



*We are a Christ-centered Catholic faith community
that celebrates diversity and fosters spiritual growth,
inspiring all to reach their full potential in mind, body and spirit.*

AGENDA AND MATERIAL

COMMITTEE OF THE WHOLE MEETING

**TUESDAY, SEPTEMBER 10, 2024
6:30 P.M.**



PUBLIC ACCESS LIVE STREAM LINK
<https://niagaracatholic.ca/meetings-livestream/>

FATHER KENNETH BURNS, C.S.C. BOARD ROOM CATHOLIC EDUCATION CENTRE, WELLAND, ONTARIO

A. ROUTINE MATTERS

- | | |
|---|------|
| 1. Opening Prayer – Trustee Marino | - |
| 2. Roll Call | - |
| 3. Approval of the Agenda | - |
| 4. Declaration of Conflict of Interest | - |
| 5. Approval of Minutes of the Committee of the Whole Meeting of June 11, 2024 | A5 |
| 6. <u>Consent Agenda Items</u> | - |
| 6.1 Capital Projects Progress Report Update | A6.1 |
| 6.2 In-Camera Agenda Item G1 | - |

B. PRESENTATIONS

C. GOVERNANCE POLICIES

- | | |
|--|------|
| 1. Governance Policies for Recommendation to the Board | - |
| 2. Governance Policies Prior to Vetting | - |
| 2.1 Trustee Code of Conduct Policy (100.12) | C2.1 |
| 3. Governance Policy Review Schedule | C3 |

D. COMMITTEE AND STAFF REPORTS

- | | |
|---|----|
| 1. Director of Education and Senior Staff Introduction to the 2024-2025 School Year | D1 |
| 2. Sacramental Preparation in our Catholic Schools | D2 |
| 3. Monthly Updates | |
| 3.1 Student Senate Update | - |
| 3.2 Senior Staff Good News Update | - |

E. INFORMATION

- 1. Trustee Information
 - 1.1 2024 OCSTA Fall Regional Meeting – September 17, 2024 E1.1

F. OTHER BUSINESS

- 1. General Discussion to Plan for Future Action -

G. BUSINESS IN CAMERA

H. REPORT ON THE IN CAMERA SESSION

I. ADJOURNMENT

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
SEPTEMBER 10, 2024**

PUBLIC SESSION

**TOPIC: MINUTES OF THE COMMITTEE OF THE WHOLE
MEETING OF JUNE 11, 2024**

RECOMMENDATION

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of June 11, 2024, as presented.



MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

TUESDAY, JUNE 11, 2024

Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, June 11, 2024 in the Father Kenneth Burns c.s.c. Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

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

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayer was led by Trustee Turner.

2. Roll Call

Chair Di Lorenzo noted that Trustees Burkholder and Huibers asked to be excused, Trustee Benoit's absence was approved due to sanction, and Trustee Joyner 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; **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 June 11, 2024, as presented.

CARRIED

4. Declaration of Conflict of Interest

Declaration of Conflict of Interest was declared by Trustee Di Lorenzo with item D1 of the Agenda. This trustee has family members who are teachers, or employees of the Board and will not vote on the first portion of the motion.

5. Approval of Minutes of the Committee of the Whole Meeting of May 14, 2024

Moved by Trustee Marino

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of May 14, 2024, as presented.

CARRIED

6. Consent Agenda Items

6.1 Capital Projects Progress Report Update

Presented for information.

6.2 In Camera Items G1

Moved by Trustee Bruzzese

THAT the Committee of the Whole adopt consent agenda items.

CARRIED

B. PRESENTATIONS

1. New Student Trustee and Co-Chair – Student Senate 2024-2025/2025-2026

Student Trustee Charlotte Johnstone welcomed and introduced incoming Student Trustee Taylor Sexton.

Chair Di Lorenzo extended a welcome on behalf of the Board of Trustees.

C. GOVERNANCE POLICIES

1. Governance Policies for Recommendation to the Board

1.1. Purchasing/Supply Chain Management Policy (600.1)

Giancarlo Vetrone, Superintendent of Business & Financial Services, highlighted recommended amendments to the Purchasing/Supply Chain Management Policy (600.1).

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 Purchasing/Supply Chain Management Policy (600.1), as presented.

APPROVED

1.2. Attendance Area Policy (301.3)

Clark Euale, Controller of Facilities Services, presented feedback received from the vetting process and highlighted recommended amendments to the Attendance Area Policy (301.3), following the vetting process.

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 Attendance Area Policy (301.3), as presented.

APPROVED

1.3. Equity and Inclusive Education Policy (100.10)

Lee Ann Forsyth-Sells, Superintendent of Education, presented feedback received from the vetting process and highlighted recommended amendments to the Equity and Inclusive Education Policy (100.10), 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 Equity and Inclusive Education Policy (100.10), as presented.

APPROVED

1.4. Leadership Pathways Policy (203.4)

Pat Rocca, Superintendent of Education, presented feedback received from the vetting process and highlighted recommended amendments to the Leadership Pathways Policy (203.4), following the vetting process.

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 Leadership Pathways Policy (203.4), as presented.

APPROVED

1.5. Niagara Catholic Education Award of Distinction Policy (100.7)

Superintendent Rocca presented feedback received from the vetting process and highlighted recommended amendments to the Niagara Catholic Education Award of Distinction Policy (100.7), 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 Niagara Catholic Education Award of Distinction Policy (100.7), as presented.

APPROVED

D. COMMITTEE AND STAFF REPORTS

1. 2024-2025 Original Estimates

Trustee Bruzzese chaired the Board meeting at this time.

Giancarlo Vetrone, Superintendent of Business & Financial Services presented the 2024-2025 Original Estimates.

Superintendent Vetrone answered questions of Trustees.

The 2024-2025 Original Estimates has been deferred to the June 18, 2024 Board meeting, due to lack of quorum.

Trustee Di Lorenzo chaired the Board meeting at this time.

