

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 26, 2024**

PUBLIC SESSION

**TOPIC: UNAPPROVED MINUTES OF THE COMMITTEE OF THE
WHOLE MEETING OF NOVEMBER 12, 2024**

RECOMMENDATION

THAT the Niagara Catholic District School Board receive the unapproved Minutes of the Committee of the Whole Meeting of November 12, 2024, as presented.



MINUTES OF THE COMMITTEE OF THE WHOLE MEETING TUESDAY, NOVEMBER 12, 2024

Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, November 12, 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 Burkholder.

2. Roll Call

Vice-Chair Burkholder noted that Student Trustee Sexton and Trustee Turner asked to be excused.

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				
Emilio Geremia	✓			
Taylor Sexton				✓

The following staff were in attendance:

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

3. **Approval of the Agenda**

Moved by Trustee Marino

THAT the Committee of the Whole approve the Agenda of the Committee of the Whole Meeting of November 12, 2024, as presented.

CARRIED

4. **Declaration of Conflict of Interest**

No Declaration of Conflict of Interest was declared with any items on the Agenda.

5. **Approval of Minutes of the Committee of the Whole Meeting of October 8, 2024**

Moved by Trustee Huibers

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of October 8, 2024, as presented.

CARRIED

6. **Consent Agenda Items**

6.1 **Annual Reports for Catholic School Councils and the Niagara Catholic Parent Involvement Committee 2024-2024**

Presented for information.

6.2 **Staff Development Department Professional Development Opportunities**

Presented for information.

6.3 **Capital Projects Progress Report Update**

Presented for information.

6.4 **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)

Director Cipriano presented the Trustee Code of Conduct Policy (100.12) and noted that, although the Trustee Code of Conduct Policy (100.12) has returned from vetting, further vetting is needed due to requested Ministry of Education Regulation changes.

The Committee of the Whole suggested the following amendments:

- No amendment

The Committee of the Whole requested that the Trustee Code of Conduct Policy (100.12), be vetted from November 13, 2024 to December 19, 2024 with a recommended deadline for presentation to the Committee of the Whole in January, for consideration to the Board in January.

2.2. Trustee Electronic Meetings (Board and Committees) (100.8)

Director Cipriano presented the Trustee Electronic Meetings (Board and Committees) (100.8).

The Committee of the Whole suggested the following amendments:

- No amendment

The Committee of the Whole requested that the Trustee Electronic Meetings (Board and Committees) (100.8), be vetted from November 13, 2024 to December 19, 2024 with a recommended deadline for presentation to the Committee of the Whole in January, for consideration to the Board in January.

3. Governance Policy Review Schedule

Director Cipriano presented the Governance Policy Review Schedule.

D. COMMITTEE AND STAFF REPORTS

1. K-12 Experiential Learning and Technology, Cooperative Education, School College to Work, Ontario Youth Apprenticeship Program (OYAP), and Specialist High Skills Major (SHSM)

Joseph Zaroda, Superintendent of Education provided background information on the K-12 Experiential Learning and Technology, Cooperative Education, School College to Work, Ontario Youth Apprenticeship Program (OYAP), and Specialist High Skills Major (SHSM) programs, and introduced David Cristelli, Coordinator-Experiential Learning (K-12)-Technology, Specialist High Skills Major, Cooperative Education and Ontario Youth Apprenticeship Program, Fran Vella, Coordinator of Student Success, Tino Nuccitelli,

Consultant-Specialist High Skills Major (SHSM) Certifications, Dual Credits and Experiential Learning and Dino Nardangeli, Consultant-Ontario Youth Apprenticeship Program (OYAP)/Cooperative Education.

Mr. Cristelli and Ms. Vella presented the K-12 Experiential Learning and Technology, Cooperative Education, School College to Work, Ontario Youth Apprenticeship Program (OYAP), and Specialist High Skills Major (SHSM) report.

Mr. Cristelli and Ms. Vella answered questions of Trustees.

2. **Niagara Catholic Graduation Rates for the 2018-2019 and the 2019-2020 Grade 9 Cohorts as of August 31, 2023**

Lee Ann Forsyth-Sells, Superintendent of Education presented the Niagara Catholic Graduation Rates for the 2018-2019 and the 2019-2020 Grade 9 Cohorts as of August 31, 2023.

