

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
JUNE 20, 2023**

***PUBLIC SESSION***

**TOPIC: UNAPPROVED MINUTES OF THE COMMITTEE OF THE  
WHOLE MEETING OF JUNE 6, 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 June 6, 2023, as presented.

The following recommendations are being presented for the Board's consideration from the Committee of the Whole Meeting of June 6, 2023:

***7.1.1 Employee Workplace Harassment Policy (201.7)***

**THAT** the Niagara Catholic District School Board approve the Employee Workplace Harassment Policy (201.7), as presented.

***7.1.2 Employee Workplace Violence Policy (201.11)***

**THAT** the Niagara Catholic District School Board approve the Employee Workplace Violence Policy (201.11), as presented.

***7.1.3 Occupational Health and Safety Policy (201.6)***

**THAT** the Niagara Catholic District School Board approve the Occupational Health and Safety Policy (201.6), as presented.

**7.1.4 Larkin Estate University/College Admission Awards**

**THAT** the Niagara Catholic District School Board approve the payment of \$5400.00 for the Larkin Estate University/College Admission Awards for eligible students, as presented.

**7.1.5 Attendance Area Review – Blessed Trinity Catholic Secondary School and Secondary Family of Schools**

**THAT** the Niagara Catholic District School Board approve the commencement of the Attendance Area Ad Hoc Committee for the Blessed Trinity Catholic Elementary and Secondary Family of Schools in September 2023. The Ad Hoc Committee will include the establishment of an attendance boundary for the New Beamsville Catholic Elementary School, as well as an attendance area review of the existing Our Lady of Fatima Catholic Elementary School (Grimsby), St. Joseph Catholic Elementary School (Grimsby), St. Edward Catholic Elementary School, St. John Catholic Elementary School, St. Mark Catholic Elementary School, and St. Martin Catholic Elementary School in accordance with the Attendance Area Policy (301.3) and submit recommendations and/or provide a committee update to the January 16, 2024.

**THAT** the Niagara Catholic District School Board approve the following Terms of Reference for the Blessed Trinity Catholic Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee:

Establishment of the attendance area for the New Beamsville Catholic Elementary School (located on Greenlane Road, east of Ontario Street); and review and recommend modified attendance area boundaries for Our Lady of Fatima Catholic Elementary School (Grimsby), St. Joseph Catholic Elementary School (Grimsby), St. Edward Catholic Elementary School, St. John Catholic Elementary School, St. Mark Catholic Elementary School, and St. Martin Catholic Elementary School, within the Blessed Trinity Catholic Secondary School – Family of Schools.

Align student enrolment across the Blessed Trinity Catholic Elementary Family of Schools in order to alleviate enrolment pressure.

**7.1.6 2023-2024 Original Estimates**

**THAT** the Niagara Catholic District School Board approve the Report on the 2023-2024 Original Estimates, as presented.



## MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

### TUESDAY, JUNE 6, 2023

Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, June 6, 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 Di Lorenzo.

2. Roll Call

Vice-Chair Burkholder noted that Trustee's Huibers and Turner 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 June 6, 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 May 9, 2023**

Moved by Trustee Marino

**THAT** the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of May 9, 2023, as presented.

**CARRIED**

6. **Consent Agenda Items**

6.1 **Research Collaborations in the Niagara Catholic District School Board 2022-2023**

Presented for information.

6.2 **Larkin Estate University/College Admission Awards**

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the payment of \$5400.00 for the Larkin Estate University/College Admission Awards for eligible students, as presented.

6.3 **Capital Projects Progress Report Update**

Presented for information.

Moved by Trustee Joyner

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

**CARRIED**

**B. PRESENTATIONS**

1. **New Student Trustee and Co-Chair – Student Senate 2023-2024/2024-2025**

Director Cipriano welcomed back Charlotte Johnstone of Saint Paul Catholic High School and introduced Emilio Geremia of Notre Dame College School. Director Cipriano provided background on and welcomed Emilio as Niagara Catholic District School Board's 2023-2024/2024-2025 Student Trustee.

Emilio Geremia extended his thanks to all those in attendance and expressed his enthusiasm for the opportunity to represent the students of Niagara Catholic.

## **C. GOVERNANCE POLICIES**

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

#### **1.1. Employee Workplace Harassment Policy (201.7)**

Julia Tiessen, Executive Officer of Human Resources presented feedback received from the vetting process and highlighted recommended amendments to the Employee Workplace Harassment Policy (201.7), 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 Employee Workplace Harassment Policy (201.7), as presented.

**APPROVED**

#### **1.2. Employee Workplace Violence Policy (201.11)**

Executive Officer Tiessen presented feedback received from the vetting process and highlighted recommended amendments to the Employee Workplace Violence Policy (201.11), 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 Employee Workplace Violence Policy (201.11), as presented.

**APPROVED**

#### **1.3. Occupational Health and Safety Policy (201.6)**

Executive Officer Tiessen presented feedback received from the vetting process and highlighted recommended amendments to the Occupational Health and Safety Policy (201.6), following the vetting process.

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

- No amendment

Moved by Trustee Benoit

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Occupational Health and Safety Policy (201.6), as presented.

**APPROVED**

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

### **2.1. Board By-Laws Policy (100.1)**

Director Cipriano, presented the Board By-Laws Policy (100.1).

The Committee of the Whole suggested the following amendments:

- Page 9 Section 9 (v) and Page 10 Section 11 – remove “*beginning November 15, 2022*”
- Page 9 Section 11 Paragraph 2 – add “*and Special Board meetings*”
- Page 12 Section 17 – change “6:00” to “12:00”
- Page 16 Section 20 – add “ix. Any decisions of the Chair can be appealed as per Roberts Rules”

Moved by Trustee Bruzzese

**THAT** the committee of the whole accept the above amendments to the Board By-Laws Policy (100.1).

**CARRIED**

The Committee of the Whole requested that the Board By-Laws Policy (100.1), be vetted from June 7, 2023 to September 28, 2023 with a recommended deadline for presentation to the Committee of the Whole in October, for consideration to the Board in October.

### **2.2. Trustee Electronic Meetings (Board and Committees) Policy (100.8)**

Director Cipriano, presented the Trustee Electronic Meetings (Board and Committees) Policy (100.8).

The Committee of the Whole suggested the following amendments:

- Paragraph 3 – add “*and Special Board meetings*”

Moved by Trustee Marino

**THAT** the committee of the whole accept the above amendments to the Trustee Electronic Meetings (Board and Committees) Policy (100.8).

**CARRIED**

The Committee of the Whole requested that the Trustee Electronic Meetings (Board and Committees) Policy (100.8), be vetted from June 7, 2023 to September 28, 2023 with a recommended deadline for presentation to the Committee of the Whole in October, for consideration to the Board in October.

**3. Governance Policy Review Schedule**

Director Cipriano presented the Governance Policy Review Schedule.

**D. COMMITTEE AND STAFF REPORTS**

**1. Committee of the Whole System Priorities 2023-2024 Update**

Director Cipriano presented the 2023-2024 System Priorities update for Trustee information.

Director Cipriano answered questions of Trustees.

**2. Attendance Area Review-Blessed Trinity Catholic Secondary School and Family of Schools**

Clark Euale, Controller of Facilities Services presented the Attendance Area Review for Blessed Trinity Catholic Secondary School and Secondary Family of Schools.

Controller Euale answered questions of Trustees.

Moved by Trustee Joyner

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the commencement of the Attendance Area Ad Hoc Committee for the Blessed Trinity Catholic Elementary and Secondary Family of Schools in September 2023. The Ad Hoc Committee will include the establishment of an attendance boundary for the New Beamsville Catholic Elementary School, as well as an attendance area review of the existing Our Lady of Fatima Catholic Elementary School (Grimsby), St. Joseph Catholic Elementary School (Grimsby), St. Edward Catholic Elementary School, St. John Catholic Elementary School, St. Mark Catholic Elementary School, and St. Martin Catholic Elementary School in accordance with the Attendance Area Policy (301.3) and submit recommendations and/or provide a committee update to the January 16, 2024.

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the following Terms of Reference for the Blessed Trinity Catholic Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee:

Establishment of the attendance area for the New Beamsville Catholic Elementary School (located on Greenlane Road, east of Ontario Street); and review and recommend modified attendance area boundaries for Our Lady of Fatima Catholic Elementary School (Grimsby), St. Joseph Catholic Elementary School (Grimsby), St. Edward Catholic Elementary School, St. John Catholic Elementary School, St. Mark Catholic Elementary School, and St. Martin Catholic Elementary School, within the Blessed Trinity Catholic Secondary School – Family of Schools.

Align student enrolment across the Blessed Trinity Catholic Elementary Family of Schools in order to alleviate enrolment pressure.

**CARRIED**

**3. Original Estimates for the 2023-2024 Annual Budget**

Giancarlo Vetrone, Superintendent of Business & Financial Services presented the Original Estimates for the 2023-2024 Annual Budget.

Superintendent Vetrone answered questions of Trustees.

Moved by Trustee Marino

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Report on the 2023-2024 Original Estimates, as presented.

**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 Kinney**

- Through Ministry Funded Entrepreneurship Education Pilot Project, Emmett Stankus, a grade 10 Notre Dame College School student started Wingspan Metal Customization, and showcased his project at a provincial showcase in May.

###### **Superintendent Zaroda**

- Congratulations to Sara Walsh, Emma Pruyne and Kara van Kralingen students from Lakeshore Catholic who participated at Camp Molly on May 11-14. Camp Molly shows young females aged 15-18 years old that a career in the fire service is a viable and rewarding option.
- We bid farewell to a group of 20 students from San Mateo School in Columbia on Monday, June 5. These students had arrived on May 8 and had the opportunity to spend time at various elementary schools, namely St. John Henry Newman, Our Lady of Mount Carmel, Loretto Catholic, St. James, St. Teresa of Calcutta, St. Michael, and Notre Dame Catholic Elementary Schools.

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

- On June 1, 2023, Niagara Catholic hosted the *Roots of Empathy* Baby Celebration, in collaboration with the Early Childhood Community Development Centre and the District School Board of Niagara. Niagara Catholic has participated in the *Roots of Empathy* program for 20 plus years teaching the virtue of empathy to elementary students.

###### **Controller Euale**

- Niagara Catholic has partnered with the Niagara Regional Police (NRP) Services by providing space within our schools to permit Immediate Rapid Deployment (IRD) active shooter training exercises for their Emergency Task Unit (ETU) throughout the year during school off-hours, evenings, weekends, summer, or holidays, where there are no staff or students present.

## E. INFORMATION

### 1. Trustee Information

- 1.1 Director Cipriano noted that Trustees attending Graduation ceremonies will be acknowledged but due to time restraints will not be asked to speak as previously stated.



- 1.2 Chair Di Lorenzo reminded Trustees of the Special Board meeting scheduled for Wednesday, June 7<sup>th</sup> at 5:00 pm.

## **F. OTHER BUSINESS**

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

- 1.1 Director Cipriano highlighted the invitation to the Niagara Catholic District School Board Retirement and Service Recognition Ceremony on June 15<sup>th</sup> and asked Trustees to confirm their attendance with Anna Pisano.
- 1.2 Director Cipriano informed Trustees that the National and Provincial Medalists presentation normally held at the June Board meeting will take place prior to the meeting at 4:30 and invited Trustees to attend.

## **G. BUSINESS IN CAMERA**

Nil

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

Nil

## **I. ADJOURNMENT**

Moved by Trustee Marino

**THAT** the June 6, 2023 Committee of the Whole Meeting be adjourned.

**CARRIED**

This meeting was adjourned at 8:31 p.m.

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Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **June 6, 2023.**

Approved on **September 13, 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  
JUNE 20, 2023**

***PUBLIC SESSION***

**TITLE: EMPLOYEE WORKPLACE HARASSMENT POLICY (201.7)**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the Employee Workplace Harassment Policy (201.7), as presented

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Prepared by: Julia Tiessen, Executive Officer of Human Resources

Presented by: Julia Tiessen, Executive Officer of Human Resources

Recommended by: Committee of the Whole

Date: June 20, 2023



## **EMPLOYEE WORKPLACE HARASSMENT POLICY**

### STATEMENT OF GOVERNANCE POLICY

In keeping with the Mission, Vision, and Values of the Niagara Catholic District School Board (the “Board”), the Board is committed to providing a safe working environment in which all employees are treated with consideration, dignity, respect, and equity in accordance with the gospel values of Jesus Christ.

