

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

PUBLIC SESSION

**TOPIC: UNAPPROVED MINUTES OF THE COMMITTEE OF THE
WHOLE MEETING OF NOVEMBER 14, 2023**

RECOMMENDATION

THAT the Niagara Catholic District School Board receive the unapproved Minutes of the Committee of the Whole Meeting of November 14, 2023, as presented.

The following recommendations are being presented for the Board's consideration from the Committee of the Whole Meeting of November 14, 2023:

7.1.1 Community Use of Facilities Policy (800.2)

THAT the Niagara Catholic District School Board approve the Community Use of Facilities Policy (800.2), as presented.

7.1.2 Admission of Elementary and Secondary Students Policy (301.1)

THAT the Niagara Catholic District School Board approve the Admission of Elementary and Secondary Students Policy (301.1), as presented.

7.1.3 Attendance Area Review – Blessed Trinity Catholic Elementary and Secondary Family of Schools – Terms of Reference

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

- i. Establishment of the attendance area for the New Town of Lincoln (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.
- ii. Align student enrolment across the Blessed Trinity Catholic Elementary Family of Schools in order to alleviate enrolment pressure.



MINUTES OF THE COMMITTEE OF THE WHOLE MEETING TUESDAY, NOVEMBER 14, 2023

Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, November 14, 2023 in the Father Kenneth Burns c.s.c. Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

The meeting was called to order at 6:30 p.m. by Chair Di Lorenzo for Vice-Chair Burkholder. Trustee Joyner acted as Vice-Chair.

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayer was led by Trustee Bruzzese

2. Roll Call

Chair Di Lorenzo noted that Trustee Benoit, Huibers and Student Trustee Johnstone asked to be excused, and Trustee Burkholder joined electronically.

Trustee	Present	Present Electronically	Absent	Excused
Natalia Benoit				✓
Joseph Bruzzese	✓			
Rhianon Burkholder		✓		
Danny Di Lorenzo	✓			
Larry Huibers				✓
Doug Joyner	✓			
Jim Marino	✓			
Paul Turner	✓			
Student Trustees				
Charlotte Johnstone				✓
Emilio Geremia	✓			

The following staff were in attendance:

Camillo Cipriano, Director of Education; **Lee Ann Forsyth-Sells, Kimberly Kinney, Gino Pizzoferrato, Pat Rocca, Domenic Massi, Joseph Zaroda**, Superintendents of Education; **Giancarlo Vetrone**, Superintendent of Business & Financial Services; **Clark Euale**, Controller of Facilities Services; **Julia Tiessen**, Executive Officer of Human Resources; **Anna Pisano**, Recording Secretary/Administrative Assistant, Corporate Services

3. Approval of the Agenda

Moved by Trustee Marino

THAT the Committee of the Whole approve the Agenda of the Committee of the Whole Meeting of November 14, 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 October 10, 2023

Moved by Trustee Marino

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of October 10, 2023, as presented.

CARRIED

6. Consent Agenda Items

Trustee Di Lorenzo requested Item 6.4 be held. This item was moved to Committee and Staff Reports Section D of the agenda.

6.1 Staff Development Department Professional Development Opportunities

Presented for information.

6.2 Capital Projects Progress Report Update

Presented for information.

6.3 2023-2024 Parents Reaching Out (PRO) Grants

Presented for information.

6.4 Student Achievement Plan 2023-2024

Moved to Section D

6.5 Attendance Area Review – Blessed Trinity Catholic Elementary and Secondary Schools Terms of Reference

Moved by Trustee

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

- i. Establishment of the attendance area for the New Town of Lincoln (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.
- ii. Align student enrolment across the Blessed Trinity Catholic Elementary Family of Schools in order to alleviate enrolment pressure.

CARRIED

Moved by Trustee Joyner

THAT the Committee of the Whole adopt consent agenda items.

CARRIED

B. PRESENTATIONS

C. GOVERNANCE POLICIES

1. Governance Policies for Recommendation to the Board

1.1. Community Use of Facilities Policy (800.2)

Director Cipriano noted no vetting comments were received for the Community Use of Facilities Policy (800.2).

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

- No amendment

Moved by Trustee Bruzzese

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Community Use of Facilities Policy (800.2), as presented.

