



MINUTES OF THE COMMITTEE OF THE WHOLE MEETING TUESDAY, OCTOBER 10, 2023

Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, October 10, 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 Burkholder

2. Roll Call

Vice-Chair Burkholder noted that Trustee Benoit asked to be excused.

Vice-Chair Burkholder noted that Trustee Huibers 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 Turner

THAT the Committee of the Whole approve the Agenda of the Committee of the Whole Meeting of October 10, 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 September 12, 2023**

Moved by Trustee Marino

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of September 12, 2023, as presented.

CARRIED

6. **Consent Agenda Items**

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

6.1 **Annual Reports for Catholic School Councils & NCPIC 2022-2023**

Moved to Section C

6.2 **The Ministry's Advisory Council on Special Education Community Collaboration Form**

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the submission of the attached Community Collaboration Form to the Chair of the Eastern Ontario Catholic District School Board for sharing with the Minister's Advisory Council on Special Education.

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

Presented for information.

6.4 **Staff Development Department Professional Development Opportunities**

Presented for information.

6.5 **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

C. GOVERNANCE POLICIES

Consent Agenda Item 6.1 Annual Reports for Catholic School Councils & NCPIC 2022-2023

Director Cipriano and Superintendent Forsyth-Sells answered questions of Trustees.

1. Governance Policies for Recommendation to the Board

1.1. Board By-Laws Policy (100.1)

Director Cipriano presented feedback received from the vetting process and highlighted recommended amendments to the Board By-Laws Policy (100.1), following the vetting process.

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

- Page 5, Item 6 Section ii – add “*review and assist with the preparation of the agendas for Committee of the Whole and Board meetings, in consultation with the Director of Education and the Chair of the Board*”

Moved by Trustee Joyner

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Board By-Laws Policy (100.1), as amended.

APPROVED

1.2. Trustee Electronic Meetings (Board and Committees) Policy (100.8)

Director Cipriano presented feedback received from the vetting process and highlighted recommended amendments to the Trustee Electronic Meetings (Board and Committees) Policy (100.8), following the vetting process.

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

- No amendment

Moved by Trustee Turner

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Trustee Electronic Meetings (Board and Committees) Policy (100.8), as presented.

APPROVED

2. Governance Policies Prior to Vetting

2.1. Safe Schools Policy (302.6)

Domenic Massi, Superintendent of Education, presented the Safe Schools Policy (302.6).

The Committee of the Whole suggested the following amendments:

- The committee requested that moving forward all policies add a connection or passage of our faith that reflects the content of the policy if applicable.

The Committee of the Whole requested that the Safe Schools Policy (302.6), be vetted from October 11, 2023 to December 13, 2023 with a recommended deadline for presentation to the Committee of the Whole in January, for consideration to the Board in January.

2.2. Dress Code – Secondary Uniform – Safe Schools Policy (302.6.6)

Superintendent Massi, presented the Dress Code – Secondary Uniform – Safe Schools Policy (302.6.6).

The Committee of the Whole suggested the following amendments:

- Add a connection or passage of our faith that reflects the content of the policy if applicable.

The Committee of the Whole requested that the Dress Code – Secondary Uniform – Safe Schools Policy (302.6.6), be vetted from October 11, 2023 to December 13, 2023 with a recommended deadline for presentation to the Committee of the Whole in January, for consideration to the Board in January.

2.3. Corporate Cards, Purchasing Cards and Petty Cash Policy (600.4)

Giancarlo Vetrone, Superintendent of Business & Financial Services, presented the Corporate Cards, Purchasing Cards and Petty Cash Policy (600.4).

The Committee of the Whole suggested the following amendments:

- Add a connection or passage of our faith that reflects the content of the policy if applicable.

The Committee of the Whole requested that the Corporate Cards, Purchasing Cards and Petty Cash Policy (600.4), be vetted from October 11, 2023 to December 13, 2023 with a recommended deadline for presentation to the Committee of the Whole in January, for consideration to the Board in January.

3. Governance Policy Review Schedule

Vice-Chair Burkholder presented the Governance Policy Review Schedule.

D. COMMITTEE AND STAFF REPORTS

1. Draft Letters to Minister Lecce

Director Cipriano highlighted the letters addressed to Minister Lecce.

Following discussion, it was recommended that the letter regarding rising food insecurity be addressed to both Minister Parsa and Minister Lecce and that the letter be revised and brought back to the October Board meeting for approval.

Following discussion, it was recommended that both letters be endorsed by the Student Trustees as well as the Chair of the Board.

Moved by Trustee Di Lorenzo

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Draft Letter regarding the rising mental health crisis addressed to Minister Lecce, as amended.

CARRIED

2. Draft Letter to Bishop Bergie and Fr. Paul MacNeil

Director Cipriano highlighted the letters addressed to Bishop Bergie and Fr. Paul MacNeil.

Moved by Trustee Turner

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Draft Letter addressed to Bishop Bergie and Fr. Paul MacNeil, as presented.

CARRIED

3. Capital Priorities Program Submissions 2023-2024

Clark Euale, Controller of Facilities Services provided background information on the Capital Priorities Program Submissions, and introduced Alexandria Pasquini-Smith, Administrator of Planning and Properties Submissions for 2023-2024.

Controller Euale and Ms. Pasquini-Smith answered questions of Trustees.

4. Monthly Updates

4.1 Student Trustees' Update

Charlotte Johnstone, and Emilio Geremia, 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 Rocca

- On Thursday, September 28th, CBC Journalist Beattie visited our Saint Kateri Tekakwitha Centre to do an interview on Niagara Catholic's Elementary and Secondary Soaring Eagles Program. The visit included an interview with our Indigenous Lead

Gary Parker and Principal John Belcastro who discussed the value and importance of this program.

- The Truth and Reconciliation Walk held on September 29th was well represented by Niagara Catholic District School Board including Senior staff, administration and our Niagara Catholic Secondary schools.

Director Cipriano

- Two communication pieces have been created through the communication department and human resources department. One for our families called *Niagara Catholic Chronicle*, and one for our staff called *Niagara Catholic CommUNITY*.

E. INFORMATION

1. Trustee Information

1.1 OCSTA 2024 Catholic Trustees Seminar – January 19-20, 2024

Vice-Chair Burkholder highlighted the OCSTA 2024 Catholic Trustees Seminar being held on January 19-20, 2024.

Trustees were asked to confirm their attendance with Anna Pisano.

F. OTHER BUSINESS

1. General Discussion to Plan for Future Action

- 1.1 The 2nd PD Session with Dr. Sinclair is planned for December 5, 2023 at 4:15 prior to the 6:00 pm Organizational Board meeting and the 6:30 Committee of the Whole meeting.

G. BUSINESS IN CAMERA

Nil

H. REPORT ON THE IN-CAMERA SESSION

I. ADJOURNMENT

Moved by Trustee Marino

THAT the October 10, 2023 Committee of the Whole Meeting be adjourned.

CARRIED

This meeting was adjourned at 8:07 p.m.

Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **October 10, 2023.**

Approved on **November 14, 2024.**

Rhianon Burkholder
Vice-Chair of the Board

Camillo Cipriano
Director of Education/Secretary -Treasurer