



MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

TUESDAY, APRIL 11, 2023

Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, April 11, 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 Chair Di Lorenzo for Vice-Chair Burkholder.

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayer was led by Trustee Di Lorenzo

2. Roll Call

Chair Di Lorenzo noted that Trustee Burkholder 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	✓			
Student Trustees				
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 Turner

THAT the Committee of the Whole approve the Agenda of the Committee of the Whole Meeting of April 11, 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 March 7, 2023

Moved by Trustee Marino

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of March 7, 2023, as presented.

CARRIED

6. Consent Agenda Items

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

6.1 Extended Overnight Field Trip, Excursion and Exchange Committee

Moved to Section D3.1

6.2 Staff Development Department Professional Development Opportunities

Presented for information.

6.3 Capital Projects Progress Report Update

Presented for information.

Moved by Trustee Huibers

THAT the Committee of the Whole adopt consent agenda items.

CARRIED

B. PRESENTATIONS

Nil

C. GOVERNANCE POLICIES

1. Governance Policies for Recommendation to the Board

1.1. Electronic Communications Systems (Employees) Policy (201.12)

Giancarlo Vetrone, Superintendent of Business & Financial Services presented feedback received from the vetting process and highlighted recommended amendments to the Electronic Communications Systems (Employees) Policy (201.12), following the vetting process.

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

- No amendment

Moved by Trustee Joyner

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Electronic Communications Systems (Employees) Policy (201.12), as presented.

APPROVED

1.2. Trustee Code of Conduct Policy (100.12)

Director Cipriano presented feedback received from the vetting process and highlighted recommended amendments to the Trustee Code of Conduct Policy (100.12), following the vetting process.

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

- Page 2, 1st and 2nd Paragraph – Change “*will*” to “*may*” in first sentence and move last sentence up.

Moved by Trustee Huibers

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Trustee Code of Conduct Policy (100.12), as amended.

APPROVED

2. Governance Policies Prior to Vetting

2.1. Employee Workplace Harassment Policy (201.7)

Julia Tiessen, Executive Officer of Human Resources, presented the Employee Workplace Harassment Policy (201.7).

The Committee of the Whole suggested the following amendments:

- No amendment

The Committee of the Whole requested that the Employee Workplace Harassment Policy (201.7), be vetted from April 12, 2023 to May 24, 2023 with a recommended deadline for presentation to the Committee of the Whole in June, for consideration to the Board in June.

2.2. Employee Workplace Violence Policy (201.11)

Executive Officer Tiessen, presented the Employee Workplace Violence Policy (201.11).

The Committee of the Whole suggested the following amendments:

- No amendment

The Committee of the Whole requested that the Employee Workplace Violence Policy (201.11), be vetted from April 12, 2023 to May 24, 2023 with a recommended deadline for presentation to the Committee of the Whole in June, for consideration to the Board in June.

2.3. Occupational Health and Safety Policy (201.6)

Executive Officer Tiessen, presented the Occupational Health and Safety Policy (201.6).

The Committee of the Whole suggested the following amendments:

- No amendment

The Committee of the Whole requested that the Occupational Health and Safety Policy (201.6), be vetted from April 12, 2023 to May 24, 2023 with a recommended deadline for presentation to the Committee of the Whole in June, for consideration to the Board in June.

3. Governance Policy Review Schedule

Director Cipriano presented the Governance Policy Review Schedule.

D. COMMITTEE AND STAFF REPORTS

1. Leadership Pathway Program

Pat Rocca, Superintendent of Education provided background information on the Leadership Pathway Program and introduced Chris Zanuttini, Principal of Our Lady of the Holy Rosary, Anthony Corapi, Coordinator of Staff Wellness, Jennifer DeCoff, Principal of St. Mark Elementary, Dan Trainor, Principal of St. Theresa Elementary, Adele Felice, Principal of Holy Cross Secondary, Lisa Incaviglia, Principal Canadian Martyrs Elementary and Chris Moscato, Principal of Alexander Kuska Elementary.