APPROVED

1.2. Admission of Elementary and Secondary Students Policy (301.1)

Domenic Massi, Superintendent of Education, presented feedback received from the vetting process and highlighted recommended amendments to the Admission of Elementary and Secondary Students Policy (301.1), 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 Admission of Elementary and Secondary Students Policy (301.1), as presented.

APPROVED

2. Governance Policies Prior to Vetting

2.1. Employee Hospitality Policy (201.14)

Giancarlo Vetrone, Superintendent of Business & Financial Services, presented the Employee Hospitality Policy (201.14).

The Committee of the Whole suggested the following amendments:

- Paragraph 6 – change to “*All approved expenditures*”

The Committee of the Whole requested that the Employee Hospitality Policy (201.14), be vetted from November 15, 2023 to January 23, 2024 with a recommended deadline for presentation to the Committee of the Whole in February, for consideration to the Board in February.

2.2. Student Transportation Policy (500.2)

Superintendent Vetrone presented the Student Transportation Policy (500.2)

The Committee of the Whole suggested the following amendments:

- No amendment

The Committee of the Whole requested that the Student Transportation Policy (500.2), be vetted from November 15, 2023 to January 23, 2024 with a recommended deadline for presentation to the Committee of the Whole in February, for consideration to the Board in February.

3. Governance Policy Review Schedule

Presented for information.

D. COMMITTEE AND STAFF REPORTS

1. Facilities Services: State of Infrastructure 2023-2024

Clark Euale, Controller of Facilities Services presented the Facilities Services: State of Infrastructure 2023-2024 for Trustee information.

Controller Euale answered questions of Trustees.

2. **K-12 Experiential Learning and Technology, Specialist High Skills Major (SHSM), Cooperative Education and Ontario Youth Apprenticeship Program (OYAP)**

Joseph Zaroda, Superintendent of Education provided background information on the K-12 Experiential Learning and Technology, Specialist High Skills Major (SHSM), Cooperative Education and Ontario Youth Apprenticeship Program (OYAP) and introduced Erin Farkas, Coordinator-Experiential Learning (K-12) - Technology, Specialist High Skills Major, Co-op and Ontario Youth Apprenticeship Program, Pat Mete, Coordinator of Student Success, Tino Nuccitelli, Consultant- Specialist High Skills Major Certifications, Dual Credits and Experiential Learning.

Ms. Farkas, Mr. Mete and Mr. Nuccitelli presented the SHSM and OYAP report for Trustee information.

Ms. Farkas, Mr. Mete and Mr. Nuccitelli answered questions of Trustees.

3. **Monthly Updates**

3.1 **Student Trustees' Update**

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

3.2 **Senior Staff Good News Update**

Senior Staff highlights included:

Superintendent Kinney

- Along with 20 delegates attending the *When Faith Meets Pedagogy Conference*, Niagara Catholic presented four workshops.
- Rose General Corps and Amanda Boyer, our early years and religion consultants, recently hosted a workshop centered on the faith journey of young learners and explored the book "Drawing God" by Karen Kiefer. The fifth World Drawing Day on November 8th garnered an overwhelming response with over 3,000 students from 245 classes participating.

Superintendent Forsyth-Sells

- St. Christopher Catholic Elementary School in Niagara Catholic has nominated the outstanding kindergarten team for the Early Childhood Community Development Center Kindergarten Team Excellent Award.
- St. Michael Catholic Elementary School, during Treaty Recognition Week, set up a Tiny Museum displaying indigenous artifacts. Additionally, congratulations to St. Michael for securing first place in the Niagara region's Paint a Plow initiative, with the slogan "Catch Our Drift." The school will be provided with a truck and trailer for participation in the Niagara-on-the-Lake Santa Claus Parade.

Superintendent Massi

- Emmy, an eighth-grade student at St. John Henry Newman organized a heartfelt cancer fundraiser in gratitude for her mother's battle with breast cancer and the support received at Juravinski Cancer Center. Selling pink bracelets for a \$2 donation throughout October in the school foyer, Emmy and her team raised a total of \$1,600. On November 10th, Emmy and her mom visited Juravinski to present the donation, highlighting the school community's strong support for the cause.