2. Monthly Updates

2.1 Student Trustees' Update

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

2.2 Senior Staff Good News Update

Senior Staff highlights included:

Superintendent Zaroda

- The kindergarten class from St. Ann Catholic Elementary School in St. Catharines learned about Jesus, His miracles, and the Easter Story. They wrote to Pope Francis, and received a response from the Vatican.
- Our International Ed team is thrilled to announce that 143 students from Medellin and Bogota, Colombia, chose Niagara Catholic over other Ontario districts for a 4-week stay. Due to their large number, they stayed at Brock University and were bused to our 23 schools by NSTS. On May 29, Bishop Bergie welcomed the group, emphasizing the value of our international program in fostering global community and friendships. Several appreciative letters from their families were received.
- Niagara Catholic International is honored to partner with the Municipal Government of Recife, Brazil, in a social-educational initiative for underprivileged students. Unlike publicly funded schools in Canada, Brazilian public school students often come from low-income families. Recife's Mayor Joao Campos has launched a program offering English language training and fully-paid scholarships for international summer English programs. The first 100 students have been selected, with 40 joining us at Saint Michael CHS in Niagara Falls this July. This initiative aims to expand English learning and broaden social and cultural perspectives. Additionally, Niagara Catholic is being considered for a larger program offering full academic scholarships for a semester in fall 2024 and winter/spring 2025.

Superintendent Forsyth-Sells

- On May 24, 2024, Fred Fox, brother of Terry Fox, visited St. Michael Catholic Elementary School to share memories of Terry and express gratitude for the community's support of the Terry Fox Foundation.
- On May 30, students in grades four to eight performed the musical "Heroes of the Faith," directed by Principal Fera-Massi and staff, showcasing the integration of faith and the arts.
- The Niagara Roots of Empathy Baby Celebration 2024 took place on May 31, involving volunteer parents, their babies, staff, and instructors. This program, in partnership with the Early Childhood Community Development Centre, develops social-emotional skills and empathy in kindergarten classrooms.

Superintendent Kinney

- Members of the Notre Dame College School swim team had the unique opportunity to film a commercial for *Kids Help Phone*. It was part of the nation-wide campaign *Even Champions need Champions* to help bring awareness to mental health and the resources available to young Canadians. This two minute long commercial will be featured in internet platforms and 30 second and 60 second shorts will be featured on TV and cinema screens.

E. INFORMATION

1. Trustee Information

Director Cipriano reminded Trustees of the Retirement & Service Recognition Celebration on Thursday at 6:00 pm.

F. OTHER BUSINESS

1. Cyber Security

Deferred

2. General Discussion to Plan for Future Action

2.1 Director Cipriano reminded Trustees, that due to graduation celebrations, the Board meeting will be on June 18, 2024 rather than the usual 4th Tuesday of the month.

G. BUSINESS IN CAMERA

Moved by Trustee Bruzzese

THAT the Committee of the Whole move into the In Camera Session.

CARRIED

The Committee of the Whole moved into the In Camera Session of the Committee of the Whole Meeting at 7:34 p.m. and reconvened at 7:45 p.m.

H. REPORT ON THE IN-CAMERA SESSION

Moved by Trustee Bruzzese

THAT the Committee of the Whole report the motions from the In Camera Session of the Committee of the Whole Meeting of June 11, 2024.

CARRIED

SECTION B: STUDENT TRUSTEES EXCLUDED

Moved by Trustee Bruzzese

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting - In Camera Session (Section B: Student Trustees Excluded) held on May 14, 2024, as presented.

CARRIED (Item G1)

Discussion took place regarding the Director of Education travel allowance.

Moved by Trustee Marino

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the recommendation as outlined in Item G4.1 of the In Camera Agenda.

CARRIED (Item G4.1)

I. ADJOURNMENT

Moved by Trustee Joyner

THAT the June 11, 2024 Committee of the Whole Meeting be adjourned.

CARRIED

This meeting was adjourned at 7:46 p.m.

Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **June 11, 2024.**

Approved on **September 10, 2024.**

Danny Di Lorenzo
Chair of the Board

Camillo Cipriano
Director of Education/Secretary -Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
SEPTEMBER 10, 2024**

PUBLIC SESSION

**TOPIC: GOVERNANCE POLICIES PRIOR TO VETTING
TRUSTEE CODE OF CONDUCT POLICY (100.12)**

Prepared by: Camillo Cipriano, Director of Education/Secretary-Treasurer
Presented by: Camillo Cipriano, Director of Education/Secretary-Treasurer
Date: September 10, 2024



Niagara Catholic District School Board
TRUSTEE CODE OF CONDUCT POLICY
 STATEMENT OF GOVERNANCE POLICY

100 – Board

Policy No 100.12

Adopted Date: November 23, 2010

Latest Reviewed/Revised Date: April 25, 2023

MISSION STATEMENT

In keeping with the Mission, Vision and Values of the Niagara Catholic District School Board (the “Board”), the Trustee Code of Conduct Governance Policy is in compliance with the Ontario *Education Act*, Regulations, other relevant legislation. We are a Christ-centred Catholic faith community that celebrates diversity and fosters spiritual growth, inspiring all to reach their full potential in mind, body and spirit.

INTEGRITY AND DIGNITY OF OFFICE

The Niagara Catholic District School Board Trustee Code of Conduct Policy (“Code of Conduct”) governs individuals elected as a Trustee (“Trustees”) under the *Education Act*.

Elected Catholic Trustees occupy positions of public trust and confidence. They are expected to discharge their duties and responsibilities in a professional and ethical manner, consistent with Gospel Values and the teachings of the Catholic Church. To minimize risk and legal exposure to the Board and to protect a Trustee’s personal liability, Trustees must comply with the *Education Act* and Regulations, the *Municipal Freedom of Information and Protection of Privacy Act* and Regulations, the *Municipal Conflict of Interest Act*, the *Niagara Catholic District School Board's By-Laws (100.1)* and Policies and Administrative Procedures and any other Act or Regulation that may be applicable to the Trustee's duties.

Individual Trustees are committed to open and transparent communication with the Board’s students, parents/guardians, employees, Catholic ratepayers and all educational partners through effective system and school-based communication procedures.

It is imperative that the Trustees act, and be seen to act, in the best interests of the public they serve. Catholic Trustees are elected to represent all stakeholders in the Board by articulating and supporting a shared commitment to excellence in Catholic education that promotes student achievement and well-being through the delivery of effective and appropriate education programs, services and effective stewardship of the Board's resources.

Trustees are governors, advocates and community leaders. As governors, Trustees provide strategic direction and oversight through Board policies to maintain the focus on student achievement and well-being. As advocates, Trustees inform and influence public perceptions of Catholic education and provincial education law and policy. As community leaders, Catholic Trustees engage with the public they serve to build understanding, awareness, guidance and active support for publicly funded Catholic education.

