

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
SEPTEMBER 24, 2024**

***PUBLIC SESSION***

**TOPIC: UNAPPROVED MINUTES OF THE COMMITTEE OF THE  
WHOLE MEETING OF DATE SEPTEMBER 10, 2024**

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**RECOMMENDATION**

**THAT the** Niagara Catholic District School Board receive the unapproved Minutes of the Committee of the Whole Meeting of September 10, 2024, as presented.



# MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

## TUESDAY, SEPTEMBER 10, 2024

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Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, September 10, 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 Vice-Chair Burkholder.

### A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayer was led by Trustee Marino.

2. Roll Call

Vice-Chair Burkholder noted that Trustee Bruzzese 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	✓			
<b>Student Trustees</b>				
Emilio Geremia	✓			
Taylor Sexton	✓			

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 Huibers

**THAT** the Committee of the Whole approve the Agenda of the Committee of the Whole Meeting of September 10, 2024, as amended.

**Add Item G4 to the In Camera Session**

**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 June 11, 2024**

Moved by Trustee Joyner

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

**CARRIED**

6. **Consent Agenda Items**

Trustee Joyner requested Item 6.1 be held. This item was moved to Committee and Staff Reports Section D4 of the agenda.

6.1 **Capital Projects Progress Report Update**

Presented for information.

6.2 **In Camera Items G1**

Moved by Trustee Di Lorenzo

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

**CARRIED**

**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)**

Camillo Cipriano, Director of Education/Secretary-Treasurer, presented the Trustee Code of Conduct Policy (100.12).

The Committee of the Whole suggested the Trustee Code of Conduct Policy (100.12) be deferred to the September Board meeting for further clarification.

### **3. Governance Policy Review Schedule**

Director Cipriano presented the Governance Policy Review Schedule.

## **D. COMMITTEE AND STAFF REPORTS**

### **1. Director of Education and Senior Staff Introduction to the 2024-2025 School Year**

Director Cipriano and Senior Staff presented the Introduction to the 2024-2025 School Year report for Trustee information.

Director Cipriano and members of Senior Staff answered questions of Trustees.

### **2. Sacramental Preparation in our Catholic Schools**

Vice-Chair Burkholder introduced Krista Olivieri, Board Chaplaincy Leader and Amanda Wagg-Boyer, Religion & Family Life Consultant.

Ms. Olivieri and Ms. Boyer presented the report of Sacramental Preparation in our Catholic Schools for information.

Ms. Olivieri and Ms. Boyer answered questions of Trustees.

### **3. Monthly Updates**

#### **3.1 Student Trustees' Update**

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

#### **3.2 Senior Staff Good News Update**

Update shared during Item D1.

### **4. Capital Projects Progress Report Update**

Clarification was provided during Item D1.

## **E. INFORMATION**

### **1. Trustee Information**

#### **1.1 2024 OCSTA Fall Regional Meeting**

Vice-Chair Burkholder reminded Trustees of the 2024 OCSTA Fall Regional Meeting on September 17, 2024

Trustees were asked to confirm their attendance with Anna Pisano.

## **F. OTHER BUSINESS**

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

- 1.1 Director Cipriano noted that the Chair of the Growth and Retention Committee will be unavailable for the scheduled meeting on November 5<sup>th</sup>. Committee members agreed to reschedule the meeting to December 10, 2024.

## **G. BUSINESS IN CAMERA**

Moved by Trustee Huibers

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

**CARRIED**

Moved by Trustee Di Lorenzo

**THAT** the Committee of the Whole meeting be extended.

**CARRIED**

The Committee of the Whole moved into the In Camera Session of the Committee of the Whole Meeting at 9:21 p.m. and reconvened at 10:09 p.m.

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

Moved by Trustee Huibers

**THAT** the Committee of the Whole report the motions from the In Camera Session of the Committee of the Whole Meeting of September 10, 2024.

**CARRIED**

## **SECTION B: STUDENT TRUSTEES EXCLUDED**

Moved by Trustee Joyner

**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 June 11, 2024, as presented.

**CARRIED (Item G1)**

Moved by Trustee Di Lorenzo

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the recommendation as outlined in Item G2.1 of the In Camera Agenda.