The Board will not tolerate discrimination or harassment, including sexual and ethnocultural harassment in any workplace of the Board. Workplace harassment may arise at all Niagara Catholic schools and Board sites, including, but not limited to employees, supervisors, workers and members of the public. This policy applies to all employees and is intended to address workplace harassment from all sources, including employers, supervisors, workers and members of the public.

The Board recognizes Workplace Harassment as;

Engaging in a course of vexatious comments or conduct against a worker in a workplace that is known or ought reasonably to be known as unwelcome, including but not limited to:

- Spreading rumours, gossip and innuendo;
- Offensive or intimidating comments or jokes;
- Bullying or aggressive behavior;
- Social isolation, ostracizing or ignoring a worker;
- Deliberately undermining someone or stopping that person from completing his or her work;
- Belittling a worker about their work, achievements or hobbies;
- Assigning demeaning or insulting work;
- Displaying or circulating offensive pictures or materials;
- Inappropriate staring, spying and stalking;
- Sabotaging or tampering with a worker’s work, equipment or belongings;
- Workplace sexual harassment; and
- Isolating or insulting a worker because of gender identity

A reasonable action taken by an employer or supervisor relating to the management and direction of employees or the workplace is not workplace harassment.

Workplace Harassment includes sexual harassment, defined as;

Engaging in a course of vexatious comment, in any form, or conduct against a worker in a workplace because of, gender, sexual orientation, gender identity or gender expression, where the course of comment or conduct is known or ought reasonably to be known as unwelcome or;

Making a sexual solicitation or advance, in any form, where the person making the solicitation or advance is in a position to confer, grant or deny a benefit of advancement to the worker and the person knows or ought reasonably to know that the solicitation or advance is unwelcome.

Without limiting the foregoing, some examples of workplace sexual harassment include:

- Unwanted sexual attention by a person who knows or ought reasonably to show that such attention is unwanted
- Express or implied promise of reward for complying with sexually-oriented request

- Sexually-oriented behavior or gender-based abusive and unwelcome conduct or comment that has the purpose or effect of creating an intimidating, hostile or offensive environment
- Making sexual jokes or other similarly offensive comments
- Posting or disseminating material, jokes, photographs, videos, or other material of sexual content.

While incidents of sexual harassment are often characterized by an imbalance of power in the workplace, this is not necessarily always the case, with a co-worker and even a manager sometimes being the recipient of workplace harassment.

Workplace Harassment includes ethnocultural harassment, defined as;

One or a series of unwanted, unsolicited remarks, behaviours or communications, in any form, directed toward an individual or members of an identifiable group because of a prohibited ground of discrimination.

Examples of Ethnocultural harassment include, but are not limited to:

- Unwelcome remarks, jokes or innuendos about a person's racial or ethnic origin, color, place of both, citizenship or ancestry
- Displaying racist or derogatory pictures or other offensive material
- Insulting gestures or practical jokes based on racial or ethnic grounds which create awkwardness or embarrassment
- Refusing to work with someone because of their racial or ethnic origin

The Board believes that the eradication of harassment in the school/workplace is the joint obligation of the employer and the employee. Any employee who becomes aware of a harassment situation of any kind has a responsibility to draw appropriate attention to it. Failure to take measures to address harassment in the workplace has legal implications for the employer under the Ontario Human Rights Code.

When a harassment complaint arises, the Board may decide to achieve resolution through a formal or informal process. Information gathered during this process will be confidential and will not be disclosed except to the extent necessary to protect fellow employees, to investigate, to take corrective action or as otherwise required by law.

The Board will deal with all claims in a fair and timely manner, respecting the dignity, and privacy of all parties concerned as much as possible. Each party involved has equal rights at all steps throughout the process. This policy prohibits reprisals against individuals acting in good faith who report incidents of workplace harassment or act as witnesses. The Board will take all reasonable and practical measures to prevent reprisals, threats of reprisals, or further harassment. Reprisal is defined as any act of retaliation, either direct or indirect.

The Board will review this policy on an annual basis, and will post this policy in the workplace along with any applicable procedures and/or related programs.

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

**References:**

- [\*Municipal Freedom of Information and Protection of Privacy Act\*](#)
- [\*Occupational Health & Safety Act \(December 2009\) Bill 13\*](#)
- [\*Bill 132: Sexual Violence and Harassment Action Plan Act\*](#)
- [\*Ontario Human Rights Code 1990\*](#)
- [\*Teaching Profession Act\*](#)
- [\*Human Rights Legal Support Centre\*](#)

- [\*Employee Assistance Program\*](#)
- *Niagara Catholic District School Board Policies/Procedures*
  - [\*Access to Board Premises AOP \(302.6.3\)\*](#)
  - [\*Code of Conduct Policy \(302.6.2\)\*](#)
  - [\*Complaint Resolution Policy \(800.3\)\*](#)
  - [\*Employee Code of Conduct and Ethics Policy \(201.17\)\*](#)
  - [\*Employee Workplace Violence Policy \(201.11\)\*](#)
  - [\*Privacy Policy \(600.6\)\*](#)
  - [\*Records and Information Management Policy \(600.2\)\*](#)
  - [\*Trustee Code of Conduct Policy \(100.12\)\*](#)
  - [\*Protocol Between Niagara Region Police Service and the Niagara Catholic District School Board\*](#)

|                          |  |
|--------------------------|--|
| <b>Adopted Date:</b>     | March 26, 2002   |
| <b>Revision History:</b> | February 23, 2010<br>February 28, 2012<br>November 26, 2013<br>February 24, 2015<br>June 21, 2016<br>May 23, 2017<br>November 27, 2018<br>July 10, 2019<br>October 22, 2019<br>April 27, 2021<br>February 9, 2022<br>June 22, 2022<br>May 29, 2023 |

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
JUNE 20, 2023**

***PUBLIC SESSION***

**TITLE: EMPLOYEE WORKPLACE VIOLENCE POLICY (201.11)**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the Employee Workplace Violence Policy (201.11), as presented

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Prepared by: Julia Tiessen, Executive Officer of Human Resources

Presented by: Julia Tiessen, Executive Officer of Human Resources

Recommended by: Committee of the Whole

Date: June 20, 2023



Niagara Catholic District School Board  
**EMPLOYEE WORKPLACE VIOLENCE POLICY**  
STATEMENT OF GOVERNANCE POLICY

200 – Human Resources

Policy No 201.11

Adopted Date: March 26, 2002

Latest Reviewed/Revised Date: May 29, 2023

In keeping with the Mission, Vision, and Values of the Niagara Catholic District School Board, the Board is committed to providing a safe and healthy working environment in which all employees are treated with consideration, dignity, respect, and equity, in accordance with the gospel values of Jesus Christ.

The Board believes that the eradication of workplace violence at all Niagara Catholic District schools and Board sites, is the joint responsibility of the employer and the employee. Therefore, any employee who becomes aware of a potential workplace violence situation has a responsibility to report it immediately to their supervisor.

Workplace violence will not be tolerated under any circumstances. The Board will achieve resolution through a formal process. All information gathered will be kept confidential.

If an employee believes they are at risk of violence in the workplace, including domestic violence, they must advise their employer. The employer will follow the Administrative Operational Procedures, which may include seeking the assistance of the police.

In accordance with current legislation in the Province of Ontario, the Board will assess the risks of workplace violence ([Appendix A](#)) that may arise from the nature of the workplace, and provide relevant training, information and instruction to the employees.

The Board will review this policy with respect to workplace violence, on an annual basis, and will post this policy in the workplace along with any applicable procedures and/or related programs.

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

### References

- [\*\*Bill 168: Occupational Health and Safety Amendment Act \(Violence and Harassment in the Workplace 2009\)\*\*](#)
- [\*\*Human Rights Code\*\*](#)
- [\*\*Municipal Freedom of Information and Protection of Privacy Act\*\*](#)
- [\*\*Occupational Health & Safety Act \(December 2009\)\*\*](#)
- [\*\*Workplace Violence in School Boards: A Guide to the Law\*\*](#)
  
- ***Niagara Catholic District School Board Policies/Procedures***
  - [\*\*Access to Board Premises AOP \(302.6.3\)\*\*](#)
  - [\*\*Code of Conduct Policy \(302.6.2\)\*\*](#)
  - [\*\*Complaint Resolution Policy \(800.3\)\*\*](#)
  - [\*\*Employee Code of Conduct and Ethics Policy \(201.17\)\*\*](#)
  - [\*\*Employee Workplace Harassment Policy \(201.7\)\*\*](#)
  - [\*\*Privacy Policy \(600.6\)\*\*](#)
  - [\*\*Records and Information Management Policy \(600.2\)\*\*](#)
  - [\*\*Trustee Code of Conduct Policy \(100.12\)\*\*](#)
  - [\*\*Protocol Between Niagara Region Police Service and the Niagara Catholic District School Board\*\*](#)

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|--------------------------|--------------------------|
| <b>Adopted Date:</b>     | <b>April 23, 2002</b>    |
| <b>Revision History:</b> | <b>June 15, 2010</b>     |
|                          | <b>November 23, 2010</b> |
|                          | <b>December 20, 2011</b> |
|                          | <b>November 26, 2013</b> |
|                          | <b>February 24, 2015</b> |
|                          | <b>June 21, 2016</b>     |
|                          | <b>May 23, 2017</b>      |
|                          | <b>November 27, 2018</b> |
|                          | <b>April 27, 2021</b>    |
|                          | <b>May 25, 2022</b>      |
|                          | <b>May 29, 2023</b>      |



**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
JUNE 20, 2023**

***PUBLIC SESSION***

**TITLE: OCCUPATIONAL HEALTH AND SAFETY POLICY (201.6)**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the Occupational Health and Safety Policy (201.6), as presented

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Prepared by: Julia Tiessen, Executive Officer of Human Resources

Presented by: Julia Tiessen, Executive Officer of Human Resources

Recommended by: Committee of the Whole

Date: June 20, 2023



Niagara Catholic District School Board  
**OCCUPATIONAL HEALTH & SAFETY POLICY**  
STATEMENT OF GOVERNANCE POLICY

200 – Human Resources

Policy No 201.6

Adopted Date: January 29, 2002

Latest Reviewed/Revised Date: May 29, 2023

In keeping with the Mission, Vision, and Values of the Niagara Catholic District School Board, the Board is committed to providing a safe, respectful and healthy workplace and learning environment for all employees, students, volunteers, visitors and contractors.

The Board, shall take all reasonable precautions to maintain a safe a working environment to prevent injury or occupational illness at all Niagara Catholic schools and Board sites.

The Board supports Joint Health and Safety Committees at school and Board sites for the continuous improvement of health and safety practices and performance in compliance with the Occupational Health and Safety Act.

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

**Reference**

- [Occupational Health and Safety Act and Regulations for Industrial Establishments, R.S.O. 2001, Chapter 0.1](#)

|                          |  |
|--------------------------|--|
| <b>Adopted Date:</b>     | January 29, 2002   |
| <b>Revision History:</b> | December 20, 2011<br>November 26, 2013<br>June 21, 2016<br>May 23, 2017<br>November 27, 2018<br>May 25, 2021<br>May 25, 2022<br>May 29, 2023 |

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
JUNE 20, 2023**

***PUBLIC SESSION***

**TITLE: LARKIN ESTATE UNIVERSITY/COLLEGE ADMISSION  
AWARDS**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the payment of \$5400.00 for the Larkin Estate University/College Admission Awards for eligible students, as presented.

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

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

Recommended by: Committee of the Whole

Date: June 20, 2023



## REPORT TO THE COMMITTEE OF THE WHOLE JUNE 6, 2023

### LARKIN ESTATE UNIVERSITY/COLLEGE ADMISSION AWARDS

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#### BACKGROUND INFORMATION

The funding for the Larkin Estate University/College Admission Awards is a bequest from the estate of Maria Eveleen Larkin and Aimee Theresa Larkin. The awards have been administered annually since 1969.

The Larkin Estate University/College Admission Award is a four-year renewable bursary available to Niagara Catholic graduates who are enrolled in post-secondary education at St. Michael's College, University of Toronto, at a school of nursing, or social work, or at a college or university offering such a program.

