
Attree, Alexandria	Autism Ontario Niagara Region		x



T.B.D.	Indigenous Representative		
Smith, Lorraine	Mainstream	x	
Wencel, Sara (for Rita Smith)	Community Living (Port Colborne/Wainfleet)	x	
Wilson, Alison	Bethesda		x
Donato, Krystine	Community Member	x	
Joyner, Doug	Trustee of the Board	x	
Marino, Jim	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
Keighan, Kelly	Speech-Language Pathologist	x	
Brochu, Grace	Student Support Facilitator	x	
De Lisio, Angela	Behaviour Analyst	x	
Mancuso, Vincent	Behaviour Resource Teacher	x	
Bailey, Babette	Teacher of the Blind/Low Vision	x	
Davies, Elizabeth	Administrative Assistant/Recording Secretary	x	

**4. Approval of the Agenda**

**Moved by:** L. Smith

**Seconded by:** K. Donato

**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 January 11, 2023**

**Moved by:** E. Glencross

**Seconded by:** Trustee Joyner

**B. PRESENTATION - Nick Smith (presentation attached)**

Niagara Support Services (NSS) - Niagara Training and Employment Agency (NTEC)

- NTEC Regional Respite program: Last resort weekend respite program for children with a

- wide variety of disabilities
- NSS Children's Autism Program (CAP): Education, Community Partnership Program (ECCP) for primary/junior aged students with autism
- NSS Consultant Services program

### C. AGENDA ITEMS

#### 1. Letter from Durham District School Board – Chair Somma

Superintendent Pizzoferrato informed the discussion that letters are often received for information and a response letter is not always required, in our case, the letter prompted a review of internal processes which has enhanced our effort to review the internal application process.

As a committee SEAC has decided to receive the letter for information.

Moved by: Trustee Joyner

Seconded by: Trustee Marino

#### 2. SEAC Chair's Report (Chair Somma)

1. I will be sending invitations to meetings soon to discuss the SEAC goals and come up with plans to bring to the March meeting in order to begin the work moving into the spring and into the fall.

2. If you think there would be a presentation that would be good to bring to our SEAC, please let me know as we plan the rest of our meetings this school year and into the fall.

3. New members- we are excited to be able to submit two new referrals to the board and are keen to continue to fill the open spots (now two plus one indigenous representative) on our committee.

4. Remember you can access the monthly reporting form to ask any questions or provide any updates for the monthly meeting from your organization. If you have a question or an item to discuss at SEAC, you can include these on the form as well.

<https://forms.gle/CLQpAnCUMaJGEfjB7>

5. Co-chair- currently there is no co-chair. Normally, this would be voted on in January but because we have had a large turnover of members, I put this on hold. I would like to invite anyone interested in a co-chair role to please reach out to me if you would like more information about what the role entails, I would be happy to discuss. Basically, a co-chair would support the agenda in an agreed capacity, collaborate with the chair and Gino/Liz on agenda items and fill in for the chair in their absence.

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

We have single representatives not committees.

SEAC sub-committees (communications, survey, Ministry Reports & Policy) are tabled for now as we have 2 different committees and the survey is going out soon. We will revisit at a later date. A new committee list will be sent out as we have two new SEAC members.

## D. AGENCY REPORTS

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

Nothing new this month. Summer camp applications are opening towards end of the month. We have had a busy start to the new year with our winter programs.

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

New website has launched. Eligibility and forms are posted and linked on the website. Smart Start Hub officially launched in January. Portal not yet gone live but forms and information are there to start a referral.

Smart Start Hubs - Official launch of satellite hubs in Grimsby, Welland & Fort Erie. An official launch with new partners will be held in Welland and Grimsby.

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

10<sup>th</sup> walk in site permanently located at the Pen Centre – Mondays (10:30 to 7:30) & Fridays (10:30 to 6:30) Started first week of January.

Big Brother/Sisters operate on site Monday and Friday as well.

River Road (Welland) site will hopefully be completed in next couple of months. John Howard walk in clinic will be moving, as well as some clinics, counselling and therapy services.

### **Down Syndrome Niagara – Pina Palombo (Doris)**

Autism Ontario Niagara Region – Alexandria Attree (read by Chair Somma)

#### **NCPIC (NIAGARA PARENT INVOLVEMENT COMMITTEE)**

We met January 12th, next meeting will be March 2nd @ 6:30 pm

Our presentation was on Decodable books. We discussed how it is being introduced to primary first and will work its way up the grades. This is a wonderful way to help avoid the stigma of level readers amongst peers. I recommend having the presentation for our SEAC committee in the future as I feel this is relatable.