**CARRIED (Item G2.1)**

Highlights of the Principal/Vice-Principal Tentative Agreement were provided.

Discussion took place regarding Executive Compensation.

A personal Trustee matter was discussed.

Moved by Trustee Di Lorenzo

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the recommendation as outlined in Item G3.2 of the In Camera Agenda.

**CARRIED (Item G4.2)**

Moved by Trustee Di Lorenzo

**THAT** the Committee of the Whole suspend Board By-Laws to hold a Special Board meeting

**CARRIED**

## **I. ADJOURNMENT**

Moved by Trustee Huibers

**THAT** the September 10, 2024 Committee of the Whole Meeting be adjourned.

**CARRIED**

This meeting was adjourned at 10:09 p.m.

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Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **September 10, 2024.**

Approved on **October 8, 2024.**

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Rhianon Burkholder  
Vice-Chair of the Board

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Camillo Cipriano  
Director of Education/Secretary -Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
SEPTEMBER 10, 2024**

***PUBLIC SESSION***

**TOPIC: APPROVED MINUTES OF THE SPECIAL EDUCATION  
ADVISORY COMMITTEE (SEAC) MEETING OF  
JUNE 5, 2024**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board receive the Approved Minutes of the Special Education Advisory Committee Meeting of June 5, 2024, as presented for information.



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

**WEDNESDAY, JUNE 5 , 2024  
 6:30 PM**

Virtual Meeting in Compliance with Education Act Section 207 and  
 Ontario Regulation 463/97 Section 5.1 (2)

**APPROVED**

**ROUTINE MATTERS**

**1. Land Acknowledgement – Julia Nemcko**

*Introduction:*

*The Niagara Catholic District School Board wishes to honour the Indigenous people who have been the protectors of this land, known as Turtle Island, for more than ten thousand years.*

*We begin this meeting by acknowledging the land on which we gather is the traditional territory of the Haudenosaunee and Anishinaabe peoples, many of whom continue to live and work here today. This territory is covered by the Upper Canada Treaties and is within the land protected by the Dish With One Spoon Wampum agreement. Today this gathering place is home to many First Nations, Métis and Inuit peoples and acknowledging reminds us that our great standard of living is directly related to the resources and friendship of Indigenous people.*

**2. Opening Prayer – Chair Somma**

**3. Roll Call**

<b>Roll Call Members</b>	<b>Affiliations</b>	<b>Yes</b>	<b>Excused</b>
Somma, Monique	Community Living (Welland/Pelham) - CHAIR	x	
Cipriano, Madeline	Learning Disabilities Association of Niagara Region		x
Maxwell, Michelle	Niagara Children’s Centre	x	
T.B.D.	Pathstone Mental Health		x
Andrea Pede	Down Syndrome Niagara	x	
Attree, Alexandria	Autism Ontario Niagara Region	x	
T.B.D.	Indigenous Representative		x

T.B.D.	Mainstream		x
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Christine Bowers	Community Living (Port Colborne/Wainfleet)	x	
Wilson, Alyson	Bethesda Services	x	
Donato, Krystine	Community Representative	x	
Joyner, Doug	Trustee of the Board	x	
Marino, Jim	Trustee of the Board	x	
Cipriano, Camillo	Director of Education		x
Filice, Adele	Principal, Secondary		x
Walsh, Susy	Principal, Elementary		x
Pizzoferrato, Gino	Superintendent of Education		x
Alli, Babra	Student Senate Representative		x
Di Gioia, Jim	Coordinator of Student Support	x	
Giancola, Danny	Coordinator of Student Support		x
Criddle, Ann Marie	Coordinator of Student Support		x

Observers	Affiliations	Yes	Excused
Keigan, Kelly	Speech-Language Pathologist		x
Brochu, Grace	Student Support Facilitator	x	
Nemcko, Julia	Behaviour Analyst	x	
Mancuso, Vince	Behaviour Resource Teacher	x	
Bailey, Babette	Teacher of the Deaf/Hard of Hearing		x
Hornick, Tina	Special Initiative Teacher	x	
Loughhead, Brooke	ABA Lead	x	
Taylor, Paige	Administrative Assistant/Recording Secretary	x	

**4. Approval of the Agenda**

**Moved by:** Alexandria  
Attree

**Seconded by:** Michelle  
Maxwell

**5. Declaration of Conflict of Interest**

No disclosure of interest was declared with any items on the agenda.

