

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
MARCH 9, 2021**

PUBLIC SESSION

**TOPIC: UNAPPROVED MINUTES OF THE POLICY COMMITTEE
MEETING OF FEBRUARY 23, 2021**

RECOMMENDATION

THAT the Committee of the Whole receive the Unapproved Minutes of the Policy Committee Meeting of February 23, 2021, as presented.



MINUTES OF THE POLICY COMMITTEE MEETING

TUESDAY, FEBRUARY 23, 2021

Minutes of the Policy Committee Meeting held on Tuesday, February 23, 2021 at 4:30 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 4:30 p.m. by Camillo Cipriano, Director of Education/Secretary-Treasurer.

1. **Opening Prayer**

The meeting was opened with a prayer by Trustee Prince.

2. **Election of Chair of the Policy Committee 2021**

Director Cipriano asked for nominations for the position of Chair of the Policy Committee 2021. Trustee Burkholder nominated Trustee Prince.

Director Cipriano asked Trustee Prince if she wished to stand for the position of Chair of the Policy Committee. Trustee Prince accepted the nomination.

There were no further nominations forthcoming.

Moved by Trustee Burkholder

THAT nominations for the position of Chair if the Policy Committee be closed.

CARRIED

Moved by Trustee Burkholder

THAT Trustee Prince be acclaimed to the position of Chair of the Policy Committee 2021.

APPROVED

3. **Attendance**

Committee Members	Present	Present Electronically	Absent	Excused
Rhianon Burkholder	✓			
Larry Huibers	✓			
Leanne Prince	✓			

Student Trustees:

Luca DiPietro
Sydney Yott

Staff:

Camillo Cipriano, Director of Education
Lee Ann Forsyth-Sells, Superintendent of Education
Gino Pizzoferrato, Superintendent of Education
Pat Rocca, Superintendent of Education

Anna Pisano, Administrative Assistant, Corporate Services/Recording Secretary

4. Approval of Agenda

Moved by Trustee Huibers

THAT the February 23, 2021 Policy Committee Agenda be approved, as presented.
APPROVED

5. Declaration of Conflict of Interest

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

6. Minutes of the Policy Committee Meeting of January 26, 2021

Moved by Trustee Burkholder

THAT the Policy Committee approve the minutes of the Policy Committee Meeting of January 26, 2021, as presented.
APPROVED

7. Governance Policies

ACTION REQUIRED

GOVERNANCE POLICIES - FOR RECOMMENDATION TO MARCH COMMITTEE OF THE WHOLE MEETING

7.1 Complaint Resolution Policy (800.3)

Following discussion, the Policy Committee recommended the Complaint Resolution Policy be reviewed by legal counsel and be brought back to the March 23, 2021 Policy Committee Meeting.

GOVERNANCE POLICIES - PRIOR TO VETTING

7.2 Board By-Laws Policy (100.1)

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

The Policy Committee suggested the following amendments:

- No amendment

The Policy Committee requested that the Board By-Laws Policy (100.1), be vetted from February 24, 2021 to March 31, 2021 with a recommended deadline for presentation to the Policy Committee in April 2021, for consideration to the Committee of the Whole and Board in May 2021.

7.3 Attendance Support Program Policy (201.16)

Pat Rocca, Superintendent of Education/Human Resources, presented the Attendance Support Program Policy (201.16) as part of the Niagara Catholic District School Board Cyclical review and noted that no changes are being made to the Attendance Support Program Policy as this is part of our Local Collective Agreement and as such will not be changed or vetted at this time.

7.4 Occupational Health and Safety Policy (201.6)

Superintendent Rocca, presented the Occupational Health and Safety Policy (201.6).

The Policy Committee suggested the following amendments:

- No amendment

The Policy Committee requested that the Occupational Health and Safety Policy (201.6), be vetted from February 24, 2021 to March 31, 2021 with a recommended deadline for presentation to the Policy Committee in April 2021, for consideration to the Committee of the Whole and Board in May 2021.

7.5 Student Exclusion From School or Class Policy (NEW)

Lee Ann Forsyth-Sells, Superintendent of Education, presented the Student Exclusion From School or Class Policy (NEW).

The Policy Committee suggested the following amendments:

- No amendment

The Policy Committee requested that the Student Exclusion From School or Class Policy (NEW), be vetted from February 24, 2021 to March 31, 2021 with a recommended deadline for presentation to the Policy Committee in April 2021, for consideration to the Committee of the Whole and Board in May 2021.

INFORMATION

7.6 Governance Policies Currently Being Vetted to March 8, 2021

- Bullying Prevention and Intervention Policy (302.6.8)
- Student Expulsion – Safe Schools Policy (302.6.5)
- Employee Workplace Harassment Policy (201.7)

- Employee Workplace Violence Policy (201.11)

7.7 Governance Policy Review 2020-2021 Schedule

Director Cipriano presented the Governance Policy Review 2020-2021 Schedule.