3. **Monthly Updates**

3.1 **Student Trustees' Update**

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

3.2 **Senior Staff Good News Update**

Senior Staff highlights included:

Superintendent Pizzoferrato

- A strong partnership between the Student Support Department, family, school staff, and board psychologists has helped a student with ASD transition from limited communication and behavioral challenges in elementary school to full-day attendance, curriculum access, and peer interaction in high school, all supported by effective ABA interventions and dedicated teamwork.

Superintendent Rocca

- On Friday, November 8th, the grade 12 Peace and Politics class at Notre Dame College, alongside community partners from the City of Welland, the Niagara Peninsula Conservation Authority, Niagara College, and the Indigenous education team, gathered to commemorate Indigenous Veterans Day by creating a unity garden as a symbol of truth, peace, and reconciliation, with generous support from local leaders and organizations.

E. INFORMATION

1. **Trustee Information**

The Senior Staff and Trustee Advent Retreat will be held on Wednesday, December 11, 2024 at Holy Cross Catholic Secondary School

F. OTHER BUSINESS

1. General Discussion to Plan for Future Action

- 1.1 Director Cipriano reminded Trustees of the December Organizational meeting of the Board at 6:00 pm prior to the Committee of the Whole.
- 1.2 The next Growth and Retention Committee meeting is scheduled for Tuesday, December 10, 2024 at 5:30 pm.
- 1.3 Audit Committee meeting scheduled for Wednesday, November 20, 2024 at 10:00 am.

G. BUSINESS IN CAMERA

Moved by Trustee Di Lorenzo

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 8:10 p.m. and reconvened at 8:29 p.m.

H. REPORT ON THE IN-CAMERA SESSION

Moved by Trustee Di Lorenzo

THAT the Committee of the Whole report the motions from the In Camera Session of the Committee of the Whole Meeting of November 12, 2024.

CARRIED

SECTION B: STUDENT TRUSTEES EXCLUDED

Moved by Trustee Di Lorenzo

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 October 8, 2024, as presented.

CARRIED (Item G1)

The Board was updated on a legal matter.

I. ADJOURNMENT

Moved by Trustee Joyner

THAT the November 12, 2024 Committee of the Whole Meeting be adjourned.

CARRIED

This meeting was adjourned at 8:30 p.m.

Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **November 12, 2024.**

Approved on **December 3, 2024.**

Rhianon Burkholder
Vice-Chair of the Board

Camillo Cipriano
Director of Education/Secretary -Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 26, 2024**

PUBLIC SESSION

**TITLE: MINUTES OF THE SPECIAL EDUCATION ADVISORY
COMMITTEE (SEAC) MEETING OF
OCTOBER 2, 2024**

RECOMMENDATION

THAT the Niagara Catholic District School Board receive the Minutes of the Special Education Advisory Committee (SEAC) Meeting of October 2, 2024 as presented for information.



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

**WEDNESDAY, OCT 2, 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 – Chair Somma

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

Members	Affiliations	Yes	Excused
Somma, Monique	Community Living (Welland/Pelham) - CHAIR	X	
Cipriano, Madeline	Learning Disabilities Association of Niagara Region		X
Maxwell, Michelle	Niagara Children’s Centre		X
Bowers, Christine	Community Living (Port Colborne/Wainfleet)	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
Erica Simmanivong-Elizarraras	Mainstream		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	
Kate Bishop	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
Prohaszka, Ashley	EA	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

- Alyson Wilson
- Jim Marino

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 September 4, 2024.

- Jim Marino
- Alyson Wilson

- **AGENDA ITEMS**

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

- **AGENCY REPORTS**

Learning Disabilities Association of Niagara Region

Pathstone Mental Health – Vacant
N/A

Down Syndrome Niagara – Andrea Pede

AGENCY UPDATES

Friendship Walk 2024

The annual Friendship Walk for Down Syndrome Niagara was a major success, fostering community support and celebration. Participants walked along the Welland Canal to raise awareness and funds. The day was filled with family-friendly activities, live entertainment, and moments of unity. The generosity of sponsors and participants allows Down Syndrome Niagara to continue providing resources, community event information, and fundamental support for families, particularly those newly navigating a Down syndrome diagnosis.