Trustee Marino

- Remembrance Day ceremonies and presentations were well-prepared, informative, and effectively conveyed the significance of the occasion. The students' outstanding behavior, their attentiveness, and respect during the ceremonies were noteworthy.

4. Consent Agenda Item A6.4 Student Achievement Plan 2023-2024

Superintendent Kinney answered questions of Trustees.

E. INFORMATION

1. Trustee Information

1.1 2024 OCSTA Trustee Award of Merit

1.2 2024 OCSTA Student Trustee Alumni Award

Director Cipriano highlighted the 2024 OCSTA Trustee Award of Merit and Student Trustee Alumni Award, and noted the deadline for receipt of nominations in the OCSTA office is 12:00 p.m. Friday, January 12, 2024.

1.3 OCSTA Memorandum – Consultation on Accelerated Apprenticeship Pathway

Director Cipriano highlighted the OCSTA Memorandum regarding Consultation on Accelerated Apprenticeship Pathway and noted the November 17, 2023 deadline for feedback.

F. OTHER BUSINESS

1. General Discussion to Plan for Future Action

Director Cipriano reminded Trustees of the Special In-Camera Board meeting on November 21, 2023 beginning at 6:00 pm.

Director Cipriano noted that in two weeks, the November board meeting will signify the completion of the first year of the four-year term for this Board of Trustees. Following this, on December 5th, will be the Organizational Board meeting at 6:00 pm. Prior to the Organizational Board meeting will be the Indigenous training session for trustees at 4:30 pm, led by Gary Parker.

G. BUSINESS IN CAMERA

H. REPORT ON THE IN-CAMERA SESSION

I. ADJOURNMENT

Moved by Trustee Marino

THAT the November 14, 2023 Committee of the Whole Meeting be adjourned.
CARRIED

This meeting was adjourned at 8:45 p.m.

Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **November 14, 2023.**

Approved on **December 5, 2024.**

Rhianon Burkholder
Vice-Chair of the Board

Camillo Cipriano
Director of Education/Secretary -Treasurer

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

PUBLIC SESSION

TITLE: COMMUNITY USE OF FACILITIES POLICY (800.2)

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Community Use of Facilities Policy (800.2), as presented

Prepared by: Clark Euale, Controller of Facilities Services

Presented by: Clark Euale, Controller of Facilities Services

Recommended by: Committee of the Whole

Date: November 28, 2023



Niagara Catholic District School Board

COMMUNITY USE OF FACILITIES POLICY

STATEMENT OF GOVERNANCE POLICY

800 – Schools and Community Councils

Policy No. 800.2

Adopted Date: April 28, 1998

Latest Reviewed/Revised Date: June 18, 2019

In keeping with the Mission, Vision and Values of the Niagara Catholic District School Board, the Niagara Catholic District School Board supports the responsible use of Board facilities by the community where it does not detract from the operations of the facility as it pertains to Board and / or School programs.

Niagara Catholic acknowledges that schools in Ontario are recognized as hubs for community activity and will be affordable and accessible to communities in order to support the goals of a healthier Ontario, stronger communities and student success.

A schedule of fees will reflect the varying nature and purpose of the community use of its facilities based on the fee structure as determined by the community use classifications.

The schedule of fees shall be reviewed and revised annually by Senior Administrative Council.

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

References

- [Accepting Schools Act, \(2012\)](#)
- [Fire Safety Reference Guide for Schools \(Updated February 2013\)](#)
- [Smoke Free Ontario Act 2017](#)

Niagara Catholic District School Board Policies/Procedures/Documents

- [Accessibility Customer Services Policy \(800.8.1\)](#)
- [Access to Board Premises \(302.6.3\) AOP](#)
- [Code of Conduct Policy \(302.6.2\)](#)
- [School Operations for Inclement Weather and Workplace Closure Policy \(500.1\)](#)
- [User Group Classifications and Fees](#)

Adopted Date: April 28, 1998

Revision History:
April 18, 2000
February 25, 2003
March 17, 2003
August 31, 2006
February 28, 2012
June 18, 2013
June 18, 2019