**6. Approval of Minutes of the Special Education Advisory Committee Meeting of May 1, 2024.**

**Moved by:** Alexandria Attree

**Seconded by:** Michelle Maxwell

**PRESENTATIONS**

- Jim Di Gioia – Special Education Plan

- **AGENDA ITEMS**

1. **Chair's Report** – Chair Somma
2. **Accessibility Committee Update** – Chair Somma
3. **Goals Update**

- **AGENCY REPORTS**

**Learning Disabilities Association of Niagara Region**

**Pathstone Mental Health** – Vacant  
N/A

**Down Syndrome Niagara** –Andrea Pede

**Autism Ontario Niagara Region** - Alexandria Attree

**Mainstream** – Vacant  
N/A

**Bethesda Services** –

**Extensive Needs Service – Niagara Collaborative**

**Community Living (Port Colborne/Wainfleet) – Christine**

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

**E. STUDENT REPORT**

**Student Senate Representative - Babra**

**2. STAFF REPORTS**

**Secondary Principal – A. Felice (Away)**

**Elementary Principal – S. Walsh (Away)**

**3. Student Support Department - Superintendent Pizzoferrato/Danny/Jim/Ann Marie**

**F. TRUSTEE REPORTS –Trustee Marino, Trustee Joyner**

**G. NCPIC REPORT – No update**

**H. NOTICES OF MOTION**

**I. INFORMATION ITEMS**

N/A

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

**L. NEXT MEETING**

Wednesday, September 4, 2024 at 6:30 pm

**M. ADJOURNMENT:**

**Motion to Adjourn:**

Monique Somma

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
SEPTEMBER 24, 2024**

***PUBLIC SESSION***

**TITLE: MINUTES OF THE NIAGARA CATHOLIC PARENT  
INVOLVEMENT COMMITTEE (NCPIC) MEETING OF  
JANUARY 11, 2024**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board receive the Minutes of the Niagara Catholic Parent Involvement Committee (NCPIC) Meeting of March 7, 2024, as presented for information.



NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

## MINUTES OF THE NIAGARA CATHOLIC PARENT INVOLVEMENT COMMITTEE MEETING

JANUARY 11, 2024

Minutes of the Meeting of the Niagara Catholic Parent Involvement Committee, held on Thursday, January 11, 2024 at 6:30 p.m., in the Father Kenneth Burns c.s.c. Board Room, at the Catholic Education Centre, 427 Rice Road, Welland, ON.

Co-Chair Annen called the meeting to order at 6:30p.m.

### A. ROUTINE MATTERS

#### 1. Land Acknowledgement and Opening Prayer

Director Cipriano led the Land Acknowledgement and Fr. Paul MacNeil led the Opening Prayer.

#### 2. Roll Call:

Parent Members	Present In-person	Present Electronically	Excused	Absent
Brenda Annen, <b>Co-Chair</b>	√			
Carrie Vernelli, <b>Co-Chair</b>			√	
Alexandria Attree	√			
Julie Bateman		√		
Chris Campbell			√	
Marilyn Fabiano		√		
Kate Hingston	√			
Maria Imbriano			√	
Stephanie Ireland				√
Leanne Prince		√		
<b>Bishop/Diocesan Representative</b>				
Fr. Paul MacNeil	√			
<b>Secondary Student Senate Representative</b>				
Myla Novak			√	
<b>Trustees</b>				
Danny Di Lorenzo, Chair of the Board				√
Joe Bruzzese		√		

The following staff attended:

**Camillo Cipriano**, Director of Education, **Lee Ann Forsyth-Sells**, Superintendent of Education, **Joe Tornabuono**, Elementary Principal, and **Yvonne Anderson**, Recording Secretary/Administrative Assistant

Regrets Received: Chris Campbell, Maria Imbriano, Carrie Vernelli, Myla Novak. Kevin Timmins and Josie Rocca.