As of April 30, 2023 the undistributed earnings and the balance of the scholarship fund amounted to \$27,520.20 with projected interest in the amount of \$3200.00 to the end of 2023.

- The first installment of the award is predicated upon the receipt of a letter of confirmation of full-time registration in Nursing or Social Work, or proof of full or partial tuition paid.
- Subsequent installments of the award are predicated upon receipt of the following:
  - an official transcript as evidence of successful completion of previous year's courses; and
  - proof of full-time registration in Nursing or Social Work, or proof of full or partial tuition paid.

The recipients for the 2022-2023 year and renewal recipients are attached to this report-Appendix A.

#### RECOMMENDATION

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the payment of \$5400.00 for the Larkin Estate University/College Admission Awards for eligible students, as presented.

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Prepared by: Lee Ann Forsyth-Sells, Superintendent of Education  
Presented by: Lee Ann Forsyth-Sells, Superintendent of Education  
Recommended by: Camillo Cipriano, Director of Education/Secretary-Treasurer  
Date: June 6, 2023

**LARKIN ESTATE UNIVERSITY/COLLEGE ADMISSION AWARD  
2022-2023 RECIPIENTS**

| <b>Niagara Catholic Graduate<br/>Name of School</b> | <b>Name of Recipient</b> | <b>Degree/Diploma</b>               | <b>Bursary</b>   |
|---|--------------------------|-------------------------------------|------------------|
| Blessed Trinity                                     | Elisha Bulow             | Practical Nursing                   | \$225.00         |
| Denis Morris  | Francis Dela Paz         | Nursing                             | \$225.00         |
| Lakeshore Catholic                                  | Sang Sech Hoang          | Life Sciences-St. Michael's College | \$225.00         |
| Notre Dame College                                  | Alana Trenchfield        | Practical Nursing                   | \$225.00         |
| Saint Francis                                       | Aiden Maybury-Boozam     | Practical Nursing                   | \$225.00         |
| Saint Michael                                       | Mackenzie Cashmore       | Nursing                             | \$225.00         |
| Saint Michael                                       | Hildegard Jongwe         | Nursing                             | \$225.00         |
| Saint Paul  | Joud Alshikh Ali         | Nursing                             | \$225.00         |
|   |                          | <b>Total Payment</b>                | <b>\$1800.00</b> |

**LARKIN ESTATE UNIVERSITY/COLLEGE ADMISSION AWARD  
RENEWALS**

| <b>Niagara Catholic Graduate<br/>Name of School</b> | <b>Name of Recipient</b> | <b>Renewal<br/>Year</b> | <b>Degree/Diploma</b> | <b>Bursary</b>   |
|---|--------------------------|-------------------------|-----------------------|------------------|
| Denis Morris  | Victorine Ilugna         | 2                       | Nursing               | \$225.00         |
| Holy Cross  | Nina McGregor            | 2                       | Nursing               | \$225.00         |
| Saint Francis                                       | Jessica Bott             | 2                       | Nursing               | \$225.00         |
| Saint Francis                                       | Serafina Dell            | 2                       | Nursing               | \$225.00         |
| Saint Francis                                       | Maya Lau-Daisley         | 2                       | Nursing               | \$225.00         |
| Saint Michael                                       | Isabella D'Addio         | 2                       | Nursing               | \$225.00         |
| Holy Cross CSS                                      | Emily Cassibo            | 3                       | Nursing               | \$225.00         |
| Notre Dame College                                  | Cheyenne Charles         | 3                       | Nursing               | \$225.00         |
| Notre Dame College                                  | Anastasia Cutler         | 3                       | Nursing               | \$225.00         |
| Notre Dame College                                  | Jayden Duerden           | 3                       | Nursing               | \$225.00         |
| Saint Michael                                       | Miya Thomas              | 3                       | Nursing               | \$225.00         |
| Notre Dame College                                  | Jordanne Brown           | 4                       | Nursing               | \$225.00         |
| Blessed Trinity                                     | Karylle Vallente         | 4                       | Nursing               | \$225.00         |
| Denis Morris  | Cayla Mirabella          | 4                       | Nursing               | \$225.00         |
| Holy Cross  | Melanie Paul             | 4                       | Nursing               | \$225.00         |
| Saint Michael                                       | Anna Khutomaya           | 4                       | Nursing               | \$225.00         |
|   |                          |                         | <b>Total Payment</b>  | <b>\$3600.00</b> |

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
JUNE 20, 2023**

***PUBLIC SESSION***

**TITLE: ATTENDANCE AREA REVIEW – BLESSED TRINITY CATHOLIC  
ELEMENTARY AND SECONDARY FAMILY OF SCHOOLS**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the commencement of the Attendance Area Ad Hoc Committee for the Blessed Trinity Catholic Elementary and Secondary Family of Schools in September 2023. The Ad Hoc Committee will include the establishment of an attendance boundary for the New Beamsville Catholic Elementary School, as well as an attendance area review of the existing Our Lady of Fatima Catholic Elementary School (Grimsby), St. Joseph Catholic Elementary School (Grimsby), St. Edward Catholic Elementary School, St. John Catholic Elementary School, St. Mark Catholic Elementary School, and St. Martin Catholic Elementary School in accordance with the Attendance Area Policy (301.3) and submit recommendations and/or provide a committee update to the January 16, 2024.

**THAT** the Niagara Catholic District School Board approve the following Terms of Reference for the Blessed Trinity Catholic Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee:

Establishment of the attendance area for the New Beamsville Catholic Elementary School (located on Greenlane Road, east of Ontario Street); and review and recommend modified attendance area boundaries for Our Lady of Fatima Catholic Elementary School (Grimsby), St. Joseph Catholic Elementary School (Grimsby), St. Edward Catholic Elementary School, St. John Catholic Elementary School, St. Mark Catholic Elementary School, and St. Martin Catholic Elementary School, within the Blessed Trinity Catholic Secondary School – Family of Schools.

Align student enrolment across the Blessed Trinity Catholic Elementary Family of Schools in order to alleviate enrolment pressure.

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Prepared by: Clark Euale, Controller of Facilities Services  
Gino Pizzoferrato, Superintendent of Education  
Alexsandria, Pasquini-Smith, Administrator of Planning & Properties, Facilities Services

Presented by: Clark Euale, Controller of Facilities Services  
Gino Pizzoferrato, Superintendent of Education  
Alexsandria, Pasquini-Smith, Administrator of Planning & Properties, Facilities Services

Recommended by: Committee of the Whole

Date: June 20, 2023



**REPORT TO THE COMMITTEE OF THE WHOLE**  
**MEETING DATE**  
**JUNE 6, 2023**  
**ATTENDANCE AREA REVIEW – BLESSED TRINITY CATHOLIC**  
**ELEMENTARY AND SECONDARY FAMILY OF SCHOOLS**

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**BACKGROUND INFORMATION**

At the May 24, 2016 Board meeting, the Niagara Catholic District School Board approved the Long Term Accommodation Plan 2016-2021.

The Long Term Accommodation Plan contained a number of recommendations to address accommodation issues that exist throughout the Board. One of the recommendations was to address the growth at the elementary level in the Blessed Trinity Catholic Secondary School Family of Schools through the construction of a new elementary school.

In July of 2020, the Niagara Catholic District School Board entered into an Agreement of Purchase and Sale of 5.53 acres of property located on Greenlane Road in the Town of Lincoln. This purchase was completed on September 24, 2021.

An application for funding of a new school was submitted by board staff through the 2021-2022 Capital Priorities Grant program and on November 23, 2021 the Ministry of Education approved the funding of \$10,108,084 for a 421 pupil place school to be completed no later than 2024-2025. A further application to add a three-room child care centre was submitted by board staff in November 2022 and on April 6, 2023 the Ministry of Education approved the funding of \$2,014,523 for the child care centre. The child care centre consists of one (1) preschool room, one (1) infant room, and one (1) toddler room for a total of forty-nine (49) licensed care spaces.

Currently, Our Lady of Fatima Catholic Elementary School (Grimsby), St. John Catholic Elementary School, St. Mark Catholic Elementary School, and St. Martin Catholic Elementary School are all over capacity and have temporary classrooms (portables) on site. It is anticipated that NCDSB will continue to see enrollment pressures throughout Grimsby and Beamsville within the next ten (10) years.

The addition of a new catholic elementary school requires the establishment of an Attendance Area. In order to establish the attendance area boundary for the New Beamsville Catholic Elementary School and redistribute enrolment across the Blessed Trinity Catholic Family of Schools a number of boundary change options will be investigated.

**Terms of Reference**

It is recommended that the Terms of Reference for the Blessed Trinity Catholic Elementary and Secondary Family of Schools Attendance Ad Hoc Committee are to:

Establishment of the attendance area for the New Beamsville Catholic Elementary School (located on Greenlane Road, east of Ontario Street); and review and recommend modified attendance area boundaries for Our Lady of Fatima Catholic Elementary School (Grimsby), St. Joseph Catholic Elementary School (Grimsby), St. Edward Catholic Elementary School, St. John Catholic Elementary School, St. Mark Catholic Elementary School, and St. Martin Catholic Elementary School, within the Blessed Trinity Catholic Secondary School – Family of Schools.

Align student enrolment across the Blessed Trinity Catholic Elementary Family of Schools in order to alleviate enrolment pressure.

### **Blessed Trinity Catholic Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee**

As approved by the Board on January 31, 2023, the Blessed Trinity Catholic Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee shall be comprised of Trustees Natalia Benoit, Doug Joyner and Jim Marino.

Resources to the Committee will include Clark Euale, Controller of Facilities Services, Alexandria Pasquini-Smith, Administrator, Planning & Properties, Facilities Services, Gino Pizzoferrato, Superintendent of Education – Blessed Trinity Catholic Elementary and Secondary Family of Schools.

The Principals for the Blessed Trinity Catholic Elementary and Secondary Family of Schools will act as a resource to Superintendent Pizzoferrato. Catholic School Council Chairs or designates selected by the Catholic School Councils of the Blessed Trinity Catholic Elementary and Secondary Family of Schools will be invited to participate as a resource to the Committee.

### **RECOMMENDATION**

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the commencement of the Attendance Area Ad Hoc Committee for the Blessed Trinity Catholic Elementary and Secondary Family of Schools in September 2023. The Ad Hoc Committee will include the establishment of an attendance boundary for the New Beamsville Catholic Elementary School, as well as an attendance area review of the existing Our Lady of Fatima Catholic Elementary School (Grimsby), St. Joseph Catholic Elementary School (Grimsby), St. Edward Catholic Elementary School, St. John Catholic Elementary School, St. Mark Catholic Elementary School, and St. Martin Catholic Elementary School in accordance with the Attendance Area Policy (301.3) and submit recommendations and/or provide a committee update to the January 16, 2024.

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the following Terms of Reference for the Blessed Trinity Catholic Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee:

Establishment of the attendance area for the New Beamsville Catholic Elementary School (located on Greenlane Road, east of Ontario Street); and review and recommend modified attendance area boundaries for Our Lady of Fatima Catholic Elementary School (Grimsby), St. Joseph Catholic Elementary School (Grimsby), St. Edward Catholic Elementary School, St. John Catholic Elementary School, St. Mark Catholic Elementary



School, and St. Martin Catholic Elementary School, within the Blessed Trinity Catholic Secondary School – Family of Schools.

Align student enrolment across the Blessed Trinity Catholic Elementary Family of Schools in order to alleviate enrolment pressure.

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Prepared by: Clark Euale, Controller of Facilities Services  
Gino Pizzoferrato, Superintendent of Education  
Alexsandria Pasquini-Smith, Administrator of Planning & Properties, Facilities Services

Presented by: Clark Euale, Controller of Facilities Services  
Gino Pizzoferrato, Superintendent of Education  
Alexsandria Pasquini-Smith, Administrator of Planning & Properties, Facilities Services

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

Date: June 6, 2023

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
JUNE 20, 2023**

***PUBLIC SESSION***

**TITLE: 2023-2024 ORIGINAL ESTIMATES**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the Report on the 2023-2024 Original Estimates, as presented.