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

PUBLIC SESSION

**TITLE: ADMISSION OF ELEMENTARY AND SECONDARY
STUDENTS' POLICY (301.1)**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Admission of Elementary and Secondary Students Policy (301.1), as presented

Prepared by: Domenic Massi, Superintendent of Education

Presented by: Domenic Massi, Superintendent of Education

Recommended by: Committee of the Whole

Date: November 28, 2023



Niagara Catholic District School Board
**ADMISSION OF ELEMENTARY AND
SECONDARY STUDENTS' POLICY**
STATEMENT OF GOVERNANCE POLICY

300 – Schools/Students

Policy No 301.1

Adopted Date: February 24, 1998

Latest Reviewed/Revised Date: April 23, 2019

In keeping with the Mission, Vision and Values of the Niagara Catholic District School Board, the Board supports a welcoming, equitable, safe and accepting learning environment in which the teachings of Christ and the Catholic faith provide a distinctive Catholic education for elementary and secondary students within its jurisdiction.

The Board, in cooperation with the Bishop, Priests, Chaplaincy Leaders and the parent/guardian community, fosters the spiritual growth of all students enabling them to become responsible citizens, who give witness to Catholic social teachings by promoting peace, justice and the sacredness of human life.

Niagara Catholic elementary schools are open to non-Catholic students, with the support of the principal, and approval by the Family of Schools' Superintendent, if the school has capacity to accommodate the request. This process is only a requirement for admission of non-Catholic students to elementary schools. It does not apply to non-Catholic students entering Catholic secondary schools.

Parents/guardians who request admission for students to a Niagara Catholic school are expected to respect the environment and traditions of Catholic Education, the Ontario Catholic School Graduate Expectations and the Board Governance Policies and Administrative Operational Procedures. Students electing to attend a Niagara Catholic elementary or secondary school will be expected to fully participate in religious education classes/courses, family life programs and faith formation activities.

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

References

- *Pope Paul VI – “Live your faith in your daily lives, at home and in school; and show true Christian love to your schoolmates. Be patient and understanding, pray for each other, help each other; obey the voice of your conscience, and strive for Christian unity with all.”*
- [Aboriginal Affairs and Northern Development Canada](#)
- [Education Act \(Section 33 \(3\), 1997\)](#)
- [Immigration and Refugee Protection Act \(Canada\)](#)
- [International Exchange Student - Ontario \(ISE\)](#)
- [Ontario Catholic School Graduation Expectations](#)

Niagara Catholic District School Board Policies/Procedures

- [Attendance Areas Policy \(301.3\)](#)
- [Code of Conduct Policy \(302.6.2\)](#)
- [Dress Code Secondary Uniform Policy \(302.6.6\)](#)
- [Elementary Standardized Dress Code Policy \(302.6.10\)](#)
- [Ontario Student Record \(301.7\) Administrative Operational Procedures](#)
- [Safe and Accepting Schools Policy \(302.6\)](#)
- [Student Transportation Policy \(500.2\)](#)

- *Voluntary and Confidential Indigenous Students First Nation, Métis and Inuit Self-Identification (301.9) Administrative Operational Procedures*
- *Protocol Between the NCDSB and FACS Niagara*

Adopted Date:	February 24, 1998
Revision History:	June 16, 2009 January 26, 2010 April 27, 2010 February 26, 2013 December 17, 2013 June 16, 2015 April 23, 2019

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

PUBLIC SESSION

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

RECOMMENDATION

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

- i. Establishment of the attendance area for the New Town of Lincoln (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.
- ii. Align student enrolment across the Blessed Trinity Catholic Elementary Family of Schools in order to alleviate enrolment pressure.

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: November 28, 2023



REPORT TO THE COMMITTEE OF THE WHOLE NOVEMBER 14, 2023

ATTENDANCE AREA REVIEW – BLESSED TRINITY CATHOLIC ELEMENTARY AND SECONDARY FAMILY OF SCHOOLS – TERMS OF REFERENCE

BACKGROUND INFORMATION

On June 30, 2023 the Board approved the following Terms of Reference for the Blessed Trinity Catholic Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee:

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

On October 25, 2023, the Blessed Trinity Catholic Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee agreed that the Terms of Reference be revised to refer to the new Catholic elementary school as the “New Town of Lincoln (Beamsville) Catholic Elementary School”.