Guests in attendance: Joseph Zaroda, Superintendent of Education, 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 and Dino Nardangeli, Experiential Learning (K-12); Technology, Co-op and Ontario Youth Apprenticeship Program.

**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 January 11, 2024 as presented.

**CARRIED**

**4. Declaration of Conflict of Interest**

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

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

Moved by: Kate Hingston

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

**CARRIED**

**B. PRESENTATION**

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

Superintendent Forsyth-Sells welcomed and introduced Joseph Zaroda, Superintendent of Education and his team to the meeting of the Niagara Catholic Parent Involvement Committee. Superintendent Zaroda, introduced his team: 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 and Dino Nardangeli, Experiential Learning (K-12); Technology, Co-op and Ontario Youth Apprenticeship Program and thanked the members of the NCPIC for the opportunity to make a presentation. He provided a brief background on the importance of implementing pathway opportunities in alignment with the Niagara Catholic system priorities, and strategic directions to “Advance Student Achievement for All Students”. Superintendent Zaroda, stated that these learning opportunities would not be implemented or successful without the support of dedicated teachers, the Director of Education and the Senior Administrative Team.

The team provided a presentation on the various programs offered to students in our Catholic secondary schools to support student achievement and well-being, as they explore a wide range of career options and work towards receiving an Ontario Secondary School Diploma. Niagara Catholic offers 15 Specialist High Skills Major sectors, Technology and Skilled Trades programming, Dual Credit courses in partnership with Niagara College, as well as the Ontario

Youth Apprenticeship Program (OYAP), Cooperative Education and Experiential Learning. All programs offer students hands-on, real-world learning, and experiential learning beyond the classroom, while building on their global competencies.

Erin Farkas also reported that the Ontario government is implementing a new high school graduation requirement to help better prepare students across our province for the jobs of tomorrow. This mandatory high school graduation requirement will empower students with early exposure to technological education and skilled trades. Starting with students entering Grade 9 in September 2024, all students will now be required to earn a Grade 9 or 10 Technological Education credit as part of their Ontario Secondary School Diploma. A brief question and answer period followed the presentation.

### **C. CO-CHAIR REPORTS**

Nil report.

### **D. SUBCOMMITTEE REPORTS**

Co-Chair Annen reported that there was a positive response to the implementation of the faith formation, parent engagement and prom project subcommittees. Subcommittee meeting dates and times will be established and sent to all members for participation.

### **E. POLICY**

Co-Chair Annen reported that the following policies are currently being vetted:

1. Employee Hospitality Policy (201.14)
2. Student Transportation Policy (500.2)
  - Feedback to be submitted on behalf of the NCPIC, is to be sent to Yvonne Anderson no later than 12:00 p.m. on Monday, January 22, 2024.
  - Feedback being submitted as an individual, is to be sent directly to Anna Pisano no later than 12:00 p.m. on Tuesday, January 23, 2024.

### **F. REPORT FROM THE DIRECTOR'S DESIGNATE SUPERINTENDENT OF EDUCATION**

#### 1. Niagara Catholic Equity Action Plan

Superintendent Forsyth-Sells reported the Niagara Catholic Equity Action Plan was presented at the Board Meeting of December 19, 2023 and was provided to all NCPIC members for information. Superintendent Forsyth-Sells reported that Niagara Catholic schools, foster, inclusive, equitable and safe school communities where all are welcomed and 'called by name', supporting all students. Niagara Catholic continues to implement equitable and inclusive educational practices to confront racism and discrimination that can negatively affect student learning, achievement, and well-being, to improve student outcomes for all students within a culture of respect, acceptance and a sense of belonging.

The Equity Action Plan 2023-2026, has been developed using a guideline from the Education Equity Secretariat of the Ministry of Education in the following areas:

- School and Classroom Practices
- Data Collection, Integration and Reporting
- Leadership, Governance, and Human Resources Services

Within these areas there are specific actions for implementation in Niagara Catholic schools to meet the needs of all students and staff. The Equity Action Plan was provided for information.