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

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

Recommended by: Committee of the Whole

Date: June 20, 2023



## COMMITTEE OF THE WHOLE JUNE 6, 2022

### 2022-2023 ORIGINAL ESTIMATES

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#### BACKGROUND

On April 17, 2023 the Ministry of Education released the 2023-2024 Grants for Student Needs (GSN) for the 2023-2024 school year. GSN funding is projected to be \$27.1 billion, while the average provincial per-pupil base funding is projected to be \$13,125 in 2023–24. Base funding has increased by \$693 million or 2.7 per cent compared to 2022-23. This additional investment in public education demonstrates the government’s commitment to providing students with access to the skills and opportunities they need to succeed. There is a further \$516.2 million in Priorities and Partnership Funding (PPF), bringing the total investment in public education to \$27.6 billion. The PPF funding is outlined in Appendix D.

Going forward, investments will continue to build the education system for the future, continue to position Ontario as a leading jurisdiction in education, and support programs with the two greatest impact in the classroom and on students – including students who need our support the most. To support students across the province, the government is providing funding to support additional teachers, especially in key subjects like reading and math to build important life-long skills.

The plan to support learning in the 2023-24 school year includes the following key investments:

- Early Reading
- Math
- De-streaming
- Job-readiness
- Mental Health
- Human Rights and Inclusion
- Special Education
- Student Safety
- Student Transportation
- Capital
- Remote Learning Administration

The 2022-2023 Original Estimates funding by the Ministry of Education is primarily based on the average daily enrolment (ADE) of students per Board. The 2023-2024 Original Estimates are built on an approximate average daily enrolment of 21,205 for the 2023-2024 day school, pupils of the Board. This is an expected increase in enrolment of approximately 196 students for September 2023-2024 school year.

The Ministry has identified targeted investments and adjustments for a range of initiatives:

- Student transportation funding model reform
- Summer learning supports
- Funding in support of the ongoing labour negotiations
- Indigenous education priorities
- Previous PPF investments continued through the GSN

Starting in the 2023–24 school year, the ministry is implementing a new Student Transportation Grant funding framework that is transparent, equitable, and focused on reliability. The Student Transportation Grant is made up of the following three allocations:

- Transportation Services Allocation
- School Bus Rider Safety Training Allocation
- Transportation to Provincial or Demonstration Schools Allocation

As this is the first year of a new funding formula, the grant includes a Transition amount to ensure that no school board experiences a decline in funding compared to their allocation from the 2022–23 school year. The Transition amount is expected to be in place for four years (through the 2026–27 school year) and will be updated annually to reflect changes in enrolment, new routing results, and changes to benchmarks.

In addition to existing funding available in the GSN, the Safe and Clean Schools Supplement is providing funding through the following amounts:

- Professional/Paraprofessional amount: to support the salaries and benefits costs for staff such as psychologists, social workers and child/youth workers, to enhance additional direct services for students
- Educational Assistants amount: to support the salaries and benefits costs for educational assistants to work with students who may require additional support
- Custodian/Maintenance amount: to support the salaries and benefits costs for custodians to maintain clean schools.

### **Labour Related Changes**

- A \$1 per hour increase in education worker salary benchmarks in the 2022–23 school year over the 2021–22 school year, with a further \$1 per hour increase in 2023–24.
- A 1.25 per cent increase for teacher salary benchmarks in the 2022–23 school year over the 2021–22 school year, with a further 1.25 per cent increase in the 2023–24 school year as a labour provision.
  - As the principals' and vice-principals' terms and conditions of employment expire August 31, 2023, salary benchmarks for these staff remain unchanged in the 2023–24 school year from the 2022–23 school year.

Employee Life and Health Trust benefits funding amounts are being adjusted for CUPE and OCEW education workers for the 2022–23 school year (in-year) and 2023–24 school year as per their respective central collective agreements. School boards are expected to use the funding for these purposes, with priority given to professional/paraprofessional staff to support the well-being of students; however, boards have flexibility within these categories.

## Non-Staff Benchmarks

The ministry is providing a 2 per cent cost update to the non-staff portion of the School Operations Allocation benchmark to assist school boards in managing the increases in commodity prices (i.e., electricity, natural gas, facility insurance, and other costs).

Senior Administrative Council continues to redesign and scale programs and services that will optimize all areas of the Grants for Student Needs (GSN) and one-time grants for 2023-2024. This exercise has achieved a cost structure that is aligned with the 2023-2024 estimates and funding initiatives. Following an extensive consultation process, Senior Administrative Council has completed the Original Estimates for the 2023-2024 Budget. The current estimates provide the funding required to achieve the Board approved System Priorities.

The proposed 2023-2024 Original Estimates has resulted in an anticipated operating budget of \$294M million dollars. Niagara Catholic District School Board is projecting a 2023-2024 operating deficit of \$1.5M for compliance purposes.

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

|                   |  |
|-------------------|--|
| <b>APPENDIX A</b> | Average Daily Enrolment                                      |
| <b>APPENDIX B</b> | Staffing Full Time Equivalent (FTE) Summary                  |
| <b>APPENDIX C</b> | Estimates Operating Revenue                                  |
| <b>APPENDIX D</b> | Additional One-Time Revenue Priority Partnership Funds (PPF) |
| <b>APPENDIX E</b> | Special Education (Schedule 10A&B)                           |
| <b>APPENDIX F</b> | Expenditure Summary (Schedule 10)                            |
| <b>APPENDIX G</b> | Board Administration   |
| <b>APPENDIX H</b> | Accumulated Surplus(Deficit) (Schedule 5)                    |

### RECOMMENDATION

**THAT** the Niagara Catholic District School Board approve the Report on the 2023-2024 Original Estimates, as presented

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

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

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

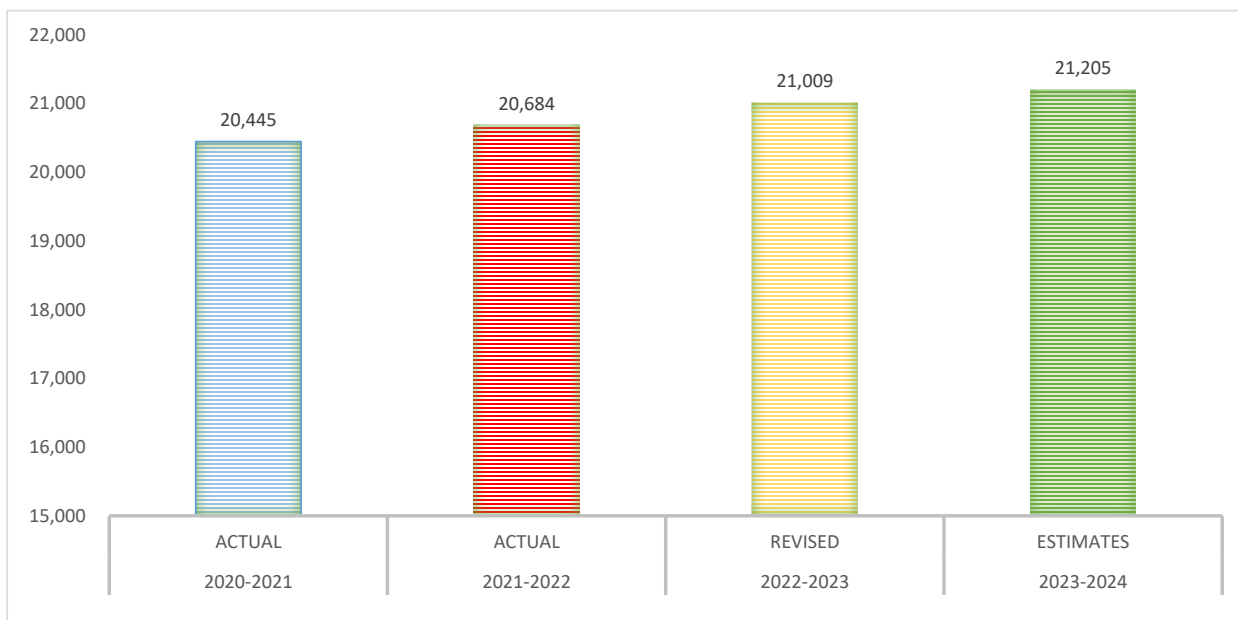
Date: June 6, 2023

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
ENROLMENT PROJECTIONS**

**AVERAGE DAILY ENROLMENT**

|   | 2020-2021     | A<br>2021-2022 | B<br>2022-2023 | C<br>2023-2024 | (C-B)<br>VARIANCE | (C-A)<br>VARIANCE |
|---|---------------|----------------|----------------|----------------|-------------------|-------------------|
|   | ACTUAL        | ACTUAL         | REVISED        | ESTIMATES      | REV vs EST        | REV vs ACT        |
| Junior Kindergarten                           | 1,138         | 1,211          | 1,249          | 1,182          | (67)              | (29)              |
| Kindergarten                                  | 1,322         | 1,311          | 1,344          | 1,331          | (13)              | 20                |
| Grade 1 - Grade 3                             | 4,108         | 4,223          | 4,332          | 4,383          | 51                | 160               |
| Grade 4 - Grade 8                             | 7,412         | 7,454          | 7,499          | 7,590          | 91                | 136               |
| <b>Total Elementary Day School</b>            | <b>13,980</b> | <b>14,199</b>  | <b>14,424</b>  | <b>14,486</b>  | <b>62</b>         | <b>287</b>        |
| <b>Total Secondary</b>                        | <b>6,274</b>  | <b>6,233</b>   | <b>6,300</b>   | <b>6,392</b>   | <b>92</b>         | <b>159</b>        |
| <b>Total Day School</b>                       | <b>20,254</b> | <b>20,432</b>  | <b>20,724</b>  | <b>20,878</b>  | <b>154</b>        | <b>446</b>        |
| Adult, Con Ed., High Credit and Summer School | 191           | 252            | 285            | 327            | 42                | 75                |
| <b>Total Enrolment</b>                        | <b>20,445</b> | <b>20,684</b>  | <b>21,009</b>  | <b>21,205</b>  | <b>196</b>        | <b>521</b>        |

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



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

### Total Day School Programs

|  | 2022-2023            | 2023-2024             | CHANGE      |
|--|----------------------|-----------------------|-------------|
|  | REVISED<br>ESTIMATES | ORIGINAL<br>ESTIMATES |             |
| <b>TOTAL INSTRUCTION</b>                         |                      |                       |             |
| Classroom Teachers                               | 1,229.1              | 1,235.9               | 6.8         |
| Teacher Assistants                               | 306.0                | 312.0                 | 6.0         |
| Early Childhood Educators                        | 87.0                 | 87.0                  | 0.0         |
| Professionals, Paraprofessionals and Technicians | 106.4                | 106.0                 | (0.4)       |
| Library & Guidance                               | 51.1                 | 51.1                  | (0.0)       |
| Principals & VPs                                 | 72.8                 | 71.3                  | (1.5)       |
| School Office                                    | 91.5                 | 91.5                  | 0.0         |
| Coordinators and Consultants                     | 19.5                 | 20.1                  | 0.6         |
| <b>Total Staffing Instruction FTE</b>            | <b>1,963.4</b>       | <b>1,974.8</b>        | <b>11.4</b> |
| <b>TOTAL ADMINISTRATION</b>                      |                      |                       |             |
| Trustees   | 8.0                  | 8.0                   | 0.0         |
| Student Trustees                                 | 2.0                  | 2.0                   | 0.0         |
| Director and Supervisory Officers                | 6.0                  | 6.0                   | 0.0         |
| Directors Office                                 | 7.0                  | 8.0                   | 1.0         |
| Board Administration                             | 43.7                 | 43.7                  | 0.0         |
| Administration Support Other                     | 6.0                  | 6.0                   | 0.0         |
| <b>Total Administrations</b>                     | <b>72.7</b>          | <b>73.7</b>           | <b>1.0</b>  |
| <b>PUPIL ACCOMMODATION</b>                       |                      |                       |             |
| School Operations and Maintenance                | 173.7                | 171.6                 | (2.1)       |
| <b>Total FTE</b>                                 | <b>2,209.8</b>       | <b>2,220.1</b>        | <b>10.3</b> |

| Employee Group              | 2022-2023            | 2023-2024             | CHANGE      |
|-----------------------------|----------------------|-----------------------|-------------|
|                             | REVISED<br>ESTIMATES | ORIGINAL<br>ESTIMATES |             |
| OECTA                       | 1260.8               | 1,268.3               | 7.5         |
| CUPE                        | 713.0                | 720.6                 | 7.6         |
| Non Union                   | 219.10               | 219.7                 | 0.6         |
| Trustees & Student Trustees | 10.00                | 10.0                  | 0.0         |
| <b>Total FTE</b>            | <b>2,202.9</b>       | <b>2,218.6</b>        | <b>15.7</b> |