In compliance with subsection 218.1 (f) of the *Education Act*, Trustees are statutorily required to entrust the day to day management of the Board to its staff through the Board’s Director of Education.

In keeping with this statutory obligation, Trustees who are contacted by an employee of the Board with respect to an issue of employment, may listen to the concern, offer no judgement on the specifics of any concern presented. Trustees will bring information regarding the concern to the attention of the Director of Education. If required, Trustees may facilitate in guiding the employee to the relevant Collective Agreement, Terms and Conditions or Board Policy.

Trustees who are contacted by a student, parent, guardian, constituent or supporter of Catholic education will listen to the concern, provide no judgement on the specifics of the concern presented. Trustees will bring information regarding the concern to the attention of the Director of Education. If required, Trustees may direct the individual to the Board's Complaint Resolution Policy or relevant Board Policy.

CATHOLIC FAITH, COMMUNITY AND CULTURE

Each Niagara Catholic District School Board Trustee shall, within the duties prescribed in the *Education Act*, its Regulations and other applicable legislation and reflecting a ministry within the Church:

- Acknowledge that Catholic schools are an expression of the teaching mission of the Church;
- Provide an example to the Catholic community that reflects the teaching of the Church;
- Provide the best possible Catholic education according to the programs approved by the Canadian Conference of Catholic Bishops and the Minister of Education;
- Recognize and rigorously defend the constitutional right of Catholic education and the democratic and corporate authority of the Board;
- **Respect the confidentiality of the Board;**
- Ensure the affairs of the Board are conducted with openness, justice and compassion;
- Work to improve personal knowledge of current Catholic educational research and practices;
- Affirm a strong sense of Christian Catholic community; and
- Provide support, encouragement and prayer for the efforts of all persons engaged in the ministry of Catholic education in Canada.

CIVIL BEHAVIOUR AND COMMUNICATION

Catholic Trustees share in the responsibility for creating a positive environment that is safe, harmonious, comfortable, inclusive and respectful. Trustees shall at all times act with decorum and shall be respectful of other Trustees, the Director of Education, staff, students, all members of the Niagara Catholic community, as well as the public. As stewards of the system, Catholic Trustees are held to a high standard of conduct and should serve as role models of exemplary behaviour reflective of the values articulated in the *Ontario Catholic School Graduate Expectations*.

Trustees must:

- **Respect and comply with all applicable federal, provincial and municipal laws;**
- **Demonstrate honesty and integrity;**
- Respect differences in people, their ideas, and their opinions;
- Treat one another with dignity and respect at all times, and especially when there is disagreement;
- Respect and treat others **fairly, equally without discrimination**, regardless of, for example, race, ancestry, place of origin, colour, ethnic origin, citizenship, **religion, creed**, gender, **gender expression, sex**, sexual orientation, age, **marital status, family status** or disability; and
- Respect the rights of others.

Trustees shall be prepared for meetings, avoid disrupting the process and refrain from engaging in conduct or contributing to a tone of sarcasm or denigration during meetings of the Board and at all other times that would **discredit or compromise the integrity of the Board**.

In performing their duties as Trustees, and in all matters of communication including email, telephone and face-to-face or virtual meetings, respectful language and professionalism are expected.

The Trustees are bound to uphold and comply with all Board Governance Policies, Administrative Operational Procedures and protocols. Subject to the duty of a Trustee under subsection 218.1(e) of the *Education Act* to uphold the implementation of any Board resolution after it is passed by the Board, a Trustee may not make disparaging remarks about another Trustee or a group of Trustees in expressing comments, or disagreement or speculate on the motives of a Trustee, a group of Trustees, or Board staff. **With the exception of the Chair of the Board and/or the Director of Education, no individual Trustee or group of Trustees has the authority to speak on behalf of the Board.**

Any Trustee who fails or refuses to comply with the rules of the Board, uses offensive language, disobeys the decisions of the Chair or the Board on points of order, or makes any disorderly noise or disturbance may be ordered by the Chair to leave for the remainder of the meeting and, in the case of a refusal to do so, may, on the order of the Chair, be removed from the room where such meeting is taking place and/or the Board office. Such a removal will be recorded in the minutes of the meeting.

Subsection 207(3) of the *Education Act* addresses the exclusion of persons from Board Meetings. It provides:

“The presiding officer may expel or exclude from any meeting any person who has been guilty of improper conduct at the meeting.”

COMPLYING WITH LEGISLATION

All Trustees will comply with the letter and spirit of all laws of Canada and the Province of Ontario and any contractual obligations of the Board in conducting the business of the Board.

Trustees acknowledge they may only act on behalf of the Board through resolution and may not act individually or purport to represent the interests of the Board without the knowledge and consent of the Board of Trustees shown through resolution.

Trustees shall ensure that all information they communicate in the course of their duties is accurate and complete.

It is every Trustee's responsibility to familiarize themselves with their duties and any requirements of them as prescribed by the *Education Act and Regulations*, the *Municipal Freedom of Information and Protection of Privacy Act and Regulations*, the *Municipal Conflict of Interest Act* and any other Act or Regulation that may be applicable to the Trustee's duties and/or Ministry of Education requirements and the *Niagara Catholic District School Board's By-Laws (100.1)*, Governance Policies and Administrative Operational Procedures.

All Trustees are expected to comply with the following duties of Board members as set out in section 218.1 of the *Education Act*:

A member of a board shall,

- a. carry out their responsibilities in a manner that assists the board in fulfilling its duties under this Act, the regulations and the guidelines issued under this Act, including but not limited to the board's duties under section 169.1;
- b. attend and participate in meetings of the board, including meetings of board committees of which they are a member;
- c. consult with parents, students and supporters of the board on the board's multi-year plan under clause 169.1 (1) (f);
- d. bring concerns of parents, students and supporters of the board to the attention of the board;
- e. uphold the implementation of any board resolution after it is passed by the board;
- f. entrust the day-to-day operations and management of the board to its staff through the board's director of education;

- g. maintain focus on student achievement and well-being; and
- h. **comply with the board's code of conduct.**

UPHOLDING DECISION

Trustees must understand their role as a corporate body and the expectation that they may deliberate with many voices but must act as one.

Trustees must:

- Accept that authority rests with the Board and that they have no individual authority other than that delegated by the Board;
- Uphold the implementation of any Board resolution after it is passed by the Board;
- Comply with *Niagara Catholic District School Board By-Laws (100.1)*, Policies and Administrative Procedures; and
- Refrain from speaking on behalf of the Board unless authorized to do so by the Board. The only official spokespersons for the Board are the Chair of the Board and the Director of Education.