We discussed creating our new faith formation committees for 2023 & goals committee for 2023. I always welcome and encourage parents to come out to these meetings as they are filled with a wealth of knowledge and updates on board-related activities that help our students thrive.

#### **Autism Ontario:**

We are encouraged to learn about how SEAC works both provincially and at our own school boards. We are continuing to work towards having our Autism Ontario SEAC information streamlined into 1 monthly report.

#### **Autism Niagara:**

We have a whole host of great events from sensory and swimming to social clubs. I encourage you to check out the Autism Ontario website and look at what's happening in SOUTH REGION (this is what Niagara is under)

#### **Mainstream – Lorraine Smith (pamphlet attached)**

Pathways pamphlets are available for pick-up on your way out.

Date: May 25 at Seaway Mall 1 pm to 7 pm

Access to families & community members. I can forward more information if you are

interested in attending or being a vendor. We have so many families who attend this event. It is one stop shopping. So many are not aware of resources available. Hope to see a lot of you there. (pamphlet attached)

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

No update

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

This year CLWP is celebrating 50 year of support for people with disabilities. There are several plans in the works for celebrations in the spring or fall. There are many artifacts that have been collected over the 1/2 century that we would like to display for community members to see the progression over time. It is hoped these events will take place in May to coincide with Community Living Month. More information to come.

**E. STUDENT REPORT** - Student Senate Representative – Mackenzie (poster attached)

**Time to Shine** - Teachers had concerns about weather and some room issues at St Paul. The date of the Time to Shine Formal had to be moved from January 24<sup>th</sup>, 2023 to April 18<sup>th</sup>, 2023.

This was due to the heat being broken in the Saint Paul's Special Ed Class and students being unable to access the sensory room or changing tables. Teachers will be updated of the change of date. The posters for the formal have been finalized and will be shared with the group.

**F. STAFF REPORTS**

**Secondary Principal** – Adele

Students with special needs were in the building over the exams as programming continued for them. We are all looking forward to a semester 2 start.

**Elementary Principal** – Susy

Kids Helping Kids for 2 weeks. Schools are busy planning fun filled activities for our students. School Calendars – crazy hair, crazy funky socks, PJ day, Western Days, Dance a thon, etc...Some schools inviting the Children's Centre to come in and speak to them.

**Student Support Department** – Anthony

**OAP (Ontario Autism Program):** Information was shared with families at the Transition to School event hosted by the Niagara Children's Centre (NCC) in January. Information about the OAP was distributed to Principals to share with families about accessing the OAP from our ABA (Applied Behaviour Analysis) Team.

**Entry to School:** Information sharing for kindergarten students is in process in collaboration with all our community organizations to inform Student Support Coordinators and Student Support Teams about our new kindergarten students joining us in September 2023.

**Lexia - Phase 2 Elementary:** The Program Resource Teacher Team is in the process of meeting with Elementary School Staff to review student progress. Three additional licenses are being assigned to Elementary Schools further increasing access to the Lexia ("Lexia® Core5® Reading is an adaptive blended learning program that **accelerates the**

**development of literacy skills** for students of all abilities, helping them make that critical shift from learning to read to reading to learn").

**Lexia - Phase 1 Secondary Roll Out:** Meetings have been held with all the high schools; license distribution numbers have been communicated. Implementation models will vary based on site and currently in process to begin for Semester 2 (Feb).

**Down Syndrome Group with Linda Moroz (Bethesda: Behaviour Therapist):**

Bethesda/Linda is offering a 4-week session for parents of children with Down Syndrome ranging in ages 2 – 12 beginning in February. Area Student Support Facilitator's will identify schools with students meeting this criterion. Principals of identified schools will be able to invite parents to participate.

**"I Am a Child of God"** - The Behaviour Resource Teacher Team is proud to indicate that they are continuing to deliver their Social-Emotional Learning framework presentations entitled "I Am A Child of God" to several grades and classrooms this year. We are proud to note that over 100 classrooms have already benefitted from accessing this program that is supported by years of research-based work in the framework of self-regulation tools for students.