## GRANTS FOR STUDENT NEEDS

## SECTION 1A - SUMMARY OF ALLOCATIONS

|                                     | REVISED ESTIMATES    | ORIGINAL ESTIMATES   | VARIANCE           |
|-------------------------------------|----------------------|----------------------|--------------------|
|                                     | 2022-2023            | 2023-2024            |                    |
| Pupil Foundation                    | \$118,377,740        | \$121,526,106        | \$3,148,366        |
| School Foundation                   | \$17,205,527         | \$17,655,673         | \$450,146          |
| Special Education                   | \$30,928,754         | \$32,123,235         | \$1,194,481        |
| Language Allocation                 | \$6,205,410          | \$6,214,661          | \$9,251            |
| Rural and Northern Education        | \$130,525            | \$137,745            | \$7,220            |
| Remote and Rural Allocation         | \$33,359             | \$33,158             | (\$201)            |
| Learning Opportunities              | \$3,058,506          | \$3,433,628          | \$375,122          |
| Continuing Education Allocation     | \$1,608,826          | \$1,778,407          | \$169,581          |
| Teacher Qualification               | \$24,990,133         | \$26,266,350         | \$1,276,217        |
| New Teacher Induction               | \$64,600             | \$64,600             | \$0                |
| ECE Q&E                             | \$1,449,932          | \$1,389,237          | (\$60,695)         |
| Restraint Savings                   | (\$64,921)           | (\$64,921)           | \$0                |
| Transportation                      | \$11,334,249         | \$11,906,983         | \$572,734          |
| Administration and Governance       | \$6,496,087          | \$6,716,532          | \$220,445          |
| School Operations & Maintenance     | \$21,238,486         | \$22,124,461         | \$885,975          |
| Community Use of Schools            | \$276,614            | \$277,066            | \$452              |
| Declining Enrolment                 | \$0                  | \$0                  | \$0                |
| Indigenous Funding                  | \$365,831            | \$1,098,583          | \$732,752          |
| Mental Health and Well-Being        | \$1,313,044          | \$1,373,063          | \$60,019           |
| Supports for Students Fund          | \$2,311,844          | \$2,435,121          | \$123,277          |
| Program Leadership Grant            | \$1,000,496          | \$1,008,213          | \$7,717            |
| CoVid Learning Recovery Fund        | \$3,186,533          | \$0                  | (\$3,186,533)      |
| Permanent Financing of NFP          | \$117,487            | \$117,487            | \$0                |
| <b>General Operating Allocation</b> | <b>\$251,629,062</b> | <b>\$257,615,388</b> | <b>\$5,986,326</b> |
| Minor Tangible Capital Assets       | (\$6,290,727)        | (\$6,440,385)        | (\$149,658)        |
| Trustee Association Fee             | \$56,048             | \$56,599             | \$551              |
| <b>Total Operating Allocation</b>   | <b>\$245,394,383</b> | <b>\$251,231,602</b> | <b>\$5,837,219</b> |



| <b>INITIATIVE</b>   | <b>AMOUNT (\$)</b> | <b>DESCRIPTION</b>  |
|---|--------------------|---|
| De-Streaming Implementation Supports                      | \$42,600           | Funding can be used for: targeted supports for students in Grade 7, 8 and 9; enhancing culturally-responsive planning, instruction, assessment and evaluation practices   |
| Early Reading Enhancements                                | \$128,000          | This new funding will allow school boards to procure ministry-approved early reading screening tools for educators to conduct this screening.   |
| Education Staff to Support Reading Interventions          | \$689,700          | School boards will receive new funding to hire teachers who can work one-on-one or in small groups with students in Kindergarten to Grade 3 who would benefit from more support in reading. These supports may include providing direct Tier 2 and Tier 3 reading interventions and other supports required by the school or board on reading and literacy-related initiatives. |
| Entrepreneurship Pilot                                    | \$20,000           | This funding for school boards is to provide entrepreneurship education for Grades 7-12 students developed/provided in partnership with local third-party organizations that have expertise in entrepreneurship, for example, local Chambers of Commerce.   |
| Experiential Professional Learning Guidance Teachers      | \$38,000           | professional learning opportunities for all guidance teacher-counsellors to develop an enhanced understanding of the skilled trades and apprenticeship pathway and the benefits of the skilled trades as a career.  |
| Health Resources, Training and Support                    | \$14,400           | This funding is used to purchase and/or develop new resources and supports, and to deliver local training to principals/vice-principals, educators and other school staff related to current and emerging health and safety issues.   |
| Licenses for Reading Intervention Support                 | \$153,100          | This funding is intended to enable school boards to purchase licenses, resources and professional learning to support the provision of systematic, evidence-based reading interventions, supports or programs for struggling readers, including but not limited to students with reading disabilities.  |
| Math Recovery Plan  | \$738,400          | School boards will be provided with funding to hire School Math Facilitators to work in Grades 3, 6 and 9 classrooms in priority schools. Math Lead Supervisory Officer position.   |
| Professional Assessments                                  | \$142,900          | This program will support school boards to conduct professional assessments (e.g., speech and language, psycho-educational) to help reduce wait times.  |
| Skilled Trades Bursary Program                            | \$13,000           | provide \$1,000 bursaries to students, including adult learners, who will have earned or are earning two credits in a cooperative education program working in a skilled trades placement, have plans to pursue a post-secondary skilled trades pathway and have financial and other barriers to completing their Ontario Secondary School Diploma.                             |
| Special Education (AQ)                                    | \$11,800           | Funding will support educators' participation in approved Schedule C and Schedule D special education Additional Qualification (AQ) courses such as "D-Special Education Specialist.  |
| Supports De-Streaming and Transition to High School       | \$1,053,300        | Funding for additional teachers in Grades 7-10 to work directly with students to provide early supports to prepare students in Grades 7 and 8 prior to transitioning into a de-streamed Grade 9 and to continue to support students in a de-streamed Grade 9 and their transition to Grade 10.  |
| Summer Learning for Students with Special Education Needs | \$121,200          | This funding will provide transition programs and additional staffing for students with special education needs over the summer months.   |
| Summer Mental Health Supports                             | \$142,900          | This funding is intended to ensure the continuity of mental health supports for students with mental health concerns and those in crisis and cannot be used to increase the Full-Time Equivalent (FTE) of mental health professionals   |

| <b>SPECIAL EDUCATION</b>                                     | <b>2022-2023</b>     | <b>2023-2024</b>     |                    |
|--|----------------------|----------------------|--------------------|
| <b>TOTAL INSTRUCTION</b>                                     | <b>REVISED</b>       | <b>ESTIMATES</b>     | <b>CHANGE</b>      |
| Classroom Teachers   | \$8,736,017          | \$9,577,391          | \$841,374          |
| Supply Staff   | \$1,267,059          | \$1,240,000          | (\$27,059)         |
| Teacher Assistants   | \$18,466,661         | \$19,786,594         | \$1,319,933        |
| Textbooks and Supplies                                       | \$775,000            | \$775,000            | \$0                |
| Computers  | \$72,000             | \$72,000             | \$0                |
| Professionals, Paraprofessionals and Technicians             | \$3,896,006          | \$3,969,891          | \$73,885           |
| Staff Development  | \$13,000             | \$13,000             | \$0                |
| Coordinators and Consultants                                 | \$368,168            | \$349,227            | (\$18,941)         |
| Self Contained Allocation                                    | (\$1,020,759)        | (\$914,452)          | \$106,307          |
| <b>Total Expenditures</b>                                    | <b>\$32,573,152</b>  | <b>\$34,868,651</b>  | <b>\$2,295,499</b> |
| <b>Total Revenue (Special Education &amp; Other Funding)</b> | <b>\$31,529,374</b>  | <b>\$33,115,545</b>  | <b>\$1,586,171</b> |
| <b>Surplus(Deficit)</b>                                      | <b>(\$1,043,778)</b> | <b>(\$1,753,106)</b> | <b>(\$709,328)</b> |
| <b>Full Time Equivalent Special Education</b>                | <b>2022-2023</b>     | <b>2023-2024</b>     |                    |
|  | <b>REVISED</b>       | <b>ESTIMATES</b>     | <b>CHANGE</b>      |
| Classroom Teachers   | 80.0                 | 82.5                 | 2.5                |
| Teacher Assistants   | 308.0                | 312.0                | 4.0                |
| Professionals, Paraprofessionals and Technicians             | 44.0                 | 44.0                 | 0.0                |
| Coordinators and Consultants                                 | 2.0                  | 2.0                  | 0.0                |
| <b>Total FTE Special Education</b>                           | <b>434.0</b>         | <b>440.5</b>         | <b>6.5</b>         |

## 2023-2024 ORIGINAL ESTIMATES

|  | 2022-2023            | 2023-2024            |                    |
|--|----------------------|----------------------|--------------------|
|  | REVISED              | ORIGINAL             |                    |
|  | ESTIMATES            | ESTIMATES            | VARIANCE           |
| <b>TOTAL INSTRUCTION</b>                         |                      |                      |                    |
| Classroom Teachers                               | \$139,342,289        | \$139,433,123        | \$90,834           |
| Supply Staff                                     | \$6,785,046          | \$6,779,825          | (\$5,221)          |
| Teacher Assistants                               | \$18,466,661         | \$19,918,234         | \$1,451,573        |
| Early Childhood Educators                        | \$5,281,932          | \$5,652,734          | \$370,802          |
| Textbooks and Supplies                           | \$5,776,045          | \$5,643,664          | (\$132,381)        |
| Computers  | \$1,740,700          | \$1,656,200          | (\$84,500)         |
| Professionals, Paraprofessionals and Technicians | \$10,585,996         | \$10,560,526         | (\$25,470)         |
| Library & Guidance                               | \$3,992,986          | \$3,963,998          | (\$28,988)         |
| Staff Development                                | \$488,500            | \$245,800            | (\$242,700)        |
| Department Heads                                 | \$331,810            | \$310,000            | (\$21,810)         |
| Principals & VPs                                 | \$10,317,354         | \$10,248,859         | (\$68,495)         |
| School Office                                    | \$6,545,704          | \$6,489,967          | (\$55,737)         |
| Coordinators and Consultants                     | \$2,614,011          | \$2,467,215          | (\$146,796)        |
| Continuing Education                             | \$4,959,561          | \$4,997,053          | \$37,492           |
| <b>Total Instruction Expenses</b>                | <b>\$217,228,595</b> | <b>\$218,367,198</b> | <b>\$1,138,603</b> |
| <b>TOTAL ADMINISTRATION</b>                      |                      |                      |                    |
| Administration                                   |                      |                      |                    |
| Trustees   | \$264,853            | \$256,937            | (\$7,916)          |
| Director and Supervisory Officers                | \$1,421,929          | \$1,523,544          | \$101,615          |
| Board Administration                             | \$6,945,034          | \$7,155,044          | \$210,010          |
| <b>Total Administrations</b>                     | <b>\$8,631,816</b>   | <b>\$8,935,525</b>   | <b>\$303,709</b>   |
| <b>TOTAL TRANSPORTATION</b>                      |                      |                      |                    |
| Transportation                                   |                      |                      |                    |
| Pupil Transportation                             | \$11,695,617         | \$13,524,443         | \$1,828,826        |
| Pupil Transportation - Provincial Schools        | \$93,431             | \$77,255             | (\$16,176)         |
| <b>Total Transportation</b>                      | <b>\$11,789,048</b>  | <b>\$13,601,698</b>  | <b>\$1,812,650</b> |
| <b>PUPIL ACCOMMODATION</b>                       |                      |                      |                    |
| School Operations and Maintenance                | \$21,980,435         | \$22,353,308         | \$372,873          |
| School Renewal                                   | \$1,267,964          | \$1,419,773          | \$151,809          |
| Other Pupil Accommodation                        | \$2,718,835          | \$2,340,269          | (\$378,566)        |
| Amortization                                     | \$15,285,373         | \$15,662,551         | \$377,178          |
| Interest Charges                                 | \$117,487            | \$117,487            | \$0                |
| <b>Total Pupil Accommodation</b>                 | <b>\$41,370,094</b>  | <b>\$41,893,388</b>  | <b>\$523,294</b>   |
| School Generated Funds Expenses                  | \$8,480,000          | \$8,480,000          | \$0                |
| <b>Total Expenses Schedule 10</b>                | <b>\$287,499,554</b> | <b>\$291,277,809</b> | <b>\$3,778,255</b> |
| Provision 1.5%                                   | 0                    | \$3,100,000          |                    |
| <b>Total Expenses (Incl. Provisions)</b>         | <b>\$287,499,554</b> | <b>\$294,377,809</b> | <b>\$6,878,255</b> |