2. Proposed Presentation: Niagara Region Public Health

Superintendent Forsyth-Sells proposed that Niagara Region Public Health is available to present at the March 7, 2024 NCPIC meeting. Three topics including brief descriptions were provided for consideration:

- Option 1-Adolescent Brain and Substance Use Prevention
- Option 2-Raising Competent, Confident Kids
- Option 3-Youth connectedness – Helping Students Thrive

There was a discussion about hosting a parent engagement event to include all topics and a faith formation component for parent participation. Superintendent Forsyth-Sells will follow-up with Public Health and further discussion will take place at the subcommittee meeting.

3. Ontario Association of Parents in Catholic Education (OAPCE)

Superintendent Forsyth-Sells reported that no applications were received for the position of the Niagara Catholic OAPCE Regional Director.

Superintendent Forsyth-Sells shared that OAPCE will be celebrating 85 years of operation in 2024. The OAPCE Conference will take place on Friday, April 12 and Saturday, April 13, 2024 in Toronto. The theme for the celebration is: “A Celebration of Change, Commitment and Catholic Education” and His Grace Archbishop Francis Leo will preside over the Mass. Further details are to follow.

Superintendent Forsyth-Sells stated in accordance with the Niagara Catholic Parent Involvement Committee Policy and AOP (800.7), members of the Niagara Catholic Parent Involvement Committee will be reimbursed for pre-approved expenses for conferences attended on behalf of the NCPIC, including accommodation, mileage, parking and meals through the Director’s designate/Superintendent of Education.

4. Catholic School Council Funding Application

Superintendent Forsyth-Sells reported that currently 8 elementary and 2 secondary Catholic School Councils have submitted an application for funding to support parent engagement in their school communities.

5. NCPIC Financial Report

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



## **G. SEAC REPORT**

Alexandria Attree provided a report on behalf of the Special Education Advisory Committee.

Highlights included:

- Professional Development for staff.
- LearnStyle presented at the December 6, 2023 SEAC meeting.
- Applied Behaviour Analysis Specialized Education – Julia Nemcko (ABA Lead) presented at the December 2023 SEAC meeting.
- Let's Read After-School Reading Program
- Psycho-Educational Assessments. Pryor Linder and Associates
- Full BMS Certification
- Lexia PowerUp: Professional Learning Sessions
- Improve Transitions for all students (into school for the first time from elementary to secondary)

## **H. BISHOP/DIOCESAN REPORT**

- Fr. Paul MacNeil extended a Merry Christmas and Happy New Year on behalf of Bishop Bergie.
- Fr. Paul MacNeil is currently working on a diocesan wide document on sacramental preparation and relationships between the school and the church.

Upcoming dates of significance:

- January 18-25: Week of Prayer for Christian Unity
- February 2: World Day for Consecrated Life
- February 11: World Day of the Sick
- February 14: Ash Wednesday which is also Valentine's day. Fr. Paul MacNeil stated that the celebrations are very different but at a deep level both very much the same - a true love of self and an awareness of our need to turn back to God and a deep love of others, especially those who are close to us.

## **I. STUDENT SENATE REPORT**

Co-Chair Annen provided a report on behalf of Myla Novak.

- Student Senate hosted the Lead Out Loud Conference for elementary student senators at St. Alfred Church in November. The keynote speaker and activities were provided by *unlearn*. Secondary student senators led leadership activities. Positive feedback was received from the elementary student senators.
- Planning for the Time to Shine Formal for students with special educational needs is underway at Holy Cross Catholic Secondary School on February 13, 2024.
- Planning is also underway for Board-wide Toy Drive fundraiser to support McMaster Children's Hospital.

## **J. STAFF REPORTS**

Elementary Principal, Tornabuono provided elementary school updates for information.

Highlights included:

- Niagara Catholic elementary schools are preparing for Kindergarten Open Houses and the registration process.
- Niagara Catholic elementary schools will be working with their local Catholic secondary school on the transition from elementary school to secondary school. Secondary staff from the Student

Services Departments visited the grade 8 classes to review grade 9 course selections, the Ontario Secondary School Diploma (OSSD) requirements and to answer any questions.