**Special Education Plan Update:** We are at the time of year when the department will review and update the Special Education Plan for 2022-23, which includes engaging with SEAC for feedback and a recommendation for Trustees to accept and endorse the plan prior to the close of the school year. Jim Di Gioia will share details about the Plan, the legislation around it, and review the changes for this year at an upcoming SEAC. Members can view the current plan on the board website, [linked here](#).

**Superintendent Pizzoferrato** – I am pleased to welcome Babette Bailey & Kelly Keighan, new members to SEAC from Student Support. Welcome.

I had an opportunity today to visit Niagara Children's Centre (NCC) with Jim Di Gioia. We are embarking on a new partnership with NCC with a committed OT providing support on site at the school. We are excited to be part of the roll-out. The school is being identified. Any partnership with Niagara Children's Centre would be a fruitful one. We are hopeful for an April start at the latest.

**All Access Event - Tuesday, April 18, 2023:** Holiday Inn, Ontario Street St. Catharines. Intent of the day and more details are forthcoming. We are planning for student representation from all of our schools. An opportunity to be part of a series of experiences so they understand what it feels like to have challenges. Each committee member is contributing. The evening experience is to provide families/parents the same opportunity as the students do during the day. We expect approximately 300 students to be involved.

**G. TRUSTEE REPORTS – Trustee Joyner/Trustee Marino**

**Trustee Joyner** – At the Board meeting last night, we talked about Director’s annual report 2022. Could Superintendent Pizzoferrato get a copy for everyone on SEAC? There is also a video to go along with report. It was very well done and truly represents Catholic Education at Niagara. Can the video be shared at March SEAC meeting?

**Trustee Marino** – I would like to put in a plug for the Niagara Foundation for Catholic Education’s annual gala with honorary guest Bishop Gerard Bergie scheduled for Friday, March 3 at Club Roma. The annual fundraiser in support of the foundation’s outreach program in support of students in need and scholarships brings together a cross section of the Niagara Region including members of the clergy, politicians, parents, students community group and business representatives. There is pre dinner wine tasting, a delicious pre dinner anti pasta assortment and then outstanding cuisine that Club Roma is well known for.

Throughout the evening, students from Notre Dame Secondary School will be offering musical presentations. Those who attend not only enjoy fine food and fellowship but also leave with a good feeling knowing that they are supporting a good cause. There are flyers with ticket purchase information available on the nearby table, please pick one up and your consideration would be greatly appreciated.

Last evening at the Committee of the Whole board meeting, we received Director of Education Camillo Cipriano’s Annual report for year 2022.

It contains a wealth of information on a multitude of successful accomplishments and good news stories generated as a result of networking with individuals, community groups and organizations by Board senior staff, principals, teachers, supportive school staff, students, parents and families.

In striving for such success, involvement and support by community partners such as you who are seated around this table, is essential and appreciated. Putting the report together was a team effort, it’s very well done, it’s an easy read and I am sure you will find the information relevant to a number of interests we all share as members of SEAC. You can check it out on the Niagara Catholic District School Board website.

**H. NCPIC REPORT – Read by Superintendent Pizzoferrato**

At the January 12, 2023 NCPIC Meeting

1. K-12 Consultants: Andrea Stranges and Mary Vetere provided a Decodable Books presentation. The presentation was very informative and well-received.
2. Proposals for parent engagement events were put forward for consideration. Further discussion will take place at the subcommittee meeting.

3. Ian Woods, Niagara Catholic OAPCE Regional Director shared updates on OAPCE year-end reports. There will be a virtual OAPCE meeting on February 8, 2023. You can register for the meeting through the OAPCE site.
4. The NCPIC Meeting of May 4, will be rescheduled to Thursday, May 11, 2023 at 6:30 p.m. at the Catholic Education Centre due to the Blessing of Our Lady of the Holy Rosary Catholic Elementary School in Thorold.
5. The Ministry of Education continues to host virtual engagement series with PICs and Board Leads to share local challenges, successes, and promising practices to support parent engagement in their children's schools and in their learning. Government of Ontario priorities/programs have also been shared during these sessions and participants are invited to provide feedback. The Ministry Summary-November 2022 Meeting with PICs and Board Leads has been posted on the Board website under the NCPIC portal for parents/guardians.
6. NCPIC members were invited to provide feedback on the Draft 2023-2024 School Year Elementary and Secondary Calendars no later than February 1, 2023 to [andrea.towne@ncdsb.com](mailto:andrea.towne@ncdsb.com) for consideration by the School Year Calendar Committee.
7. The Niagara Foundation for Catholic Education Annual Benefit Gala with honorary guest Most Reverend Gerard Bergie, D.D., Bishop of St. Catharines will take place on Friday, March 3, 2023 at Club Roma Event and Conference Centre at 6:00 p.m. Proceeds from the Gala will continue to support student scholarships and students in need. NCPIC members were encouraged to attend the Gala. Tickets are available until February 23, 2023.