**BOARD ADMINISTRATION EXPENDITURES**

**SCHEDULE 10.6**

SCHEDULE 10.6

|   |    | Salaries and<br>Wages* | Employee<br>Benefits | Staff<br>Development | Supplies and<br>Services | Rental<br>Expenses | Fees and<br>Contract<br>Services | Other<br>Expenses | 2023-2024<br>Total<br>Expenses | 2022-2023<br>Total<br>Expenses | Change         |
|---|----|------------------------|----------------------|----------------------|--------------------------|--------------------|----------------------------------|-------------------|--------------------------------|--------------------------------|----------------|
|   |    |                        |                      | 04                   | 05                       | 08                 | 09                               | 10                |                                |                                |                |
| Board Admin - Trustees                  | 31 | 91,682                 | 8,737                | 0                    | 33,500                   |                    |                                  | 123,017           | 256,936                        | 264,853                        | (7,917)        |
| Board Admin - Directors and Supervisors | 32 | 1,162,152              | 91,342               | 37,800               | 47,250                   |                    | 145,000                          | 40,000            | 1,523,544                      | 1,421,929                      | 101,615        |
| Finance                                 | 33 | 431,725                | 86,938               | 11,000               | 1,000                    |                    | 105,000                          | 10,000            | 645,663                        | 631,726                        | 13,937         |
| Information Technology Administration   | 35 | 240,811                | 66,197               | 35,000               | 221,000                  |                    | 488,900                          |                   | 1,051,908                      | 1,045,641                      | 6,267          |
| Purchase & Procurement                  | 39 | 249,558                | 63,580               | 5,500                | 66,000                   |                    |                                  | 20,000            | 404,638                        | 403,928                        | 710            |
| Human Resource Administration           | 34 | 1,603,524              | 417,937              | 24,600               | 33,500                   |                    | 430,000                          | 29,500            | 2,539,061                      | 2,498,213                      | 40,848         |
| Payroll Administration                  | 37 | 409,144                | 103,907              | 3,500                |                          |                    | 12,000                           |                   | 528,551                        | 538,210                        | (9,659)        |
| Director's Office                       | 36 | 469,869                | 119,117              | 1,800                | 6,500                    |                    |                                  |                   | 597,286                        | 515,176                        | 82,110         |
| Administration and Other                | 38 | 260,220                | 47,439               | 7,000                | 85,885                   |                    |                                  |                   | 400,544                        | 453,653                        | (53,109)       |
| Operations & Maintenance                | 44 | 168,053                | 50,740               |                      | 610,600                  | 93,000             | 65,000                           |                   | 987,393                        | 858,487                        | 128,906        |
| <b>BOARD ADMINISTRATION EXPENSES</b>    |    | <b>5,086,738</b>       | <b>1,055,934</b>     | <b>126,200</b>       | <b>1,105,235</b>         | <b>93,000</b>      | <b>1,245,900</b>                 | <b>222,517</b>    | <b>8,935,524</b>               | <b>8,631,816</b>               | <b>303,708</b> |

|   | Board Working Version<br>Estimates                           | 2023-24<br>Estimates  | No SubCategory<br>Estimates                                |
|---|--|---|--|
|   | Accumulated Surplus<br>(Deficit) -<br>Balance at September 1 | Accumulated Surplus<br>(Deficit) - In-<br>Year Increase<br>(Decrease) | Accumulated Surplus<br>(Deficit) -<br>Balance at August 31 |
| <b>AVAILABLE FOR COMPLIANCE - UNAPPROPRIATED</b>                      |  |   |  |
| Operating Accumulated Surplus   | \$6,493,374  | (\$1,515,692)   | \$4,977,682  |
| <b>Available for Compliance - Unappropriated</b>                      | <b>\$6,493,374</b>   | <b>(\$1,515,692)</b>  | <b>\$4,977,682</b>   |
| Other Purposes - Operating 1  | \$227,190  |   | \$227,190  |
| Other Purposes - Operating 3  | \$340,912  |   | \$340,912  |
| Committed Sinking Fund interest earned                                | \$157,273  | (\$45,328)  | \$111,945  |
| Committed Sinking Fund interest earned Adjustment                     | (\$45,328)   | \$45,328  | \$0  |
| Committed Capital Projects  | \$3,406,538  | (\$303,216)   | \$3,103,322  |
| Committed Capital Projects Adjustment                                 | (\$303,216)  | \$303,216   | \$0  |
| Other Purposes - Capital 1  | \$329,394  |   | \$329,394  |
| <b>Available for Compliance - Internally Appropriated</b>             | <b>\$4,112,763</b>   | <b>\$0</b>  | <b>\$4,112,763</b>   |
| <b>Total Accumulated Surplus (Deficit) Available for Compliance</b>   | <b>\$10,606,137</b>  | <b>(\$1,515,692)</b>  | <b>\$9,090,445</b>   |
| <b>UNAVAILABLE FOR COMPLIANCE</b>                                     |  |   |  |
| <b>NON DISPONIBLE AUX FINS DE CONFORMITÉ</b>                          |  |   |  |
| Interest to be Accrued  | (\$734,395)  | \$0   | (\$734,395)  |
| Committed Sinking Fund interest earned Adj                            | \$45,328   | (\$45,328)  | \$0  |
| School Generated Funds  | \$2,340,457  | \$0   | \$2,340,457  |
| Committed Capital Projects Adj  | \$303,216  | (\$303,216)   | \$0  |
| Revenues recognized for land  | \$14,062,682   | \$1,200,000   | \$15,262,682   |
| Liability for Contaminated Sites                                      |  |   |  |
| <b>Total Accumulated Surplus (Deficit) Unavailable for Compliance</b> | <b>\$16,017,288</b>  | <b>\$851,456</b>  | <b>\$16,868,744</b>  |
| <b>Total Accumulated Surplus (Deficit)</b>                            | <b>\$26,623,425</b>  | <b>-\$664,236</b>   | <b>\$25,959,189</b>  |

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
JUNE 20, 2023**

***PUBLIC SESSION***

**TITLE: EXECUTIVE COUNCIL POWER – JULY & AUGUST 2023**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board empower Executive Council to approve any actions, of an emergency nature, recommended by the Director of Education, if a quorum cannot be achieved after a Special Meeting of the Board is called as per Board By-Laws, during the months of July and August 2023.

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

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

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

Date: June 20, 2023



NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

## REPORT TO THE BOARD MEETING JUNE 20, 2023

### EXECUTIVE COUNCIL POWER – JULY & AUGUST 2023

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#### BACKGROUND INFORMATION

In accordance with the Niagara Catholic District School Board By-Laws Section 10 – Special Meetings of the Board:

*“Special meetings of the Board shall be held by order of the Board, on the written request of three (3) trustees, to the Chair or the Director of Education, on the call of the Chair, or at the request of the Director of Education. The trustees shall be given a twenty-four (24) hour notice for special meetings except in emergency situations. Such meetings shall be called for specific reasons. Such subjects shall be stated in the notice calling the meeting. Notwithstanding any other provisions to the Board’s By-Laws, no other business shall be considered at a special meeting other than the subjects stated in the notice.”*

The following recommendation is presented in the event that it becomes necessary to call a Special Meeting of the Board to deal with emergency items only and a quorum cannot be achieved, after all reasonable attempts by the Director of Education to achieve quorum during the months of July and August 2023 have been exhausted.

#### RECOMMENDATION

**THAT** the Niagara Catholic District School Board empower Executive Council to approve any actions, of an emergency nature only, as recommended by the Director of Education, only if a quorum cannot be achieved after a Special Meeting of the Board is called as per Board By-Laws, during the months of July and August 2023.

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|                 |   |
|-----------------|---|
| Prepared by:    | Camillo Cipriano, Director of Education/Secretary-Treasurer |
| Presented by:   | Camillo Cipriano, Director of Education/Secretary-Treasurer |
| Recommended by: | Camillo Cipriano, Director of Education/Secretary-Treasurer |
| Date:           | June 20, 2023   |

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
JUNE 20, 2023**

***PUBLIC SESSION***

**TITLE: THE PROVISIONS OF SPECIAL EDUCATION PROGRAMS  
AND SERVICES – SPECIAL EDUCATION PLAN REVISIONS**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the revisions, as set out in Appendix A to be included in the Special Education Plan 2023, as presented.

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Prepared by: Gino Pizzoferrato, Superintendent of Education

Presented by: Gino Pizzoferrato, Superintendent of Education

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

Date: June 20, 2023





## REPORT TO THE BOARD JUNE 20, 2023

### THE PROVISIONS OF SPECIAL EDUCATION PROGRAMS AND SERVICES – SPECIAL EDUCATION PLAN REVISIONS

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#### BACKGROUND INFORMATION

The Ministry of Education requires district school boards to publicly make available a comprehensive report regarding the current special education programs and services of the Board. *Building Bridges to Services 2023 and Beyond* is our Board's current version of the Ministry of Education mandated Special Education Plan that includes the components that are defined in *Special Education in Ontario Kindergarten to Grade 12 Policy and Resource Guide 2017* as well as the protocols established in Policy and Program Memorandum 149.

In compliance with *Regulation 464/97*, Student Support staff consults with the Niagara Catholic Special Education Advisory Committee (SEAC) in the preparation and update of the Special Education Plan. Appendix A lists an Executive Summary of the revisions, as approved by the Special Education Advisory Committee at the SEAC meeting of May 10, 2023, that will be incorporated into the current Special Education Plan.

**Motion 1:**       **THAT** the Special Education Advisory Committee approves the revisions to the Provisions of Special Education Programs and Services to be included in the *Special Education Plan 2023*, as presented.

Moved by: Trustee Marino

Seconded by: Rita Smith

**CARRIED**

**Motion 2:**       **THAT** the Special Education Advisory Committee forwards the *Special Education Plan 2023* to the Committee of the Whole for their consideration and approval.

Moved by: Monique Somma

Seconded by: Krystine Donato

**CARRIED**

A checklist that notes the plan's component parts, updated sections and the URL leading to the Special Education Plan on our Board's website is annually completed and submitted to the London Regional Education Office by July 31<sup>st</sup> each year. Once all revisions are finalized, the 2023 Plan will be accessible through Niagara Catholic's website.

The Niagara Catholic District School Board recognizes that the updated *Special Education Plan 2023* is a valuable resource to students, parents, school, and Board staff. In the fall of each year, the revised Special Education Plan is accessible via our Niagara Catholic District School Board website.

**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the revisions, as set out in Appendix A to be included in the *Special Education Plan 2023*, as presented

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Prepared by: Gino Pizzoferrato, Superintendent of Education

Presented by: Gino Pizzoferrato, Superintendent of Education

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

Date: June 20, 2023

**Special Education Plan 2022 - Executive Summary of Revisions for SEAC**

General Revisions: Update year to reflect 2022-2023 school year

Part 1: Model for Special Education - NO CHANGE

Part 2: IPRC Process - Update IPRC data numbers

Part 3: Special Education Placement provided by board - Update to reflect Learning Centres of Excellence and remove reference to the Learning Strategies Social Skills Classes

Part 4: IEPs - NO CHANGE

Part 5: Special Education Staff - Update the FTE numbers for job classes

Part 6: Specialized Equipment - NO CHANGE

Part 7: Transportation - NO CHANGE

Part 8: Transition Planning - NO CHANGE

Part 9: Roles and Responsibilities in Spec Ed - NO CHANGE

Part 10: Categories of Exceptionalities - NO CHANGE

Part 11: Prov and Demo Schools - NO CHANGE

Part 12: Board's Consultation Process - NO CHANGE

Part 13: SEAC - update membership information, and indicate the public consultation via survey

Part 14 - early identification - NO CHANGE

Part 15 - Educational and other assessments - NO CHANGE

Part 16: Coordination of services other ministries - NO CHANGE

Part 17: - Specialized Health support - NO CHANGE

Part 18: Staff Development - Update to reflect activities from the current school year

Part 19: Accessibility - Update to reflect completed projects from this year

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
JUNE 20, 2023**

***PUBLIC SESSION***

**TITLE: ECOSCHOOLS RESULTS FOR 2022-2023**

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The EcoSchools Results for 2022-2023 report is presented for information.