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:

- i. Establishment of the attendance area for the New Town of Lincoln (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.
- ii. Align student enrolment across the Blessed Trinity Catholic Elementary Family of Schools in order to alleviate enrolment pressure.

RECOMMENDATION

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

- i. Establishment of the attendance area for the New Town of Lincoln (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.
- ii. Align student enrolment across the Blessed Trinity Catholic Elementary Family of Schools in order to alleviate enrolment pressure.

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: November 14, 2023

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

PUBLIC SESSION

**TITLE: MINUTES OF THE NIAGARA CATHOLIC PARENT
INVOLVEMENT COMMITTEE (NCPIC) MEETING OF
MAY 11, 2023**

RECOMMENDATION

THAT the Niagara Catholic District School Board receive the Minutes of the Niagara Catholic Parent Involvement Committee (NCPIC) Meeting of May 11, 2023, as presented for information.



**MEETING MINUTES OF THE
NIAGARA CATHOLIC PARENT INVOLVEMENT COMMITTEE**

May 11, 2023

Minutes of the Meeting of the Niagara Catholic Parent Involvement Committee, held on Thursday, May 11, 2023 at 6:30 p.m., in the Father Kenneth Burns csc Board Room at the Catholic Education Centre, 427 Rice Road, Welland, ON.

Co-Chair Annen called the meeting to order at 6:32p.m.

A. ROUTINE MATTERS

1. Land Acknowledgement and Opening Prayer
Superintendent Forsyth-Sells led the Land Acknowledgement and Opening Prayer.

2. Roll Call:

Regrets: Fr. Paul MacNeil, Julie Bateman, Rita Colling, Stephanie Ireland and Ian Woods

Parent Members	Geographical Area	Present In-person	Present Electronically	Excused	Absent
Lindsey Spanik	Grimsby/Lincoln/West Lincoln				√
Alexandria Attree	Merritton/Thorold	√			
Ian Woods	Merritton/Thorold			√	
Julie Bateman	Niagara Falls			√	
Marilyn Fabiano	Niagara Falls	√			
Olivia O'Reilly-Romanoff	Niagara Falls				√
Luciano Robazza	Niagara Falls		√		
Brenda Annen	St. Catharines/Niagara-on-the-Lake	√			
Rita Colling	St. Catharines/Niagara-on-the-Lake			√	
Jeremy Harb	St. Catharines/Niagara-on-the-Lake		√		
Stephanie Ireland	St. Catharines/Niagara-on-the-Lake			√	
Melanie Oakes-Flegg	Welland/Pelham	√			
Carrie Vernelli	Welland/Pelham	√			
Fr. Paul MacNeil	Bishop/Diocesan Representative			√	
Ava Venzon	Secondary Student Senate Representative	√			
Trustees					
Natalia Benoit	Trustee				√
Joe Bruzzese	Trustee	√			

The following staff attended:

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

3. Approval of the Agenda

Moved by: Alexandria Attree

THAT the Niagara Catholic Parent Involvement Committee approve the Agenda of the Niagara Catholic Parent Involvement Committee Meeting of May 11, 2023 as presented.

CARRIED

4. Declaration of Conflict of Interest

No declarations of conflict of interest were declared with any item on the agenda.

5. Approval of the Minutes of the Niagara Catholic Parent Involvement Committee Meeting of March 2, 2023

Moved by: Carrie Vernelli

THAT the Niagara Catholic Parent Involvement Committee approve the minutes of the Niagara Catholic Parent Involvement Committee Meeting of March 2, 2023 as presented.

CARRIED

B. PRESENTATIONS

Niagara Catholic Budget 2023-2024-Superintendent of Business and Financial Services, Giancarlo Vetrone

- Superintendent of Business and Financial Services, Giancarlo Vetrone presented the Niagara Catholic Budget for 2023-2024 for information. A brief question and answer session followed.

C. SUBCOMMITTEE REPORT

Feedback Faith Formation/Parent Engagement Event-May 3, 2023 at Denis Morris Catholic High School

- Josie Rocca provided an overview of the event.
- Alexandria Attree reported that positive feedback was received from participants. The presentation by Fr. Tony and his team was energetic and engaging and the parent workshops were informative. Two recommendations were to provide a longer timeframe for future parent workshops and enhanced promotion of the future events (i.e., Instagram, Facebook, Twitter, School Messenger, etc.).