7. Date of Next Meeting

March 23, 2021 – 4:30 p.m.

8. Adjournment

The meeting adjourned at 5:16 p.m.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE MEETING
MARCH 9, 2021**

PUBLIC SESSION

**TITLE: STAFF DEVELOPMENT DEPARTMENT PROFESSIONAL
DEVELOPMENT OPPORTUNITIES**

The Report on Staff Development Department:
Professional Development Opportunities is presented for information.

Prepared by: Pat Rocca, Superintendent of Education
Anthony Corapi, Coordinator of Staff Development

Presented by: Pat Rocca, Superintendent of Education

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

Date: March 9, 2021



REPORT TO THE COMMITTEE OF THE WHOLE MEETING MARCH 9, 2021

STAFF DEVELOPMENT DEPARTMENT PROFESSIONAL DEVELOPMENT OPPORTUNITIES

BACKGROUND INFORMATION

In alignment with the Board's Vision 2020 Strategic Plan and Annual System Priorities, the Department of Staff Development, as an integral aspect of its mandate, acts as the point of co-ordination among various departments. Thus ensuring that all professional development opportunities for staff, both teaching and non-teaching, occur in a seamless fashion to minimize disruptions to the myriad services provided within our Niagara Catholic community. The following is a listing of activities occurring during the period March 9, 2021 through April 13, 2021.

Winter 2021

AQ Primary/Junior Mathematics Part 1 Course

- Niagara Catholic in cooperation with Brock University is offering a fully subsidized course for 25 teachers from February 4th – June 24th, 2021. The course is being taught by Laura Cronshaw (Niagara Catholic DSB, K – 12 Numeracy Consultant)

Wednesday, March 10, 2021

Prayer and Well-being Presentation by Maria Theresa Portelli (For All Staff)

- In Maria Theresa Portelli's article, *The Benefits of Prayer on the Physical and Psychological Well-Being*, she highlights the benefits of prayer. She continues this theme in her presentation to Niagara Catholic. Maria Theresa discusses scientific evidence and explains why we benefit from silence, mindfulness, forgiveness, and gratitude.
- Register at: <https://forms.gle/fFwFfQMphzD2WQVR9>

Wednesday, March 10, 2021 (Additional Dates - March 17, 24, April 7 and 8)

Coding and the New Math Curriculum Webinar Series

- A series of webinars for Elementary Staff (K-8) and Grade 9 mathematics teachers to support coding and computational thinking in the new Elementary Math Curriculum.

Thursday, March 11, 2021

The NCVLE and Expectations Webinar

- The webinar will focus on how to import curriculum expectations into a class in the NCVLE for elementary and secondary teachers.

Thursday, March 18, 2021

Brightspace Portfolio Webinar

- Brightspace Portfolio is a tool that allows educators to document student learning through capturing photos or video with an option for audio reflection. Students can also upload files from their device to document their best work. Digital portfolios travel with students each year so we can build a profile of how they are growing in their journey with Niagara Catholic. Teachers will

learn how to document student learning and create a digital portfolio of work that follows the student in this webinar.

Multiple Dates (January 19th, February 23rd, March 23rd)

Autism Spectrum Disorder (ASD) Webinar Series

- The Catholic Principal's Leadership Development Council|Ontario (CPLDO), Leadership en Action (LEA) and Principal Association Projects (PAP) invite you to participate in professional learning designed to meet your needs as school leaders in the current Ontario education context with this free one-hour webinar series to deepen your leadership knowledge and understanding of ASD!
- **JANUARY 19TH WEBINAR 1 (Complete)** - Leading to Strengthen Executive Functioning Skills of Students With Autism: IEP Look-Fors. This first of three webinars details an in-depth understanding of students with Autism as students with a neurological disorder and how to support the school team to explicitly teach executive functioning skills as a way of scaffolding the student's access to learning and future life goals. This webinar will provide school leaders with an "IEP Look-Fors" resource. Please have an IEP with you for reflection during this webinar.
- **FEBRUARY 23rd WEBINAR 2 (Complete)** - Multidisciplinary, interdisciplinary and transdisciplinary in education: The definitions, objectives, and evidence of effectiveness of such teamwork. This second of three webinars deepens a leader's understanding of transdisciplinary approach through the lens equity, inclusion and a collaborative stance.
- **MARCH 23RD WEBINAR 3** - Leaders Creating Conditions for Safe and Caring Schools for Students with Autism. This third and final webinar explores a leader's role in maximizing the impact of caring and safe school policies and procedures for students with autism working through the transdisciplinary approach.