AVOIDANCE OF PERSONAL ADVANTAGE AND CONFLICT OF INTEREST

Pecuniary Interests

All Trustees are expected to comply with the provisions of the *Municipal Conflict of Interest Act*, which requires that Trustees disclose the general nature of their direct or indirect pecuniary interest in any matter that is the subject of consideration at a Board meeting, and abstain from participating in the discussion of the matter.

Trustees are not permitted to vote on or attempt in any way, whether before, during or after the meeting, to influence the voting on matters in which they have a direct or indirect pecuniary interest. Pursuant to section 3 of the *Municipal Conflict of Interest Act*, the direct or indirect pecuniary interest of a parent, spouse or child of the Trustee is deemed to be the interest of the Trustee.

Trustees who disclose a pecuniary interest in accordance with the *Municipal Conflict of Interest Act* will be required to file a written statement with the Director of Education declaring their interest and including a description of its general nature. Pursuant to section 6.1 of that Act, the Board will be required to maintain a registry that may be accessed by members of the public, containing copies of (i) Trustees' written statements declaring their interest; and (ii) corresponding meeting minutes. The Board will develop and maintain procedures for public access to the registry, including any reasonable limits on such access.

General Conflicts of Interest

Generally, where a Trustee, either on their own behalf or while acting for, by, with or through another, identifies a direct, indirect, or deemed conflict of interest in any matter and is present at a meeting of the Board at which the matter is the subject of consideration, the Trustee shall:

- Prior to any consideration of the matter of the meeting, disclose the interest and the general nature thereof;
- Not take part in the discussion of, or vote on any question in respect of the matter;
- Not discuss the issue with any other person;
- Not attempt in any way whether before, during or after the meeting to influence the voting on such question; and
- Where the meeting is not open to the public, the Trustee shall, in addition to complying with the requirements outlined above, leave the meeting or the part of the meeting during which the matter is under consideration.

Where the interest of the Trustee has not been disclosed by reason of the Trustee's absence from the meeting, the Trustee shall disclose the interest and otherwise comply with the above requirements at the first meeting of the Board attended by the Trustee, after the meeting referred to above.

When the meeting is open to the public, every declaration of interest and the general nature of that interest shall be recorded in the minutes of the Board meeting. When the meeting is not open to the public, every declaration of interest, but not the general nature of that interest, shall be recorded in the minutes of the next meeting of the Board that is open to the public.

It is an expectation of the Board that Trustees will comply with the provisions of the *Municipal Conflict of Interest Act* and avoid conflicts of interest as set out in this Code of Conduct.

Every Trustee is responsible and accountable for exercising good judgment and avoiding situations that might present a conflict of interest or the appearance of a conflict of interest and, where a conflict of interest might exist, each Trustee has an affirmative duty to disclose such conflict when it becomes apparent.

No Trustee shall use their position, authority or influence for personal, financial or material gain or personal business purposes or for the personal, financial or material gain or business purposes of a relative, friend and/or business associate. Every Trustee shall uphold and enhance all Board business operations by:

- Maintaining an unimpeachable standard of integrity in all their relationships, both inside and outside the Board;
- Fostering the highest standard of professional competence among those for whom they are responsible;
- Complying with and being seen to comply with the letter and spirit of:
 - the laws of Canada and the Province of Ontario
 - contractual obligations applicable to the Board; and
- Rejecting and denouncing any business practice that is improper or inappropriate or may appear to be improper or inappropriate.

A Trustee shall not use their position, authority or influence to give any person or organization special treatment that might, or might be perceived to, advance the interests of the Trustee, or the interests of a relative, friend and/or business associate of the Trustee.

A Trustee must not participate in any decision or recommendation in which they or a relative, friend or business associate may have a financial, commercial or business interest.

LOBBYING

On occasion, lobbyists may attempt to communicate with Trustees for the purpose of influencing Trustees with respect to the procurement of goods and services and the awarding of contracts. Trustees must report such inquiries to the Director of Education forthwith. Trustees must not use their influence to gain or advance the interest of any particular party during a procurement process.

CONFIDENTIALITY

All Trustees acknowledge that, as part of their duties to the Board they may be privy to private, confidential and/or legally privileged financial, business and/or commercial information belonging to the Board that may provide a financial, business, commercial or competitive advantage, and that they may be privy to private and confidential student and personnel information, and/or legal matters and opinions. Such information may include, but is not limited to, information relating to the Board's organizational structure, operations, financial information, business plans, technical projects, business costs, research data results, inventions, trade secrets or other work produced, developed by or for the Board.

Except as required by law, all Trustees and former Trustees agree not to use, directly or indirectly, for the Trustee's benefit or the benefit of any person, organization, firm, or other entity, or disclose to any third party the Board's proprietary or confidential information disclosed or entrusted to that Trustee, and Trustees recognize that such inappropriate use of confidential information for their benefit may constitute a breach of trust contrary to section 122 of the *Criminal Code* and this Code of Conduct.

The confidentiality of personal/educational student and family information received in the course of duties must be respected, protected and kept confidential. Trustees are required to keep all information received, including but not limited to, in-camera discussions and actions in complete confidence. Information received should not be discussed or reviewed in public or where another student, parent, employee or member of the school community or public could accidentally overhear or read such information.

Except as required by law, and in accordance with the *Education Act* and *Municipal Freedom of Information and Protection of Privacy Act*, all Trustees agree not to use or disclose the personal and/or educational information of students and their families that may come to the attention of a Trustee.

Except as required by law, and in accordance with the *Municipal Freedom of Information and Protection of Privacy Act*, all Trustees agree not to use or disclose the personal and/or employment information of Board employees and their families that may come to the attention of a Trustee.

A Trustee's duty of confidentiality with respect to private and confidential financial, business and/or commercial information, personnel information, student information, and legal matters and opinions survives their term as Trustee.

BOARD RESOURCES

No Trustee shall use Board resources for personal gain. No Trustee shall permit relatives, friends and/or business associates to use Board resources for personal gain. Trustees recognize that such inappropriate use of Board resources, directly or indirectly, for their benefit may constitute a breach of trust contrary to section 122 of the *Criminal Code* and this Code of Conduct.