D. POLICY

Co-Chair Annen reported that the Occupational Health and Safety Policy (201.6), Employee Workplace Harassment Policy (201.7) and the Employee Workplace Violence Policy (201.11) are currently being vetted.

1. Feedback to be submitted on behalf of the NCPIC is to be sent to Yvonne Anderson, no later than 12:00 p.m. on Tuesday, May 23, 2023.
2. Feedback being submitted as an individual is to be submitted directly to Anna Pisano, no later than 12:00 p.m. on Wednesday, May 24, 2023.

E. CO-CHAIRS REPORT

1. Co-Chair Annen reported that she and Co-Chair Vernelli are representing the NCPIC on the Niagara Catholic Growth and Retention Ad Hoc Committee. The focus of the committee is to discuss best practices to increase enrolment and retention rates. Suggestions have included; the addition of childcare sites to increase kindergarten enrolment; improved communication via social media; updated school websites; and increased interaction between secondary schools and their feeder schools.
2. Co-Chair Annen reported on her volunteer experience with the PROM Project and encouraged donations to this worthy cause. Elementary Principal, Tornabuono stated that the West Lincoln Community Centre also supported a similar program for students.

F. OAPCE REPORT

Co-Chair Annen stated that on April 20, 2023, Ian Woods notified the NCPIC that he would be continuing as a parent representative on the NCPIC, but would be stepping down as the Niagara Catholic OAPCE Regional Director, effective immediately.

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

1. Celebrating Excellence Award Ceremony 2023

Superintendent Forsyth-Sells provided a report on the Celebrating Excellence Award, Catch the Spirit Award and the Distinguished Alumni celebration held on Tuesday, May 2, 2023 at the Brock University Sean O'Sullivan Theatre. Award recipients have been posted on the Board website.

2. NCPIC Membership and Meeting Dates 2023-2024

Superintendent Forsyth-Sells provided a report on the NCPIC Membership and Meeting Dates for the 2023-2024 school year.

3. NCPIC Financial Report

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

H. BISHOP/DIOCSEAN REPORT

Co-Chair Annen, on behalf of Fr. Paul MacNeil provided Fr. Paul's report on:

- the commitment of the Catholic Church to raise funds to support the Indigenous reconciliation efforts across the country
- staying informed through the Vineyard Magazine and the Diocesan website

I. STUDENT SENATE REPORT

Ava Venzon provided a report on the:

- Student Senate Symposium and Elections
- "Time To Shine Formal" for students with special education needs
- Secondary Student Senate Scholarships

J. SEAC REPORT

Alexandria Attree provided a report on the:

- Accessibility Conference for students with Unstoppable Tracy
- Accessibility Conference for parents with Unstoppable Tracy and Dr. Lauren McNamara
- Autism Ontario-Scholarships
- Niagara Catholic Special Education Department was honoured to a recipient of the Learning Disabilities Association of Niagara Region (LDANR) “Outstanding Contributor Award”
- SEAC Handbook
- Down Syndrome Trivia Night-June 3, 2023-Merritton Community Centre

K. STAFF REPORTS

Joe Tornabuono, Elementary Principal and Kevin Timmins, Secondary Principal provided reports on all the wonderful spiritual, social, athletic and academic initiatives taking place in our schools.

- Catholic Education Week
- Mental Health Week
- Social Justice Activities
- Sacraments of First Holy Communion and Confirmation
- Educational Field Trips and Athletics
- EQAO Assessments in Reading, Writing and Mathematics, Grade 9 Mathematics and the Ontario Secondary School Literacy Test (OSSLT)
- Elementary and secondary graduations and end-of-year community events

L. TRUSTEE REPORTS

- Nil Report

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

- No new business or agenda items were received.

N. NEXT MEETING: Thursday, September 7, 2023 at 6:30 p.m., at the Catholic Education Centre
(this is the last meeting of the 2022-2023 school year)

O. CLOSING PRAYER: Superintendent Forsyth-Sells led the closing prayer.

P. ADJOURNMENT

Moved by: Alexandria Attree

THAT the Niagara Catholic Parent Involvement Committee Meeting of May 11, 2023 be adjourned.