The Report on Staff Development:
Professional Development Opportunities are presented for information.

Prepared by: Pat Rocca, Superintendent of Education
Anthony Corapi, Coordinator of Staff Development

Presented by: Pat Rocca, Superintendent of Education

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

Date: March 9, 2020

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE MEETING
MARCH 9, 2021**

PUBLIC SESSION

TITLE: CAPITAL PROJECTS PROGRESS REPORT UPDATE

The Capital Projects Progress Report Update is presented for information.

Prepared by: Clark Euale, Controller of Facilities Services
Presented by: Clark Euale, Controller of Facilities Services
Approved by: Camillo Cipriano, Director of Education/Secretary-Treasurer
Date: March 9, 2021



**REPORT TO THE COMMITTEE OF THE WHOLE MEETING
MARCH 9, 2021
CAPITAL PROJECTS PROGRESS REPORT UPDATE**

BACKGROUND INFORMATION

Individual progress reports for capital projects are presented as follows:

IN PROGRESS

Appendix A	Our Lady of Mount Carmel Catholic Elementary School – New Child Care
Appendix B	Monsignor Clancy Catholic Elementary School – Consolidated Monsignor Clancy/St. Charles Catholic Elementary School and New Child Care

The Capital Projects Progress Report Update is presented for information.

Prepared by:	Clark Euale, Controller of Facilities Services
Presented by:	Clark Euale, Controller of Facilities Services
Approved by:	Camillo Cipriano, Director of Education/Secretary-Treasurer
Date:	March 9, 2021



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
MARCH 9, 2021**

APPENDIX A

OUR LADY OF MOUNT CARMEL CATHOLIC ELEMENTARY SCHOOL

Scope of Project: Design and construction of 3 child care room addition.

Current Status: Steel work continues on the new addition; Exterior masonry work nearing completion.

Project Information:

New Area to be Constructed	4,865	sq. ft.
Child Care Spaces Added	49	spaces



Project Funding:

Child Care	2,254,668
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	\$2,254,668

Project Costs:

	Budget	Paid
Construction Contract	1,733,666	\$574,606
Fees & Disbursements	197,691	\$159,653
Other Project Costs	323,311	\$51,710
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	\$2,254,668	\$785,969

Project Timelines:

	Scheduled Completion	Actual Completion
Funding Approval	December 21, 2017	December 21, 2017
Ministry Approval (space)	March 2018	July 15, 2020
Architect Selection	July 17, 2018	July 17, 2018
Design Development	January 2019	September 24, 2019
Contract Documents		September 15, 2020
Tender & Approvals		July 2020
Ministry Approval (cost)		September 17, 2019
Ground Breaking Date	TBD	
Construction Start		October 01, 2020
Occupancy	September 2021	
Official Opening & Blessing		

Project Team:

Architect	Whiteline Architects Inc.
General Contractor	Bromac Construction
Project Manager	Tunde Labbancz
Superintendent	Gino Pizzoferrato
Principal	Domenic Massi





**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
MARCH 9, 2021**

APPENDIX B

MONSIGNOR CLANCY CATHOLIC ELEMENTARY SCHOOL

Scope of Project: Design and construction of a consolidated Monsignor Clancy/St. Charles Catholic Elementary School and New Child Care.

Current Status: Masonry work in new classrooms near completion; work is underway for existing roof joist reinforcing; footings and foundation work for new addition approximately 1/3 complete.

Project Information:

New Area to be Constructed	10,268 sq. ft.
Pupil Places Added	104 students
New Facility Capacity	677 students
Child Care Places Added	49 places



Project Funding:

Capital Priorities	3,482,495
Additional Capital Priorities	91,000
Child Care	1,557,887
	\$5,131,382

Project Costs:

	Budget	Paid
Construction Contract	4,651,382	432,987
Fees & Disbursements	430,000	373,244
Other Project Costs	50,000	91,223
	\$5,131,382	\$897,454

Project Timelines:

	Scheduled Completion	Actual Completion
Funding Approval	March 13, 2018	March 13, 2018
Ministry Approval (space)		July 2020
Architect Selection	July 19, 2018	July 2018
Design Development	September 25, 2018	September 2019
Contract Documents		September 15, 2020
Tender & Approvals		July 2020
Ministry Approval (cost)		August 29, 2019
Ground Breaking Date	TBD	
Construction Start		October 05, 2020
Occupancy	January 01, 2022	
Official Opening & Blessing		

Project Team:

Architect	Whiteline Architect Inc.
General Contractor	Bromac Construction
Project Manager	Tunde Labbancz
Superintendent	Lee Ann Forsyth-Sells
Principal	Dan Trainor