**I. NOTICES OF MOTION**

None

**J. INFORMATION ITEMS**

None

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

**L. NEXT MEETING**

Wednesday, March 1, 2023 at 6:30 pm in person

**M. ADJOURNMENT** 8:05 pm

**Motion to Adjourn:** R. Smith

**Seconded:** E. Glencross

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
MARCH 28, 2023**

***PUBLIC SESSION***

**TITLE: MINUTES OF THE NIAGARA CATHOLIC PARENT  
INVOLVEMENT COMMITTEE (NCPIC) MEETING OF  
JANUARY 12, 2023**

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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 January 12, 2023 as presented for information.





NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

## MINUTES OF THE NIAGARA CATHOLIC PARENT INVOLVEMENT COMMITTEE MEETING

**JANUARY 12, 2023**

Minutes of the Meeting of the Niagara Catholic Parent Involvement Committee, held on Thursday, January 12, 2023 at 6:30 p.m. held virtually and in-person in the Father Kenneth Burns csc Board Room, at the Catholic Education Centre, 427 Rice Road, Welland, ON.

Co-Chair Annen 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.

#### 2. *Roll Call:*

Parent Members	Geographical Area	Present In-person	Present Electronically	Excused	Absent
Lindsey Spanik	Grimsby/Lincoln/West Lincoln				√
Alexandria Attree	Merritton/Thorold	√			
Ian Woods	Merritton/Thorold	√		Joined at 6:49p.m.	
Julie Bateman	Niagara Falls	√			
Marilyn Fabiano	Niagara Falls		√	Joined the meeting at 7:07pm	
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	√			
Melanie Oakes-Flegg	Welland/Pelham	√			
Carrie Vernelli	Welland/Pelham		√	Joined the meeting at 7:07pm	
Fr. Paul MacNeil	Bishop/Diocesan Representative	√			
Ava Venzon	Secondary Student Senate Representative	√			
<b>Trustees</b>					
Natalia Benoit	Trustee	√			
Joe Bruzzese	Trustee	√			

The following staff attended:

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

Regrets Received: Camillo Cipriano and Kevin Timmins

**3. 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 January 12, 2023 as presented.

**CARRIED**

**4. Declaration of Conflict of Interest**

No conflict of interested was disclosed.

**5. Approval of the Niagara Catholic Parent Involvement Committee Meeting Minutes of November 3, 2022**

Moved by: Trustee Benoit

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

**CARRIED**

**B. PRESENTATION**

Decodable Books-K-12 Consultants: Andrea Stranges and Mary Vetere  
Superintendent Forsyth-Sells welcomed and introduced Superintendent of Education, Kim Kinney responsible for Program and Innovation. Superintendent Kinney provided a brief overview of the new approach to structured literacy based on the science of reading before introducing presenters Andrea Stranges and Mary Vetere, K-12 Consultants.

Mary shared that as a result of the Ontario Human Rights Commission *Right to Read* report issued in February 2021, the Ministry of Education will be making changes to the Ontario Language and English Language Curriculum (September 2023) to support literacy for all students.

In alignment with the Multi-Year Strategic Plan, Niagara Catholic will focus on literacy (K-2) through evidence-based cognitive neuroscience of teaching and learning. Andrea presented on the importance of decodable text and books as a tool/resource to support structured literacy, cognitive recognition, and build vocabulary and confidence in student reading. A variety of fiction and non-fiction decodable books were distributed for review.

Mary shared that leveled reading books will eventually be replaced by decodable books. Instead of identifying what level your child can read, the focus will be on what can my child do? what can they read? and, how do they read? Bookmarks created by Kim Lockhart, were also provided to support parents to recognize the skills required for their children to read and write. Mary suggested and encouraged that all parents listen to the podcast series “Sold a Story” by Emily Hanford, as it will change your perspective and how you think about things. A question and answer period followed the presentation.

**C. SUBCOMMITTEE REPORTS**

1. Faith Formation

- No report.