All Trustees shall fully comply with all Board Policies, Protocols, Procedures and Administrative Procedures regarding the use of Board resources, including information technology resources.

PROCEDURES FOR GIFTS AND HOSPITALITY

Although moderate hospitality is an accepted courtesy in business relationships, Trustees should not allow themselves to reach a perceived position whereby they might influence a Board decision as a consequence of accepting such hospitality. If there is uncertainty regarding what is considered an appropriate honoraria or hospitality to give or receive, the Trustee should discuss this with the Chair of the Board.

~~Trustees should not use their position for improper gain or benefit, nor under any circumstances accept gifts.~~ No Trustee shall accept a gift from any person, group or entity that has dealings with the Board if a reasonable person might conclude that the gift could influence the Trustee when performing their duties to the Board, unless;

- the gift is of nominal value,
- the gift is given as an expression of courtesy or hospitality, and
- accepting the gift is reasonable in the circumstances.

Gifts and donations, by any Trustee, to any groups or individuals will not be reimbursed.

Gifts and donations may be made on behalf of the Board of Trustees as a whole, if approved in advance by the Chair of the Board and the Director of Education.

**ENFORCEMENT OF CODE OF CONDUCT
AND MUNICIPAL CONFLICT OF INTEREST ACT**

An alleged breach of this Code of Conduct by a Trustee may be dealt with by the following procedures:

Pursuant to section 218.3 of the *Education Act*, a Trustee who has reasonable grounds to believe that a Trustee(s) has breached this Code of Conduct may bring the alleged breach, in writing, to the attention of the Board through the Chair of the Board, or the Vice-Chair, in the event that the alleged breach is with the Chair of the Board or the Chair of the Board is unavailable.

No Trustee shall give notice of an alleged breach of the code of conduct if the allegation is frivolous or vexatious or the notice is given in bad faith.

No Trustee shall engage in reprisal or the threat of reprisal against another trustee who gave notice of an alleged breach of the code of conduct or who provides information about an alleged breach to the Integrity Commissioner.

Informal Process

The Chair of the Board or Vice-chair if the alleged breach is with the Chair on their initiative, or at the request of a Trustee of the Board who alleges a breach of the Code has occurred, may meet informally with a Trustee of the Board who is alleged to have breached the Code. This meeting may include the Chair and all Trustees involved, the purpose of the meeting is to bring the allegation of the breach to the attention of the Trustee and to discuss remedial measures to resolve the concern. This Informal Process is conducted in private. The Chair of the Board may invite the Director of Education to attend the meeting.

Formal Process

If a Trustee has reasonable grounds to believe that another Trustee has breached this Code of Conduct, they must bring the alleged breach forward as soon as reasonably possible. The Board may choose not to deal with an alleged breach should the alleged breach come to the Board's attention after: (a) one year after the incident to which the alleged breach relates; or (b) if there are a series of incidents, after one year after the last in the series. A Trustee may apply to the Board for an extension of this time limit, and the Board may grant such an extension if the Board is satisfied that the delay in bringing the alleged breach forward was incurred in good faith and no substantial prejudice will result to any person affected by the delay.

If an alleged breach is brought to the attention of the Board, the Board shall make inquiries into the matter. the document setting out the breach together with any other materials will be provided to the Director of Education in the Director's role as Secretary to the Board. The Director of Education will place the matter in the Trustee and Director Only section of the next *In-Camera* Board Meeting.

At the *In-Camera* Board Meeting where the alleged breach of the Code of Conduct is presented, legal counsel to the Board will be present to advise the Board with respect to legal matters related to relevant legislation and the Code of Conduct process as set out in the Code of Conduct. In compliance with Sections 198 and 283.1 of the *Education Act*, for the Board to meet, the Director of Education will be present as Secretary to the Board to take minutes. All other staff who attend meetings of the Board will be excused from the Trustee and Director Only section of the *In-Camera* portion of the meeting of the Board where the Code of Conduct complaint is presented.

At the *In-Camera* meeting of the Board at which the alleged breach is presented, the Board will direct Board legal counsel to oversee an independent investigation conducted by an external investigator as selected by Board legal counsel. The results of the external investigation will be presented to the Board by Board legal counsel and the external investigator upon completion.

Based on the results of the external investigation, the Board will determine whether the Trustee has breached the Code of Conduct.

The findings of the external investigation report shall be added to the minutes of the public portion of the meeting where the decision was made.

If the Board determines that a Trustee has not breached the Code of Conduct, the Board may impose sanctions or consequences on the relevant individual(s), which includes a Trustee or Trustees, who have brought the complaint forward. The sanctions or consequences will be determined in consultation with Board legal counsel.

If the Board determines that a Trustee has breached the Code of Conduct, the Board may impose one or more of the following sanctions:

- Censure of the Trustee.
- Barring the Trustee from attending all or part of a meeting of the Board or a meeting of a committee of the Board.
- Barring the Trustee from sitting on one or more committees of the Board, for the period of time specified by the Board.

A Trustee who is barred from attending all or part of a meeting of the Board or a meeting of a committee of the Board is not entitled to receive any materials that relate to that meeting or that part of the meeting that are not available to the members of the public.

In appropriate circumstances, the Board may also resolve to disassociate the Board from any action or statement of a Trustee.

If a Board determines that a Trustee has breached this Code of Conduct, the Board shall give the Trustee written notice of the determination and of any sanction imposed by the Board.

The notice shall inform the Trustee that they may make written submissions to the Board in respect of the determination or sanction by the date specified in the notice, which date will be at least 14 days after the notice is received by the Trustee.

The Board shall consider any written submissions made by the Trustee and shall confirm or revoke the determination within 14 days after the Trustee's submissions are received.

If the Board revokes a determination that a Trustee has breached this Code of Conduct, any sanction imposed by the Board is also revoked.

If the Board confirms a determination that a Trustee has breached this Code of Conduct, the Board shall, within 14 days after the Trustee's submissions were received, confirm, vary or revoke the sanction(s) imposed by the Board.

If a sanction is varied or revoked by the Board, the variation or revocation shall be deemed to be effective as of the date the original determination of the alleged breach was made by the Board.

Despite subsection 207(1) of the *Education Act* which requires meetings of the Board to be open to the public, but subject to the requirements below for specific resolutions of the Board to be made in public, the Board may close to the public the part of the meeting during which a breach or alleged breach of this Code of Conduct is considered when the breach or alleged breach involves any of the following matters:

- The security of the property of the Board;
- The disclosure of intimate, personal or financial information in respect of a Trustee or committee member, an employee or prospective employee of the Board or a student or their parent or guardian;
- The acquisition or disposal of a school site;
- Decisions in respect of negotiations with employees of the Board; or
- Litigation affecting the Board.