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Prepared by: Clark Euale, Controller of Facilities Services  
Jennifer Lanese, Niagara Catholic EcoSchools Coordinator

Presented by: Clark Euale, Controller of Facilities Services

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

Date: June 20, 2023



## **REPORT TO THE BOARD JUNE 20, 2023**

### **ECOSCHOOLS RESULTS FOR 2022-2023**

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#### **BACKGROUND INFORMATION**

EcoSchools Canada is the largest K-12 Environmental Education Certification Program in Canada. Through collaboration with educators, students, parents, school board/district officials, and community organizations, they work to address climate change by fostering environmental leadership in school communities.

Since 2005, EcoSchools Canada's award-winning certification framework has provided independent reporting and recognition for schools and outdoor and environmental education centres. Reaching about 1 million students annually. They are the largest bilingual, voluntary environmental certification programs for K-12 schools in Canada; engaging across all levels of the education sector, including students, teachers, Trustees and parents through training workshops, webinars, annual conferences, educational resources, and national campaigns.

EcoSchools certification represents environmental excellence for elementary through secondary schools in Canada. Participation in the program allows students, all school staff and parents to get a clear picture of their current environmental practices and take action to reduce their environmental footprint.

Each year, our schools apply for certification by undertaking environmental actions, campaigns, and projects, and then recording them in the online EcoSchools Certification Application to earn points. At the end of the year, school applications are assessed based on a standard established over 10 years of benchmarking and are awarded a final certification level from Platinum, Gold, Silver, Bronze or Participation.

#### **EcoTeams**

Every school forms a group of dedicated environmental champions called an EcoTeam who are responsible for leading EcoSchools actions and initiatives. EcoTeams can range from just a few members to whole schools, and operate best with a diverse membership base, including students, staff, parents, and community partners.

#### **Engaging in Environmental Actions**

Actions make up the backbone of EcoSchools certification, and consist of a variety of fun and educational projects, campaigns, lessons, and challenges that help schools assess and improve their environmental practices. Actions are designed to be flexible and adaptable to all curricula and school types to ensure that everyone across Canada can pursue certification. EcoSchools actions also connect schools to Niagara Catholic's Environmental Stewardship and Sustainability Policy, United Nations' Sustainable Development Goals, and the Global Foundation for Environmental



Education. Schools can select from dozens of engaging actions like waste-free lunches, planting gardens, Good-On-One-Side or GOOS Paper campaigns, and conducting energy audits among many other exciting options.

Niagara Catholic has been participating in the EcoSchools Canada Program since 2007 with the majority of schools obtaining certification levels of Platinum, Gold, Silver and Bronze.

For the 2022/23 school year, we are very excited and proud to announce that 98% of our schools are certified with the EcoSchools Canada Program. Congratulations to all of our schools who worked so hard to accomplish this during a very busy school year. Well done!

The following is a summary of the results for 2022-2023.

|   |   |   |
|---|---|---|
|    | <p>Blessed Trinity CSS<br/>           Denis Morris CHS<br/>           Notre Dame College<br/>           Notre Dame Elementary<br/>           Our Lady of Victory<br/>           St Alexander<br/>           St Andrew<br/>           St Ann (SC)</p>  | <p>St Denis<br/>           St George<br/>           St John Bosco<br/>           St John Henry Newman<br/>           St Martin<br/>           St Nicholas<br/>           St Therese (PC)</p>  |
|  | <p>Alexander Kuska<br/>           Canadian Martyrs<br/>           Father Hennepin<br/>           Holy Cross CSS<br/>           Holy Name<br/>           Lakeshore CHS<br/>           Loretto Catholic<br/>           Mary Ward<br/>           Our Lady of Fatima (G)<br/>           Our Lady of Fatima (SC)<br/>           Our Lady of Mount Carmel<br/>           Sacred Heart<br/>           Saint Francis CSS<br/>           Saint Paul CHS<br/>           St Alfred<br/>           St Ann (P)</p> | <p>St Anthony<br/>           St Elizabeth<br/>           St Joseph (FE)<br/>           St Joseph(G)<br/>           St Kevin<br/>           St Mark<br/>           St Mary (NF)<br/>           St Mary (W)<br/>           St Michael (NOTL)<br/>           St Patrick (NF)<br/>           St Patrick (PC)<br/>           St Philomena<br/>           St Teresa of Calcutta<br/>           St Theresa<br/>           St Vincent de Paul</p> |
|  | <p>Assumption<br/>           Our Lady of the Holy Rosary<br/>           St Edward</p>   | <p>St John<br/>           St Peter</p>  |

|   |                                   |                                       |
|---|-----------------------------------|---------------------------------------|
|  | Saint Michael CHS<br>St Augustine | St Christopher<br>St Gabriel Lalemant |
|  | St. James                         |                                       |

The EcoSchools Results for 2022-2023 report is presented for information.

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Prepared by: Clark Euale, Controller of Facilities Services  
 Jennifer Lanese, Niagara Catholic EcoSchools Coordinator

Presented by: Clark Euale, Controller of Facilities Services

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

Date: June 20, 2023

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
JUNE 20, 2023**

***PUBLIC SESSION***

**TITLE: MINUTES OF THE SPECIAL EDUCATION ADVISORY  
COMMITTEE (SEAC) MEETING OF MAY 10, 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 May 10, 2023, as presented for information.





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

**WEDNESDAY, MAY 10, 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 – S. Walsh**

*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 – “I Am the Vine”

**3. Roll Call**

| <b>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          |                |
| Palumbo, Pina      | Down Syndrome Niagara                               | x          |                |
| Attree, Alexandria | Autism Ontario Niagara Region                       |            | x              |
| T.B.D.             | Indigenous Representative                           |            |                |
| Smith, Lorraine    | Mainstream  | x          |                |
| Smith, Rita        | Community Living (Port Colborne/Wainfleet)          | x          |                |

|                    |                                |   |   |
|--------------------|--------------------------------|---|---|
| Wilson, Alyson     | Bethesda Services              |   | x |
| Donato, Krystine   | Community Representative       | 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 |
|---|--|-----|---------|
| Grzybala, Kathy<br>(for 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 Deaf/Hard of Hearing          | x   |         |
| Criddle, Ann Marie                      | Program Resource Teacher                     | x   |         |
| Fisher, Amber                           | Niagara Support Services (NSS)               |     | x       |
| Davies, Elizabeth                       | Administrative Assistant/Recording Secretary | x   |         |

**1. Approval of the Agenda**

**Moved by:** Trustee Marino

**Seconded by:** L. Smith

**2. Declaration of Conflict of Interest**

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

**3. Approval of Minutes of the Special Education Advisory Committee Meeting of April 12, 2023**

**Moved by:** L. Smith

**Seconded by:** Trustee Marino

**C. PRESENTATIONS**

**1. Special Education Finance** - Giancarlo Vetrone

**2. Community Living Port Colborne “Truths About Institutionalization”** - Jennifer Palermo

**D. AGENDA ITEMS**

**1. Down Syndrome Letter – New Committee Member Andrea Pede – Chair Somma**

Pina retiring. Nomination letter for new representative Andrea Pede

**Motion to approve:** L. Smith

**Seconded:** P. Palumbo

2. **Special Education Plan Update** – Superintendent Pizzoferrato

Overview of proposed updates

General Update:

Learning Centre of Excellence is undergoing change. Classrooms will not be operating in the fall. Communication still ongoing with families. Learning has been beneficial. Intent was good but over-all did not receive a good response. (12 students only). Families want students to remain connected to their home schools.

Dan Giancola: Executive summary of revisions to the plan shared.

Removal of reference to Learning Strategies Social Structure (LSSE)

*1. A motion was put forward by Trustee Marino at the May 10, 2023 SEAC meeting to approve the revisions presented of the Special Education Plan 2023 2024.*

Moved By: Trustee Marino

Seconded By: R. Smith

VOTE: 8 approved/0 opposed/0 abstentions

*2. Chair Somma put forward a motion at the May 10, 2023 SEAC meeting to forward the approval of the Special Education Plan 2023 2024 to CW for consideration*

Approved By: Chair Somma

Seconded By: K. Donato

VOTE: 8 approved/0 opposed/0 abstentions

3. **Ministry Survey on In Person Attendance Requirements for Board and Committee Meetings** –

Superintendent Pizzoferrato

Copy of email attached

**E. AGENCY REPORTS**

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

N/A

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

- Our annual **Help Kids Shine Campaign** launched May 1st. We invite our community partners and families in the community to participate in our fundraising events. You can find details here: <https://niagarachildrenscentre.akaraisin.com/ui/helpkidsshine2023>
- Please continue to check and share our Events calendar: <https://niagarachildrenscentre.com/calendar>
- We have included opportunities for families preparing children to attend school, as well as information sessions about community services.
- Our Transition to School Process continues. Our clinicians are consistently picking up new children off our waitlists and ensuring that we encourage families to register for school and then supporting that process.
- Our SBRS OT/PT Tiered Model pilot in partnership with Catholic Board continues and we are so grateful for this collaboration that will inform the future of SBRS services.
- One of our other Clinical Managers, Rebecca Main, will be coming to the June SEAC meeting to present on SmartStart Hubs.

**Pathstone Mental Health – Tara Kelly**

Riverhouse location is coming along. Should be complete in the next couple of weeks.

**Down Syndrome Niagara – Pina Palombo (& Andrea Pede)**

- Trivia Night 2023 returning on June 3, 2023 at the Merritton Community Centre
- DSN will be back participating in the Niagara Children Centre Plasma Car Race on May 25 th. DSN Team is made up of our awesome DS athletes and they are the team to beat this year!! All are invited to come out and show their support for this annual fundraiser for the Help Kids Shine Campaign.
- Cross fit work outs are still happening at BILT cross fit gym in Welland and is 100 % funded by the Homies with Chromies foundation. All people with Down Syndrome are invited to attend!
- DSAO ( Down Syndrome Association of Ontario ) offers CAMP 321 and registration is open now <https://camp321.ca/>  
Camp 3-21 is an exciting family experience where children and adults alike can receive some respite from the hectic pace of everyday living. Camp 3-21 offers a wide variety of activities and experiences for families and provides an excellent opportunity for families to network. Register now before spots fill up!
- Some great world news to share – Mattel has the First Down Syndrome Barbie!! Featured all around the world. Global News featured the article about the First DS Barbie

<https://globalnews.ca/news/9649094/barbie-down-syndrome-mattel/?fbclid=IwAR0BYqsVFoNlgUIJtLibC65K2UEeJGIT7s9Z5uSAnhFYeHI28MdXLvnc8>

**Mainstream – Lorraine Smith**

Pathways to Success will be at the Seaway Mall Thursday May 25 from 1:00 to 7:00 p.m.

**Bethesda Services – Alyson Wilson**

**Entry to School Program:** Bethesda and the Niagara Children’s Centre welcomed 88 children across five classrooms to the Ontario Autism Program’s (OAP) Entry to School Program (ETS) in March.

ETS is a six-month curriculum-based service that helps prepare children to enter kindergarten or grade 1 for the first time. Children receive up to 15 hours a week of interdisciplinary group service from March through to the end of August.

The team offers consultations to families and educators to help support the child’s transition to school in the Fall.

We are grateful for support from the NCDSB to offer the ETS program in 3 schools across the region, including: St. Augustine in Welland, St. Vincent de Paul and St. Gabriel Lalemant in Niagara Falls. The other two classrooms are at Bethany Church in St. Catharines and Bethesda’s Niagara Family Centre.