CARRIED

This meeting was adjourned at 8:08p.m.

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

PUBLIC SESSION

**TITLE: MINUTES OF THE GROWTH & RETENTION AD HOC
COMMITTEE MEETING OF MAY 30, 2023**

RECOMMENDATION

THAT the Niagara Catholic District School Board receive the Minutes of the Growth & Retention Ad Hoc Committee Meeting of May 30, 2023, as presented for information.



MINUTES OF THE GROWTH AND RETENTION AD HOC COMMITTEE MEETING

TUESDAY, MAY 30, 2023

Minutes of the Growth and Retention Ad Hoc Committee Meeting of the Niagara Catholic District School Board, held on Tuesday, May 30, 2023 at 5:30 p.m. in the Father Kenneth Burns c.s.c. Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

The meeting was called to order at 5:42 p.m. by Chair Turner.

2. **Opening Prayer**

Opening Prayer were led by Trustee Di Lorenzo.

3. **Roll Call**

Members	Affiliations		Present	Absent	Excused
Joseph Bruzzese	Trustee		✓		
Danny Di Lorenzo	Trustee		✓		
Jim Marino	Trustee		✓		
Paul Turner	Trustee		✓		
Brenda Annen	NCPIC				✓
Liam Disley	Elementary Student Rep		✓		
Charlotte Johnstone	Student Trustee			✓	
Fr. Paul MacNeil	Diocese				✓
Anna Maxner	CUPE			✓	
Jennifer McArthur	OECTA Elementary		✓		
John Piccoli	OECTA Secondary		✓		
Rawan Omran	Elementary Student Rep				✓
Willow Shawanoo	Indigenous Community			✓	
Juliette Sullivan	Elementary Student Rep			✓	
Carrie Vernelli	NCPIC		✓		
Steffen Zylstra	Student Trustee			✓	

The following staff were in attendance:

Camillo Cipriano, Director of Education; **Domenic Massi**, **Pat Rocca**, Superintendents of Education; **Monique Mastroianni**, **Scott Root**, Principals; **Anna Pisano**, Recording Secretary/Administrative Assistant, Corporate Services

4. **Approval of the Agenda**

Moved by Trustee Marino

THAT the Niagara Catholic District School Board approve the Agenda of the Growth and Retention Committee Meeting of May 30, 2023, as presented.

CARRIED

5. **Declaration of Conflict of Interest**

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

6. **Minutes of the Growth & Retention Ad Hoc Committee Meeting of April 18, 2023**

Moved by Trustee Di Lorenzo

THAT the Niagara Catholic District School Board approve the Minutes of the Growth and Retention Ad Hoc Committee Meeting of April 18, 2023, as amended.

Correct Willow Shawanoo as absent

CARRIED

7. **Recommendation to the Board**

After thorough discussion, the following recommendations have been formulated for presentation and approval at the upcoming Board meeting scheduled for June 20, 2023.

THAT Niagara Catholic District School Board increase marketing presence on social media platforms by actively promoting and increasing kindergarten and grade 9 open houses and registration, educating and advertising Catholic education by debunking myths and promoting its positive aspects. This can be achieved by sharing good news stories and personal testimonials from students, showcasing the value and benefits of a Catholic education.

THAT Niagara Catholic District School Board establish a community outreach for newcomers to the Niagara Region and new Canadians via a welcome centre, real estate agents and local parishes.

THAT Niagara Catholic District School Board develop professional development days for principals and staff to share effective good practices.

THAT the Niagara Catholic District School Board direct each secondary school, in collaboration with their respective family of schools, to create an annual transition plan. This plan will be subject to review and approval by their superintendent. Additionally, allocating a larger budget to each secondary school support the implementation of the transition plan.

8. **Next Meeting Date**

Next committee meeting scheduled for November 7, 2023 at 5:30 p.m.

Once approved by the Board, Senior staff will deliver a presentation with an update on the progress and implementation of the proposed recommendations.

9. **Adjournment**

Moved by Jen McArthur

THAT the May 30, 2023 Growth and Retention Ad Hoc Committee Meeting of the Niagara Catholic District School Board be adjourned.