The meeting of the Board shall be In-Camera (closed to the public) when the subject matter under consideration involves an ongoing investigation under the *Ombudsman Act* respecting the Board.

The Board shall take the following actions by resolution at a meeting of the Board, and the vote on the resolution shall be open to the public:

- Make a determination that a Trustee has breached this Code of Conduct.
- Impose a sanction on a Trustee for a breach of this Code of Conduct.
- Confirm or revoke a determination regarding a Trustee's breach of this Code of Conduct.
- Confirm, vary or revoke a sanction after confirming or revoking a determination regarding a Trustee's breach of this Code of Conduct.

A Trustee who is alleged to have breached this Code of Conduct shall not vote on any of the resolutions listed above.

When a resolution listed above is passed, the resolution shall be recorded in the minutes of the meeting. The *Statutory Powers Procedure Act* does not apply to any of the enforcement provisions under section 218.3 of the *Education Act*.

Nothing in this Code of Conduct prevents a Trustee's breach of the *Municipal Conflict of Interest Act* from being dealt with in accordance with that Act.

A Trustee who is subject to a Board inquiry to determine whether the Trustee has breached the Code of Conduct has a right to retain and be represented by legal counsel throughout the process.

In the event that a Trustee has been found to have not breached the Code of Conduct, all legal expenses for the Trustee involved in a Code of Conduct complaint will be reimbursed by the Board.

References

- [*Criminal Code, Section 122*](#)
- [*Education Act, Subsection 207\(1\); Subsection 207\(3\); Section 218.1; Section 218.3*](#)
- [*Municipal Conflict of Interest Act, Section 3, Section 6.1*](#)
- [*Municipal Freedom of Information and Protection of Privacy Act*](#)
- [*Ombudsman Act*](#)
- [*Ontario Catholic School Graduate Expectations*](#)
- [*Niagara Catholic District School Board Policies/Procedures*](#)
 - [*Board's By-Laws Policy \(100.1\)*](#)
 - [*Complaint Resolution Policy \(800.3\)*](#)
 - [*Trustee Expenses and Reimbursement Policy \(100.13\)*](#)
 - [*Trustee Honorarium Policy \(100.11\)*](#)
- [*Terms and Conditions and Collective Agreements*](#)

Adopted Date:	November 23, 2010
Revision History:	March 20, 2018 June 15, 2021 April 25, 2023

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
SEPTEMBER 10, 2024**

PUBLIC SESSION

TOPIC: POLICY REVIEW SCHEDULE

The Policy Review
Schedule is presented for information.

Prepared by: Camillo Cipriano, Director of Education/Secretary-Treasurer
Presented by: Camillo Cipriano, Director of Education/Secretary-Treasurer
Date: September 10, 2024



GOVERNANCE POLICY REVIEW SCHEDULE

SEPTEMBER 2024 - JUNE 2025

Updated: September 2024

SORTED BY COMMITTEE OF THE WHOLE MEETING DATE					
Policy Issued	Reviewed Revised	Policy #	POLICY NAME	Prior to Vetting	After Vetting
2010	2023	100.12	Trustee Code of Conduct **	September 2024	November 2024
1997	2023	100.1	Board By-Laws ***	October 2024	December 2024
2011	2021	100.13	Trustee Expenses & Reimbursement	October 2024	December 2024
2002	2023	201.7	Employee Workplace Harassment *	March 2025	June 2025
2002	2023	201.11	Employee Workplace Violence *	March 2025	June 2025
2002	2023	201.6	Occupational Health & Safety *	March 2025	June 2025

SORTED BY BOARD MEETING DATE				
Policy Issued	Reviewed Revised	Policy #	POLICY NAME	BOARD MEETING DATE
2010	2023	100.12	Trustee Code of Conduct **	November 2024
1997	2023	100.1	Board By-Laws ***	December 2024
2011	2021	100.13	Trustee Expenses & Reimbursement	December 2024
2002	2023	201.7	Employee Workplace Harassment *	June 2025
2002	2023	201.11	Employee Workplace Violence *	June 2025
2002	2023	201.6	Occupational Health & Safety *	June 2025

* MINISTRY OF LABOUR COMPLIANCE ANNUAL REVIEW

** REVIEW EVERY 4 YEARS FOLLOWING TRUSTEE ELECTIONS

*** REVIEW BI ANNUALLY

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE MEETING
SEPTEMBER 10, 2024**

PUBLIC SESSION

**TITLE: DIRECTOR OF EDUCATION AND SENIOR STAFF
INTRODUCTION TO THE 2024-2025 SCHOOL YEAR**

The report on the Director of Education and Senior Staff Introduction to the 2024-2025 School Year is presented for information.

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

Presented by: Senior Administrative Council

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

Date: September 10, 2024



**REPORT TO THE COMMITTEE OF THE WHOLE
SEPTEMBER 12, 2024**

**DIRECTOR OF EDUCATION AND SENIOR STAFF INTRODUCTION TO
THE 2024-2025 SCHOOL YEAR**

BACKGROUND INFORMATION

Annually, at the first Committee of the Whole Meeting to begin a new school year, the Director of Education and Senior Staff present a visual report as an introduction to the 2024-2025 school year for the information of Trustees.

The report on the Director of Education and Senior Staff Introduction to the 2024-2025 School Year is presented for information.

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

Presented by: Senior Administrative Council

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

Date: September 10, 2024

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE MEETING
SEPTEMBER 10, 2024**

PUBLIC SESSION

**TITLE: SACRAMENTAL PREPARATION IN OUR CATHOLIC
SCHOOLS**

The Sacramental Preparation in Our Catholic Schools report is presented for information.