- On-line Registration for French Immersion will open on 7:30 a.m., on January 15, 2024 for students entering Kindergarten to Grade 1.
- Family Numeracy and Literacy Day will take place on January 27, 2024.
- Term 1 Ontario Provincial Report Cards for elementary students will be issued the week February 12.
- Intermediate Volleyball and Junior Basketball has come to an end and intermediate basketball teams will be created.

**K. TRUSTEE REPORTS**

- Nil Report

**L. NEW BUSINESS/AGENDA ITEMS-DISCUSSION FOR FUTURE MEETINGS**

No new business or agenda items were received.

**M. NEXT MEETING:** Thursday, March 7, 2024 at 6:30 p.m. at the Catholic Education Centre.

**N. CLOSING PRAYER:** Fr. Paul MacNeil led the closing prayer.

**O. ADJOURNMENT**

Moved by: Kate Hingston

**THAT** the January 11, 2024 meeting of the Niagara Catholic Parent Involvement Committee be adjourned.

**CARRIED**

This meeting was adjourned at 8:01p.m.

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**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
SEPTEMBER 24, 2024**

***PUBLIC SESSION***

**TITLE: MINUTES OF THE AUDIT COMMITTEE MEETING OF  
JUNE 7, 2024**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board receive the Minutes of the Audit Committee Meeting of June 7, 2024, as presented for information.



# MINUTES OF THE AUDIT COMMITTEE MEETING (PUBLIC SESSION)

## FRIDAY, JUNE 7, 2024

Minutes of the Audit Committee Meeting (public session) of the Niagara Catholic District School Board, held on June 7, 2024 electronically in compliance with Education Act Section 207 and Ontario Regulation 463/97 Section 5.1(2).

The meeting was called to order at 10:03 a.m. by Chair Mario Falvo.

### A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayer was led by Director Camillo Cipriano.

2. Roll Call

Committee Member	Present	Present Electronically	Absent	Excused
Joe Bruzzese			✓	
Danny Di Lorenzo in place of Rhianon Burkholder		✓		
Larry Huibers		✓		
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
- Philip Racco**, Partner, Enterprise Risk Services at MNP LLP.

Staff in attendance:

- Grant Frost**, Chief Information Officer
- William Mancini**, IT Engineer
- John Forte**, Privacy and Risk-Advisor
- Shari Bush**, Recording Secretary/Administrative Assistant, Business and Financial Services

**3. Approval of the Public Agenda of June 7, 2024.**

Moved by Trustee Huibers

Seconded by Trustee Di Lorenzo

**THAT** the Niagara Catholic Audit Committee approve the Agenda of the Audit Committee Meeting (Public Session) of Friday, June 7, 2024.

**CARRIED**

**4. Declaration of Conflict of Interest**

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

**5. Approval of Minutes of the Audit Committee Meeting (Public Session) of April 17, 2024**

Moved by Trustee Huibers

Seconded by Chair Mario Falvo

**THAT** the Niagara Catholic Audit Committee approve the Minutes of the Audit Committee Meeting (Public Session) of April 17, 2024.

**CARRIED**

**B. REPORTS**

**1. Regional Internal Audit Status Report**

Andrea Eltherington presented the RIAT Status Report to the committee members.

**1.1 Annual Independence Assertion**

Andrea Eltherington presented the Regional Internal Audit Team Internal Annual Independence Assertion.

**C. BUSINESS IN CAMERA**

Moved by Trustee Huibers

Seconded by Chair Mario Falvo

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

**CARRIED**

Discussion took place regarding Audits in-Progress, the Strategic Risk Assessment (2023-2024), Penetration Testing Report, the 2024-2025 Audit Plan Proposal and Open Audit Recommendations.

The Niagara Catholic Audit Committee moved into the In Camera Session of the Committee Meeting at 10:08 a.m. and reconvened at 11:06 a.m.

**D. FUTURE MEETINGS**

Next Audit Committee Meeting is Wednesday, September 18, 2024 at 10:00 a.m.

## **E. ADJOURNMENT**

Moved by Trustee Huibers

Seconded by Trustee Di Lorenzo

**THAT** the June 7, 2024 meeting of the Niagara Catholic Audit Committee be adjourned.

**CARRIED**

The Niagara Catholic Audit Committee Meeting was adjourned at 11:12 a.m.