## 2. Goals/Parent Engagement Events

Proposals for parent engagement events were put forward for consideration:

1. Literacy Family Night-the Literacy Family Night will be similar to the Math Family Game Night in the 2021-2022 school year. This event would host two guest speakers, Kim Lockhart (French Immersion) and Kate Winn to address the importance of early reading and the changes that will be seen in our classrooms to support student literacy and provide strategies for parents to support their children with reading at home. Participants will be provided with family engaging games and resources to support student learning at home.
2. Equity, Diversity and Inclusion Workshops by Family of Schools.
3. Board wide convention with various guest speakers and workshops for parents to choose from i.e., literacy, numeracy, equity, diversity and inclusion, Pro Life, technology etc.

Co-Chair Annen requested that all members send an email to both Co-Chairs with their intent to participate on the Faith Formation and/or Goals/Parent Engagement Events no later than January 16, 2023. Once the subcommittees are formed, meetings will be scheduled to further discuss Faith Formation and Parent Engagement options.

## D. POLICY

Co-Chair Annen reported that the Accommodation Review Policy (701.2) is currently being vetted:

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 Tuesday, January 31, 2023.
2. Feedback being submitted as an individual, is to be sent directly to Anna Pisano no later than 12:00 p.m. on Wednesday, February 1, 2023.

## E. CO-CHAIR REPORTS-*Brenda Annen and Carrie Vernelli*

- No report.

## F. OAPCE REPORT-*Ian Woods*

Ian Woods thanked the NCPIC members for their support and faith in him to explore the role of the Niagara Catholic OAPCE Regional Director. Ian shared that this role has brought forth numerous connections and a committed level of service that he has not experienced before.

Ian also provided the following OAPCE updates on their year-end reports:

### Feb 2020 - Jan 2021

1. OAPCE increased their advocacy for parent involvement to the Ministry of Education (MOE), and specifically to the Minister of Education.
2. Hosted multiple virtual events with great attendance and success.
3. Provided direct support to parents with the Return to School plan, by facilitating a town hall meeting in Toronto with 1000+ in attendance.
4. Organized and hosted Webinars. *Visit the [oapce.org](http://oapce.org) website for current webinar offers.*

5. New Strategic plan created to ensure positive governance, structure and policies was implemented.

#### Feb 2021 – Jan 2022

1. New executive roles created to foster new growth and add additional accountability.
2. Increased organization of IT services which allowed bigger presence through Zoom meetings, Webinars and our Website.
3. Website changes implemented. New resource pages added (Prayer, speakers etc.).
4. OAPCE Resource Tool Kit mailed out across the province. Tool kit included books, info pamphlets, OAPCE swag and OAPCE info brochures.
5. Attended Partner meetings (ICE, CEFO etc.) to ensure the parent voice was paramount in all discussions surrounding school closures and reopening.
6. Established *Parents 4 Press* to provide direct information. Still in continued use and provided with a simple email signup. Visit [oapce.org](http://oapce.org) for more details.

#### **Current:**

OAPCE continues to provide parents with information and a voice at the table when it comes to their children's education and by providing our webinars – Catholic Virtual Ontario parent webinar was posted on November 26, 2022, is also available on [oapce.org](http://oapce.org) and YouTube. OAPCE continues to grow and strengthen the connection between our Parents, Schools and Parishes. We have all come together to reconnect and reengage in the education of the next generation.

As the Niagara Catholic OAPCE Regional Director Ian stated the he will share OAPCE updates as they become available. There will be new Social media pages created, which will be provided as they go live on Instagram, Facebook as well as LinkedIn. Ian stated that he will also share information from the MOE to keep parents informed and have access to all available resources.

#### Updates:

1. First Regional OAPCE Meeting on January 25<sup>th</sup> – Location and Time TBD
2. Most Reverend Bishop Yvan Mathieu accepted the OAPCE Bishop Liaison position.
3. OAPCE volunteered to organize the 2023 ICE symposium and will be available at the registration table and throughout the venue for information and location details. Further details will be available on the [ICE website](#).
4. Details for the 2023 Conference held in Kingston, ON will be shared as they become available.
5. The OAPCE March Break Movie guide is available on the OAPCE website under Resources: [click here](#)

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

1. NCPIC Meeting of May 4, 2023-Reschedule  
Superintendent Forsyth-Sells requested that the NCPIC Meeting of May 4, 2023 be rescheduled due to the Blessing of Our Lady of the Holy Rosary School with Bishop Bergie. The NCPIC Meeting of May 4, will be rescheduled to Thursday, May 11, 2023 at 6:30 p.m. at the Catholic Education Centre.
2. Ministry Summary-November 2022 Meeting with PICs and Board Leads  
Superintendent Forsyth-Sells reported that the Ministry of Education continues to host virtual engagement series with PICs and Board Leads to share local challenges, successes, and promising practices to support parent engagement in their children's school and in their learning. Government of

Ontario priorities/programs have also been shared during these sessions and participants are invited to provide feedback. The Ministry Summary-November 2022 Meeting with PICs and Board Leads was provided to all members for information and has been posted on the Board website under the NCPIC portal for parents/guardians.