Principal Zanuttini and Mr. Corapi presented the Aspiring Leaders Program. Principals DeCoff and Trainor presented the Ontario Leadership Framework Principals Qualification Program. Principal Felice presented the Vice Principal Pool Special Education for Administrators Additional Qualifications Program. Principals Incaviglia and Moscato presented the Vice Principal Mentorship Program and Superintendent Rocca presented the Principal Mentorship Program.

Questions of Trustees were answered.

2. **The Student Success Multi Year Strategic Planning Report Back**

Kim Kinney, Superintendent of Education provided background information on Student Success Multi Year Strategic Plan and introduced Pat Mete, Student Success Coordinator and Consultants Ivana Galante, Anthony Corrizzato and Tino Nuccitelli.

Mr. Mete, Ms. Galante, Mr. Corrizzato and Mr. Nuccitelli presented the Student Success Multi Year Strategic Planning Report Back for Trustee information.

Questions of Trustees were answered.

The following motion was brought forward;

Moved by Trustee Di Lorenzo

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board formulate a letter to the Ministry regarding investing and promoting in Trades and Technology with a draft brought to the April Board meeting for approval.

CARRIED

3. **Consent Agenda Item A6.1**

3.1 **Extended Overnight Field Trip, Excursion and Exchange Committee**

Kim Kinney, Superintendent of Education answered questions of Trustees.

Moved by Trustee Huibers

THAT the Committee of the Whole meeting be extended.

CARRIED

4. **Monthly Updates**

4.1 **Student Trustees' Update**

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

4.2 **Senior Staff Good News Update**

Senior Staff highlights included:

Superintendent Forsyth-Sells

- A parent at St. Michael Catholic Elementary School in Niagara-on-the-Lake entered the Move 105.7 *Salute Your School Contest* nominating the grade 2 teacher with the following submission, "My daughter is in Mr. Lingerfelt's class this year and absolutely loves her teacher. He has been amazing with communicating with us about how our daughter is doing in class and just what the class has been up to in general every day. He is very outgoing and seems to love what he does and his students!" On March 22, 2023 a representative from Move 105.7 provided a pizza lunch for all students in the Grade 2 class and pictures were taken for their Facebook page.

Superintendent Kinney

- On April 5th the 60th Niagara Regional Science and Engineering Fair Ceremonies and Awards took place with great representation from Niagara Catholic Elementary and

Secondary Schools. A total of 22 elementary students were recognized, and two secondary students.

Superintendent Rocca

- Indigenous Youth Skill Trade Symposium was a great success due to community collaborations and community commitment.

E. INFORMATION

1. Trustee Information

1.1 Celebrating Excellence – May 2, 2023 – Brock University

1.2 Our Lady of the Holy Rosary Catholic Elementary School Official Blessing – May 4, 2023

Director Cipriano highlighted the Celebrating Excellence and the Official Blessing of Our Lady of the Holy Rosary Catholic Elementary School.

Trustees were asked to confirm their attendance with Anna Pisano.

1.3 Durham Catholic District School Board Letter

Director Cipriano highlighted the information contained in the letter from the Durham Catholic District School Board.

Following discussions it was agreed that each Trustee donate \$25.00 towards the purchase of items to fill the backpack and that Chair Di Lorenzo will deliver the backpack at the OCSTA AGM.

F. OTHER BUSINESS

1. General Discussion to Plan for Future Action

Nil

G. BUSINESS IN CAMERA

Nil

H. REPORT ON THE IN-CAMERA SESSION

Nil

I. ADJOURNMENT

Moved by Trustee Joyner

THAT the April 11, 2023 Committee of the Whole Meeting be adjourned.

CARRIED

This meeting was adjourned at 9:40 p.m.

Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **April 11, 2023.**

Approved on **May 9, 2023.**

Rhianon Burkholder
Vice-Chair of the Board

Camillo Cipriano
Director of Education/Secretary -Treasurer