Bethesda offers a variety of different services and supports that are available to families registered with the Ontario Autism Program or Children’s Behaviour Services. Our latest Service Guide can be found on our website - <https://bethesdaservices.com/en/youth/home>. All of the services are free and immediately available to families!

Services include:

- Caregiver and Youth Workshops

- Summer Camps
- Social Recreational Groups
- Outdoor Adventure Activities
- Clinical Group Services
- Family Activities
- Brief Consultation Services (SLP, OT, ABA and Mental Health Services)

For more information about the services offered at Bethesda, please contact our Service Coordinators at (905) 684-6918, ext. 170 or [serviceinfo@bethesdaservices.com](mailto:serviceinfo@bethesdaservices.com).

**Autism Ontario Niagara Region - Alexandria Attree**

N/A

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

Day programming – I am working closely with Lakeshore Catholic. Parents are looking for programming for students who are finishing high school.

We are planning our summer programs.

On Friday, May 12, 2023 Community Living Day. The City of Port Colborne is doing a community flag raising. Pie guys are donating all of their chocolate chip cookie sales as well.

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

May is Community Living Month – The Welland main street bridge was lit up blue and green as well as the CN Tower in Toronto.

CL received a grant to use over the summer in partnership with the Welland Library for tutoring.

**F. STUDENT REPORT**

**Student Senate Representative – Mackenzie Agretto**

N/A

**E. STAFF REPORTS**

**Secondary Principal – A. Felice**

Unstoppable Tracy presented to all secondary schools after the Accessibility Event on May 18, 2023.

Secondary schools are busy with transition visits with students graduating from grade 8

**Elementary Principal – S. Walsh**

Students came back to school truly excited sharing their experiences.

Students were very motivated. It was a great opportunity/experience for our students.

Elementary schools are preparing for EQAO

**Student Support Department - D. Giancola**

As a follow-up to the ALL ACCESS HOME Accessibility Conference for elementary students held on April 18, Accessibility tool kits have been prepared for all elementary schools across the system in preparation for National AccessAbility Week May 28-June 2. Theme of the toolkits is Unstoppable Tracey's (who served as keynote address at the conference) message "No Child Left Behind" (teacher resources, school recess project resources).

1. The **Rick Hansen Foundation** is working with Niagara Catholic to produce accessibility modules for High School students.
2. **LDANR Award:** Niagara Catholic is very grateful for our growing partnership with the Learning Disabilities Association of Niagara Region (LDANR). We have built a strong relationship over the last several years, and we have seen the benefits of this in our students. It is our privilege to have the opportunity to contribute to the Learning Disabilities Association of Niagara, and Niagara Catholic is honoured to be recognized with the “**Outstanding Contributor Award**”. This award speaks to the on-going collaboration and partnership in offering important programs to students with Learning Disabilities and related profiles. Our focus thus far has been grade eight to nine and grade 12 to post secondary transition preparation; however, other program opportunities will also be explored in Literacy and Numeracy to support student achievement. A special thank you to Samantha Sendzik-Sinclair (Executive Director) and her team, for her ongoing support and willingness to partner on a variety of initiatives and programs. The Learning Disabilities Association of Niagara Region have been a pleasure to work with.

We thank the LDANR for this award and we look forward to many more years of collaboration in offering these crucial programs that continue to support student achievement and our families.

3. A capacity-building poster series spearheaded by the Behaviour Resource Teacher Team will soon be distributed to schools connected to self-regulation and mindful practice related to Student Support Professional Development that occurred earlier this year.
4. **Gifted Modules** - This science focused module offered this month hosted by our Program Resource Teachers at Notre Dame College School will engage students in hands-on experience to complete set experiments. Working in the lab, students will learn about lab safety related to the science experiments they will be engaged in. Students will have the opportunity to set up apparatus and use Bunsen Burners as part of their learning. Students implement the scientific method to explore thinking related to boiling points of various solutions and flame tests with learning rooted in particle theory. Thank you to central staff and Notre Dame College staff for coming together to offer our students this wonderful experience.
5. The Student Support department is currently working on a 2023-2024 professional development schedule for ERTs, EAs, and Special Education Classroom Teachers to offer in-services and capacity-building on a regular meeting schedule and on board-designated Professional Activity Days next year. The focus of these sessions is on supporting student independence through implementation of universal support strategies that benefit all students but may be essential for some through a focus on Niagara Catholic’s problem-solving model.
6. Student Support is in the process of data collection from each of our schools to determine the most appropriate supports next school year. This Summary of Needs process allows school staff to flag students that may require support beyond the classroom teacher. Some of this support may be in the form of an Educational Assistant; however, other supports also serve to build and improve student independence. Our central staff serve system staff to build capacity and to

promote a mind-set of being able to handle the next challenge. It's our responsibility to provide our students, families and staff with a variety of support measures that include not only Educational Assistants, but those that will address the academic, social/emotional and spiritual well-being of all students.

**TRUSTEE REPORTS - Trustee Marino**

An increase in the number of students depending on school nutrition programs for food and higher costs for food and delivery has triggered budgetary challenges and an unprecedented need for financial support to maintain the current levels of quality food programming in Niagara schools. At the May 4, 2023 blessing of Our Lady of the Holy Rosary school in Thorold, Mayor Terry Ugulini delivered some good news for Thorold school nutrition programs with the announcement of an anonymous \$41,000 donation to Niagara Nutrition Partners from a Thorold business person. In his remarks, Mayor Ugulini indicated that the anonymous donor was grateful for having a successful business in Thorold and looks upon his financial support of the school nutrition program as a way of giving back to the community. Our Lady of the Holy Rosary school's share of the contribution is \$19,390, and Saint Kateri Tekawitha Catholic Elementary school will also be a beneficiary.

I'm confident that we are deeply grateful to the unidentified Thorold business person for the very generous contribution with possible hopes of others in a compassionate and caring Niagara Region similarly catching the spirit of giving in support of the schools' nutrition program shortage of funds. It should be noted that some other businesses and citizens of Thorold have made donations and their support is also appreciated.

Thanks to concerted efforts by Niagara Nutrition Partners, the magnitude of the financial problems facing the nutrition program in Niagara schools has received widespread publicity through the electronic and print media and local MPP's have delivered these concerns to the hallowed halls of Queens Park. The message has also been carried in several parish bulletins and the Diocesan Vineyard news and there have been some positive results. Sadly, if no increase or newly found funding is forthcoming, the essential nutrition program to feed students in need in Niagara schools will result in disappointing cutbacks and all of us associated with social agencies that have faced similar experiences can truly sympathize.

TVO is doing a special about the funding shortfalls, highlighting Niagara Nutrition Partners, while identifying that the problem is not only isolated to the Niagara Region. They will be doing a deep dive across the province and the growing need for student nutrition.

**G. NCPIC REPORT – Superintendent Pizzoferrato**

On May 3, 2023 the Niagara Catholic Parent Involvement Committee hosted a **Faith Formation and Parent Engagement Event** at Denis Morris Catholic High School.

The evening began with an energetic and engaging presentation delivered by Fr. Tony Ricard and his team from New Orleans, followed by parent workshops that included Decodable Books, Equity and Inclusion, Internet Safety, Math/Coding and Pro Life. Light refreshments and childcare were provided. Children had the opportunity to make their own rosaries and complete activities that focused on the month of May and Mother Mary. Children also had the opportunity to make Mother's Day cards in celebration of their own mothers.

Positive feedback has been received from parents/guardians, administrators and staff that were in attendance.

**H. NOTICES OF MOTION**

None

**I. INFORMATION ITEMS**

None

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

**K. NEXT MEETING**

We are looking for an organization to volunteer to host our next meeting. It's an opportunity to show case your agency.

Wednesday June 7, 2023 at 6:30 pm location T.B.D.

**L. ADJOURNMENT:** 9:00 p.m.

**Motion to Adjourn:** Chair Somma

**Seconded:** Trustee Marino



**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
JUNE 20, 2023**

***PUBLIC SESSION***

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

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**RECOMMENDATION**

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



## MINUTES OF THE AUDIT COMMITTEE MEETING PUBLIC SESSION

**WEDNESDAY, NOVEMBER 23, 2022**

Minutes of the Audit Committee Meeting (public session) of the Niagara Catholic District School Board, held on Wednesday, November 23, 2022 electronically via Zoom Meeting.

The meeting was called to order at 10:07 a.m. by Giancarlo Vetrone, Superintendent of Business and Financial Services.

### A. ROUTINE MATTERS

#### 1. Opening Prayer

Opening Prayer was led by Giancarlo Vetrone, Superintendent of Business and Financial Services.

#### 2. Roll Call

| <u>Trustee Committee Members</u>  | Present | Present Electronically | Absent | Excused |
|-----------------------------------|---------|------------------------|--------|---------|
| Trustee Rhianon Burkholder        |         | ✓                      |        |         |
| Trustee Larry Huibers             |         | ✓                      |        |         |
| Trustee Paul Turner               |         | ✓                      |        |         |
| <u>External Committee Members</u> | Present | Present Electronically | Absent | Excused |
| Mario Falvo                       |         |                        |        | ✓       |
| Charles Skelton                   |         | ✓                      |        |         |

Resources to the Audit Committee were in attendance:

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

Staff in attendance:

**Grant Frost**, Chief Information Officer

**William Mancini**, IT Engineer

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

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

**3. Introduction of New Audit Committee Members**

Giancarlo Vetrone, Superintendent of Business and Financial Services had everyone in attendance at the meeting introduce themselves.

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

Since the Trustees participating in today's Audit Committee Meeting could change at the December 20, 2022 Board Meeting it was recommended by Director Cipriano to defer this process to the next Audit Committee Meeting. Director Cipriano would read through the agenda for this meeting and Trustee Larry Huibers would put the items in the agenda for recommendation to the Trustees.

Moved by Trustee Turner.

Seconded by Trustee Burkholder.

**THAT** the Niagara Catholic Audit Committee approve to defer the Election of Chairperson for the Fiscal Year 2022-2023 till next meeting.

**CARRIED**

**5. Approval of the Public Agenda of November 23, 2022**

Moved by Trustee Turner

Seconded by Trustee Burkholder

**THAT** the Niagara Catholic Audit Committee approve the Agenda of the Audit Committee Meeting (Public Session) of Wednesday, November 23, 2022.

**CARRIED**

**6. Declaration of Conflict of Interest**

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

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

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

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

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

**7.1 September 23, 2022**

Moved by Trustee Turner.

Seconded by Trustee Burkholder

**THAT** the Niagara Catholic Audit Committee approve the Minutes of the Audit Committee Meeting (Public Session) of September 23, 2022.

**CARRIED**

## **B. REPORTS**

### **1. Regional Internal Audit Mandate**

Andrea Eltherington, Regional Internal Audit Manager, recommended that we also defer the presentation and signing of the Audit Mandate until the election of the new Chairperson for the fiscal year 2022-2023 at the next meeting.

Moved by Trustee Turner.

Seconded by Trustee Burkholder.

**THAT** the Niagara Catholic Audit Committee approve to defer the presentation and signing of the Audit Mandate.

**CARRIED**

## **C. BUSINESS IN CAMERA**

Moved by Trustee Turner.

Seconded by Trustee Burkholder.

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

**CARRIED**

The Niagara Catholic Audit Committee moved into the In Camera Session of the Committee Meeting at 10:24 a.m. and reconvened at 10:43 a.m.

## **D. OTHER BUSINESS**

Giancarlo Vetrone, Superintendent of Business and Financial Services and Rosa Rocca, Controller Business and Finance presented the Draft Consolidated Financial Statements for approval to the committee.

Moved by Trustee Turner.

Seconded by Charles Skelton.

**THAT** the Niagara Catholic Audit Committee approve the Draft Consolidated Financial Statements as presented.

**CARRIED**

## **E. FUTURE MEETINGS**

Next Audit Committee Meeting is Friday, June 16, 2023 at 10:00 a.m.

After the December 20, 2022 Board Meeting where the Chair will appoint three Audit Committee Members an extra meeting will be scheduled in February or March to update the members on the Audit Status Reports.

## **F. ADJOURNMENT**

Moved by Trustee Burkholder.

Seconded by Trustee Turner.

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

**CARRIED**

Meeting was adjourned at 11:18 a.m.