3. 2023-2024 School Year Calendar Consultation Process

Superintendent Forsyth-Sells reported that as part of the consultation process, stakeholders are invited to provide feedback on the Draft 2023-2024 School Year Elementary and Secondary Calendars. Superintendent Forsyth-Sells reviewed the draft calendars and stated that the calendars are drafted in consultation with the District School Board of Niagara and Niagara Student Transportation Services. NCPIC members were provided with the draft 2023-2024 School Year Calendars and feedback template. Feedback is due no later than February 1, 2023 to [andrea.towne@ncdsb.com](mailto:andrea.towne@ncdsb.com) for consideration by the School Year Calendar Committee.

4. NCPIC Financial Report

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

***Niagara Foundation for Catholic Education Annual Benefit Gala***

Superintendent Forsyth-Sells shared that the Niagara Foundation for Catholic Education Annual Benefit Gala with honorary guest Most Reverend Gerard Bergie, D.D., Bishop of St. Catharines will take place on Friday, March 3, 2023 at Club Roma Event and Conference Centre at 6:00 p.m. Proceeds from the Gala will continue to support student scholarships and students in need. NCPIC members were encouraged to attend the Gala. Tickets are available until February 23, 2023.

## **H. SEAC REPORT**

- SEAC welcomed new Trustees, Trustee Doug Joynar and Trustee Jim Marino to the committee.
- People Helping People Achieve presented in November 2022 – they are a group of self-advocates with intellectual disabilities who are working together to weave themselves into the fabric of the community. They have been active for 22 years.
- SEAC has developed a pamphlet explaining the purpose and composition of our committee which will be distributed to our schools.
- Learning Centres of Excellence Program (LCE Program) provides students in grades 5 through 8 with a low ratio classroom environment that concurrently supports developing learning and social skills as part of a safe, inclusive and responsive school community. The Individual Education Plan (IEP) will continue to address student’s modifications, accommodations and learning goals.
- Lexia Professional Learning Centres took place in November to support staff with implementation. Professional Development consisted of refresher sessions and staff that are new to the program.
- Empower Training 3 was provided for new staff from Sick Kids Hospital.

- Coordinators participated in Transition to School Parent Information Sessions with the Niagara Childcare Centre to support students and families who are transitioning to year 1 Kindergarten for September 2023.
- Our first school year Gifted Module was offered to students identified as gifted. During this module, students took an introspective look into the artist Norval Morrisseau, also known as Cooper Thunder Bird. He was an Indigenous Canadian artist who significantly impacted the culture and influence of art design in his images, colours and overall presentation. Students had an opportunity to create their own piece in the style of Morrisseau.
- SNAP (Supporting Neurodiversity through Adaptive Programming) sessions were 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.

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

As a result of the synod listening sessions that took place last winter and spring the diocese heard a number of priorities that need to be addressed if we are to move forward as a diocese in a healthy way. They include the following, specifically:

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

In response to the above, the diocese has identified 3 areas of focus: Leadership, Communication and Prayer. Here is an update on our progress so far:

- **Leadership:** Last November all of the clergy met for our annual study days to discuss the implementation of parish pastoral councils. The bishop expects every parish to have one in place by Pentecost. To assist us with this task, we have contracted with Ron Huntley, a parish leadership consultant who leads our study days. He is currently making a series of videos tailored specifically for our diocese to help our pastors implement the parish councils. The bishop is also mandating a diocesan lay council to help guide the diocese in its decision making and its programming.
- **Communication:** We will be meeting with representatives from a communication company called Flocknote to see about using this platform at the diocesan level to improve communication among our parishes and at the diocesan level. It is a platform similar to Mailchimp only specifically designed for parish churches. I have used Flocknote with great success at the parish level both at Our Lady of the Scapular and St. Alexander.