CARRIED

This meeting was adjourned at 6:56 p.m.

Minutes of the Growth and Retention Committee Meeting of the Niagara Catholic District School Board held on **May 30, 2023**.

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

PUBLIC SESSION

**TITLE: MINUTES OF THE AUDIT COMMITTEE MEETING OF
SEPTEMBER 22, 2023**

RECOMMENDATION

THAT the Niagara Catholic District School Board receive the Minutes of the Audit Committee Meeting of September 22, 2023, as presented for information.



MINUTES OF THE AUDIT COMMITTEE MEETING (PUBLIC SESSION)

FRIDAY, SEPTEMBER 22, 2023

Minutes of the Audit Committee Meeting (public session) of the Niagara Catholic District School Board, held on September 24, 2022 electronically in compliance with Education Act Section 207 and Ontario Regulation 463/97 Section 5.1(2).

The meeting was called to order at 10:02 a.m. by Director of Education Camillo Cipriano.

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayer was led by Director of Education Camillo Cipriano.

2. Roll Call

Committee Member	Present	Present Electronically	Absent	Excused
Rhianon Burkholder	✓			
Larry Huibers	✓			
Doug Joyner	✓			
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, Finance Officer
Andrea Eltherington, Regional Internal Audit Manager
Melanie Dugard, Grant Thornton LLP

Staff in attendance:

William Mancini, IT Engineer

John Forte, Privacy and Risk-Advisor

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

3. Election of Chairperson for the Fiscal Year 2023-2024

Director Camillo Cipriano called for nominations for the position of Chair of the Audit Committee for the 2023-2024 fiscal year.

Mario Falvo was nominated

No other nominations were made.

Director Camillo asked Mario if he wished to accept the position of Chair of the Audit Committee. Mario Falvo accepted.

Moved by Trustee Burkholder

Second by Trustee Huibers

THAT the Niagara Catholic Audit Committee agrees to the Nomination and Election of Mario Falvo as Chair for the 2023-2024 Niagara Catholic Audit Committee.

CARRIED

4. Approval of the Agenda of September 22,2023

Moved by Trustee Burkholder

Second by Trustee Huibers

THAT the Niagara Catholic Audit Committee approve the Agenda of the Audit Committee Meeting of Friday, September 22, 2023 as presented.

CARRIED

5. Declaration of Conflict of Interest

5.1 Declaration of Conflict of Interest Form (2023-2024)

Declaration of Conflict of Interest Forms will be completed by Committee Members and email to Shari Bush.

5.2 Declaration of Conflict of Interest re: Agenda (verbal)

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

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

6.1 June 16, 2023

Moved by Trustee Burkholder

Second by Trustee Joyner

THAT the Niagara Catholic Audit Committee approve the Minutes of the Audit Committee Meeting (Public Session) of June 16, 2023 as presented.

CARRIED

B. REPORTS

1. Regional Internal Audit Status Report

1.1 RIAT Training Update

Andrea Eltherington presented the Memorandum to update the committee members.

1.2 RIAT Training Plan 2023-2024

Andrea Eltherington presented the RIAT Training Planned for 2023-2024 to the committee members.

C. BUSINESS IN CAMERA

Moved by Mario Falvo

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

The Niagara Catholic Audit Committee moved into the In Camera Session of the Committee Meeting at 10:13 a.m. and reconvened at 10:38 a.m.

D. FUTURE MEETINGS

Next Audit Committee Meeting are Wednesday, November 22, 2023, Friday, March 8, 2024. The June 14, 2024 scheduled meeting was requested to be rescheduled by Mario Falvo to Friday, June 7, 2024.

Moved by Trustee Huibers
Second by Trustee Joyner

THAT the Niagara Catholic Audit Committee approve to reschedule the June 14, 2024 meeting to June 7, 2024.

CARRIED

E. ADJOURNMENT

Moved by Trustee Joyner
Seconded by Trustee Huibers

THAT the September 22, 2023 meeting of the Niagara Catholic Audit Committee be adjourned.

CARRIED

The Niagara Catholic Audit Committee Meeting was adjourned at 10:42 a.m.