Prepared by: Kim Kinney, Superintendent of Education
Krista Olivieri, Board Chaplaincy Leader
Amanda Wagg-Boyer, Religion & Family Life Consultant

Presented by: Kim Kinney, Superintendent of Education
Krista Olivieri, Board Chaplaincy Leader
Amanda Wagg-Boyer, Religion & Family Life Consultant

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

Date: September 10, 2024



REPORT TO THE COMMITTEE OF THE WHOLE SEPTEMBER 10, 2024

SACRAMENTAL PREPARATION IN OUR CATHOLIC SCHOOLS

BACKGROUND INFORMATION

The Catechism of the Catholic Church defines sacraments as “efficacious signs of grace, instituted by Christ and entrusted to the Church by which divine life is dispensed to us” (CCC, 1131). As noted in the Diocese of St. Catharines’ Criteria for the Sacraments: Initiation of Children:

“preparation for the reception of sacraments takes place on two levels, initial preparation, which involves an ongoing education in the sacramental life of the Church, and immediate preparation, which involves catechetical and practical preparation in the weeks and months leading up to the reception of a particular sacrament. The former, in Ontario, is primarily the responsibility of Catholic schools. The latter, immediate preparation, is parish based and is usually coordinated by the parish priest and parish catechists.”

As a Christ-centered Catholic faith community that celebrates diversity and fosters spiritual growth, inspiring all to reach their full potential in mind, body and spirit, Niagara Catholic supports the preparation of students for the reception of the sacraments through the delivery of religious education curriculum and supports the work of the local parish to provide immediate sacramental preparation for students receiving the Sacraments of First Reconciliation, Communion, and Confirmation.

GROWING IN FAITH, GROWING IN CHRIST

Our Catholic schools play an important role in the mission of the Catholic Church and it is hoped that Catholic schools will serve as an extension and reinforcement of the Catholic faith lived within the family. Religious Education taught within our schools is a scholastic discipline and must be taught with the same seriousness as other academic disciplines.

Religious education curriculum in all Niagara Catholic elementary schools is taught exclusively through the Growing in Faith, Growing in Christ (GiFGiC) resource, and is the sole resource approved for use by the Assembly of Catholic Bishops of Ontario. Growing in Faith, Growing in Christ presents the “Catholic faith as a distinctive discipline with a unique set of beliefs, knowledge, and attitudes that informs and influences all learning. The program is rooted in Scripture and teaches the beliefs and traditions of the Catholic faith, and connects prayer and a personal relationship with God to all learning.” (Grade 2 GiFGiC, p. 5)

The Growing in Faith Growing in Christ program does not constitute nor replace a sacramental preparation program. In alignment with the Religious Education Curriculum document, 2012, “teachers fulfill their responsibilities for initial preparation [of the sacraments] when they teach the content of the religious education programs and in particular the content that focuses on knowledge and understanding of the sacraments.” (Ontario Catholic Elementary Curriculum Policy Document for Religious Education, p. 34).

IMMEDIATE SACRAMENTAL PREPARATION

As immediate preparation for the sacraments occurs at the parish level, the programs and formats for sacramental preparation vary across the diocese. At the request of the local parish, schools may support this preparation by sharing information with families, providing opportunities for pastoral visits, collaborating to facilitate class retreats, and providing additional support to assist with preparation of students with exceptionalities.

The Sacramental Preparation in Our Catholic Schools report is presented for information.

Prepared by: Kim Kinney, Superintendent of Education
Krista Olivieri, Board Chaplaincy Leader
Amanda Wagg-Boyer, Religion & Family Life Consultant

Presented by: Kim Kinney, Superintendent of Education
Krista Olivieri, Board Chaplaincy Leader
Amanda Wagg-Boyer, Religion & Family Life Consultant

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

Date: September 10, 2024

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE MEETING
SEPTEMBER 10, 2024**

PUBLIC SESSION

**TITLE: TRUSTEE INFORMATION
OCSTA 2024 FALL REGIONAL MEETING – SEPTEMBER 17,
2024**



Ontario Catholic School Trustees' Association

June 14, 2024

MEMORANDUM

TO: Trustees, Student Trustees & Directors of Education

FROM: Nick Milanetti, Executive Director

SUBJECT: 2024 Fall Regional Meetings Registration

OCSTA's Fall Regional Meetings are scheduled as follows:

<p style="text-align: center;"><u>CENTRAL</u> Tuesday, September 17 9:30 a.m. – 2:30 p.m. Hosted by: Toronto CDSB Catholic Education Centre – 3rd Floor Meeting Room 80 Sheppard Ave. East Toronto, ON M2N 6E8</p>	<p style="text-align: center;"><u>EAST</u> Thursday, September 19 9:30 a.m. – 2:30 p.m. Hosted by: Ottawa CSB Location: Catholic Education Centre 570 West Hunt Club Road Nepean, ON K2G 3R4</p>
<p style="text-align: center;"><u>WEST</u> Tuesday, September 24 9:30 a.m. – 2:30 p.m. Hosted by: Waterloo CDSB Location: Boardroom Catholic Education Centre 35 Weber Street West – Unit A Kitchener, ON N2H 3Z1</p>	<p style="text-align: center;"><u>NORTHEAST</u> Saturday, September 28 8:30 a.m. – 2:30 p.m. Hosted by: Nipissing-Parry Sound CDSB Location: St. Joseph-Scollard Hall CSS 675 O'Brien Street North Bay, ON P1B 9R3 <i>A reception for delegates and guests will be held on the evening of Friday, September 27 at the Best Western, North Bay</i></p>
<p style="text-align: center;"><u>NORTHWEST</u> Friday, October 4 9:30 a.m. – 2:30 p.m. Hosted by: Thunder Bay CDSB Location: Catholic Education Centre - Boardroom 459 Victoria Ave. W. Thunder Bay, ON P7C 0A4</p>	

OCSTA's Regional Meetings provide an opportunity for regional networking and discussion while ensuring that OCSTA Directors and staff are informed about current local priorities and perspectives.

QUESTIONS FOR GROUP DISCUSSION

Boards are asked to review the following questions in advance of the meeting and **email written responses to cdemelo@ocsta.on.ca one week prior to the meeting**. Please be prepared to have the Chair or designate deliver the responses at the meeting.

1. Please provide an update on the status of local collective bargaining.
2. Please share any challenges your board may be experiencing.
3. Please highlight points of celebration / successes / achievements at your board to be delivered at the meeting by the Chair or designate.

REGISTRATION

Meetings are open to trustees, student trustees and senior board personnel (both academic and finance). The registration fee is \$146.90 (\$130.00 + \$16.90 HST).

Please click on the following Links to register:

September 17 – [CENTRAL Meeting](#)

September 19 – [EAST Meeting](#)

September 24 – [WEST Meeting](#)

September 28 – [NORTHEAST Meeting](#)

A reception for delegates and guests will be held on the evening of Friday, September 27. Please see attached invitation.