- The Vineyard, our diocesan newspaper, has transitioned to an electronic format, which can be accessed through the diocesan website here: <http://www.saintcd.com/diocesan-directory/the-vineyard>

**J. STUDENT SENATE REPORT-Ava Venzon**

Ava shared that:

- Student Senate will be hosting a dance for the special education students across all Niagara Catholic secondary schools. With the support of SEAC, the ‘Niagara Catholic Ties and Shine’ formal event will be held on February 24, 2023 from 10:00 a.m. - 1:15p.m., at Saint Paul Catholic High School. Crafts and activities will be supported by student senators, and personalized trophies are being created for students. Student Senate expects approximately 150 students and 100 support staff to in attendance. All necessary accommodations are being provided to ensure the event runs as smoothly as possible. Senate students are very excited for this event, and would like a similar one to continue annually post-pandemic.

**K. STAFF REPORTS-Joe Tornabuono**

Elementary Principal, Tornabuono provided elementary school updates for information.

- During January Niagara Catholic elementary schools will begin preparing for Kindergarten Open House and Registration. Kindergarten Registration is a very important component of Catholic Education as it the entry point for hopefully 14 years of Catholic Education. Each elementary school will create a video and post it on their school website that provides families with more information about the kindergarten program as well as the registration process.
- Elementary schools will be working with their local Catholic secondary schools to support student transitions from elementary to secondary school. Secondary School Student Services Department have visited the grade 8 classes to review grade 9 course selections, the Ontario Secondary School Diploma (OSSD) requirements and answer any questions.
- On Monday, January 16, On-line Registration for French Immersion opens. This program is designed specifically for students whose first language is not French. French Immersion in the Niagara Catholic District School Board is an optional program. All French Immersion Catholic Elementary Schools will accept registrations for Grade 1 along with Kindergarten.
- In addition, during January elementary schools will be promoting and recognizing Family Literacy Day on January 27. The purpose of Family Literacy Day is to raise awareness about the importance of reading and engaging in other literacy-related activities as a family. Taking time every day to read or do a learning activity with children is crucial to a child’s development and improving a child’s literacy skills. The Theme for Family Literacy Day 2023 is Celebrate your Heritage. Children love the feeling of closeness when a parent, grandparent or other caregiver reads to them. When children find out that reading with a loving adult can be a warm, happy experience, they begin to build a love of reading that will last a lifetime. Reading together not only nurtures positive relationships, it also helps children learn specific things about books and words. Things like-how to hold a book, the proper direction flow, how to turn pages one at a time, and that both words and pictures help to tell the story.
- Bell’s Let’s Talk Day will take place on January 25, 2023 to bring awareness of good mental health and well-being for our students, staff and parents.

- February marks the end of Term One for staff and students. This is an ideal time for students to pause and reflect on their effort and achievement. While looking back, students can celebrate successes and consider ways to build upon them....going from good to great and then excellent to extraordinary.
- During the week of Feb 13, all elementary students will receive their Term I Ontario Provincial Report Card. If parents would like to discuss their child's strengths and next steps, please contact the classroom teacher.
- In extracurricular news, during January most elementary schools will create Intermediate Basketball teams and compete in a few friendly games against other schools from their area.
- Finally, on behalf of all of our Principals, Vice Principals, teachers and support staff we want to thank you for your ongoing support of Catholic Education in Niagara Catholic.

**L. TRUSTEE REPORTS-***Natalia Benoit and Joe Bruzzese*

Trustee Bruzzese reported that Danny Di Lorenzo was elected as the Chair and Rhianon Burkholder was declared as the Vice-Chair of the Board.

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

Co-Chair Annen addressed a concern that inappropriate content was accessible on the NCVLE through a third party link to students. Superintendent Forsyth-Sells stated that this was new information. Trustee Bruzzese requested that Superintendent Forsyth-Sells further investigate the concern and provide an update.

By consensus the meeting of the Niagara Catholic Parent Involvement Committee was extended as per the By-Laws to a longer meeting of no more than 30 minutes beyond the two hour limit to discuss new business/agenda times.

**N. NEXT MEETING:** Thursday, March 2, 2023 at 6:30 p.m. at the Catholic Education Centre.

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

**P. ADJOURNMENT**

Moved by: Trustee Bruzzese

**THAT** the January 12, 2023 meeting of the Niagara Catholic Parent Involvement Committee be adjourned.

**CARRIED**

This meeting was adjourned at 8:58 p.m.

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