October 4 – [NORTHWEST Meeting](#)

Deadline for refunds due to cancellation is 2 weeks prior to each meeting. After that date, no refunds will be issued, under any circumstances – substitutions are welcomed.

ACCOMMODATION

If your delegates require overnight accommodation, please make your reservations directly with the hotel as soon as possible.

Central – September 17

Novotel Toronto North York

3 Park Home Avenue, Toronto, ON M2N 6L3

Distance from Catholic Education Centre 0.8 km

[Novotel North York](#)

East – September 19[Sandman Signature Ottawa Airport Hotel](#)

250 W. Hunt Club Road

[Hampton Inn](#)

2869 Gibford Drive

[Holiday Inn Express & Suites Ottawa Airport](#)

2881 Gibford Drive

West – September 24**The Walper Hotel - JDV by Hyatt**https://www.hyatt.com/en-US/hotel/canada/the-walper-hotel/yyzjd?src=corp_lclb_gmb_seo_yyzjd

Distance from Catholic Education Centre: 550 m – 2 min drive or 3 min walk

Crown Plaza Kitchener-Waterloo<https://www.ihg.com/crowneplaza/hotels/us/en/kitchener/ykfcphotel/detail>

Distance from Catholic Education Centre: 850 m – 4 min drive or 9 minute walk

Courtyard by Marriott Kitchener<https://www.marriott.com/en-us/hotels/ykfcck-courtyard-kitchener/overview/?scid=f2ae0541-1279-4f24-b197-a979c79310b0>

Distance from Catholic Education Centre: 5.5 KM – 11 min drive (not walkable)

DoubleTree by Hilton Kitchenerhttps://www.hilton.com/en/hotels/yhmcmdt-doubletree-kitchener/?SEO_id=GMB-AMER-DT-YHMCMDT&y_source=1_MTMymTE5MDktNzE1LWxvY2F0aW9uLndlYnNpdGU%3D

Distance from Catholic Education Centre: 5.6 KM, 10 Min Drive (not walkable)

Northeast – September 28

A block of rooms has been reserved at the Best Western in North Bay for the evening of September 27, 2024.

Best Western (click here for website)

700 Lakeshore Drive, North Bay

705-474-5800

\$139.99/night for 1 queen OR 2 doubles

\$159.99 for 1 king

Quote “OCSTA” for the group rate

Any rooms that are not booked in the block by **August 27th** will be released. Anyone calling after that date will not be guaranteed the above group room rate.

North West – October 4[Valhalla Hotel & Conference Centre](#)

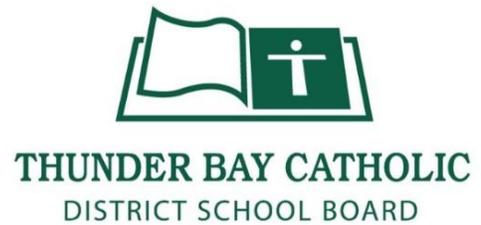
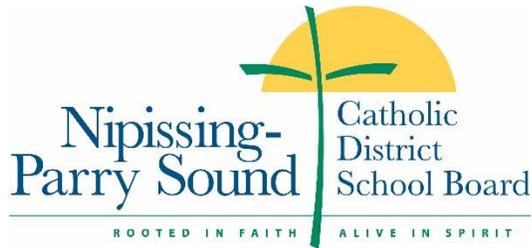
1 Valhalla Inn Road, Thunder Bay, ON P7E 6J1 (900)964-1121 or (807)577-1121

[Valhalla Hotel & Conference Centre - True Northern Hospitality](#)[Hampton Inn and Suites](#)

760 Arthur St. West, Thunder Bay, ON P7E 5R9 (807)577-5000

[Hampton Inn and Suites Thunder Bay, Ontario Hotel \(hilton.com\)](#)**Attachments:** Program, Regions Chart & Northeast Region Reception Invite

OCSTA extends gratitude to the Trustees and Staff of the Catholic District School Boards hosting our 2024 Regional Meetings:





Ontario Catholic School
Trustees' Association

OCSTA REGIONS

AREA	BOARDS/OCSTA REGION #
West	Bruce-Grey (4) Huron-Perth (4) London (5) Waterloo (4) Wellington (4) St. Clair (5) Windsor/Essex (5)
East	Algonquin & Lakeshore (10) Eastern Ontario (10) Peterborough-Victoria-Northumberland & Clarington (9) Ottawa (12) Renfrew (10) Simcoe-Muskoka (9)
North East	Huron-Superior (1) Nipissing-Parry Sound (1) Northeastern (1) Sudbury (1)
Central	Brant-Haldimand Norfolk (11) Dufferin-Peel (7) Durham (9) Halton (13) Hamilton-Wentworth (11) Niagara (11) Toronto (6) York (8)
North West	Kenora (2) Northwest (2) Superior North (2) Thunder Bay (2)



AGENDA

9:30AM	REGISTRATION
10:00AM	WELCOME <i>Michael Bellmore, President, OCSTA</i>
	GATHERING PRAYER <i>Chair, Host Board</i>
	LAND ACKNOWLEDGEMENT <i>OCSTA Director (from the Host Region)</i>
	PRESIDENT'S REPORT <i>Michael Bellmore, President, OCSTA</i>
10:45AM	CATHOLIC IDENTITY: CHRISTIAN SERVICE <i>Anne O'Brien, Director of Catholic Education, OCSTA</i>
11:45AM	LUNCH, INFORMAL DISCUSSION & NETWORKING
12:30PM	CATHOLIC EDUCATION WEEK 2025: PILGRIMS OF HOPE – JUBILEE YEAR <i>Anne O'Brien, Director of Catholic Education, OCSTA</i>
1:00PM	DIRECTOR OF CATHOLIC EDUCATION PERFORMANCE APPRAISAL <i>Nick Milanetti, Executive Director, OCSTA</i> <i>Anne O'Brien, Director of Catholic Education, OCSTA</i>
2:00PM	QUESTIONS FOR GROUP DISCUSSIONS <ol style="list-style-type: none">1. Please provide an update on the status of local collective bargaining.2. Please share any challenges your board may be experiencing.3. Please highlight points of celebration / successes / achievements at your board to be delivered at the meeting by the Chair or designate.
2:30PM	ADJOURNMENT <i>Michael Bellmore, President, OCSTA</i>