Friendship Walk 2025

Plans for next year's Friendship Walk is already in the works, and we are scheduled for Sunday, September 21st, 2025, at the Grantham Lion's Club in St. Catharine's.

UPCOMING EVENTS

- √ **DSAO's "Down Right Incredible" Annual Conference** – October 18th & 19th at Great Wolf Lodge
- √ **DSN Halloween Party** – Sunday, October 27th, 2024, from 3-7 pm at St. Columba Church in St. Catharine's
- √ **DSN Christmas Party** – Sunday, December 1st, 2024, from 11-2 pm at Americana Conference Resort

FYI

In the United States, October is recognized as Down Syndrome Awareness Month by the NDSS. Canadian Down Syndrome Week is from October 20 – 26th, 2024. This year, the Canadian Down

Syndrome Society will highlight the importance of social connections for health and happiness, while also addressing the societal barriers that contribute to social isolation within the Down syndrome community. Many youths and adults with Down syndrome feel ignored or misunderstood by society, especially after finishing school, when their routines shift, leading to increased isolation.

Additional Guides and Resources:

- ◆ [Education Resources](#)
- ◆ [21 Welcomes: A Guide for New Parents](#)

Autism Ontario Niagara Region - Alexandria Attree

Mainstream – Erica Simmanivong - Elizarraras

Extensive Needs Service – Niagara Collaborative

Community Living (Port Colborne/Wainfleet) – Christine

- November 28th is our date to have the grand opening of the new Rita Smith Entertainment Center as well as our retrofitted sensory room. Our sensory room will be open to other agencies as well as the community.
- lots of activities planned including a float in the Port Colborne Christmas parade.

Community Living (Welland/Pelham) – Monique Somma

E. STUDENT REPORT

Student Senate Representative - Kate

- Grade nine orientation

The grade nines visited their registered high schools to participate in fun engaging collaborative activities and met their classmates. The games were constructed to be engaging and accessible for all. Overall, a great event.

- Pilgrimage

Each school is organizing their annual pilgrimage which has become much more accessible since the walk takes place right after school and will have all the EA's at the walk. There will be teachers posted at every cross walk to ensure safety when crossing the roads. It will be an event to look forward to!!

- Lead Out Loud

Student senate is getting prepared to run our yearly Lead Out Loud event for all the student leaders at our elementary schools. After our keynote speaker, all the family of schools senators will get together with their high school senators and will discuss what it means to be responsible online with social media, and to understand the impacts of exclusion and ostracizing. Another informative and inclusive event!

2. STAFF REPORTS

Secondary Principal – A. Felice

Elementary Principal – S. Walsh

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

SEAC – Student Support Update Sept. 2024

1. IEPS

Teachers and ERTs have been continuing their work with IEP development using the new RISE

platform. We have been working closely with school staff to guide and support this new initiative.

2. GIFTED PROGRAMS

We have our first Gifted module scheduled for the beginning of October. This outdoor education module will be held at St. Johns Valley Centre. Students will engage in an orienteering and compass reading hike to learn the various parts of a compass and how to use it properly. They must then use specific directions to find checkpoints throughout the property. Students will work together in teams, drafting a design and creating a raft that will be tested in the creek! Our PRTs and MDTs both create and deliver these unique experiences for our students.

3. MUSIC WITH MENDELT

We are pleased to offer the opportunity for our secondary Special Educations classroom students and staff to participate in virtual sessions with **Niagara Catholic ROCKS with Mendelt** for the 2024-2025 school year. Mendelt Hoekstra is a Music Therapist and Executive/Artistic Director of the Momentum Choir. Mendelt will be providing weekly music sessions. Thank you to the Student Support Facilitators for supporting this initiative.

4. SEPTEMBER PD DAY

Student Support staff, alongside NSTS staff offered an information session that focused on supporting students on the bus with their communication needs. For students who are neurodiverse, the bus ride to and from school can be a trigger to their dysregulation systems and can lead to behaviours that are unsafe for the student as well as others on the bus. This workshop focused on strategies used by many of Niagara Catholic's Support Staff across the system to keep our students safe on the bus. Each participant will be provided with visuals, a tip sheet, resources, and a trauma-informed lens to support the home-school-NSTS partnership in keeping children happy, safe and engaged on the bus.

5. Pryor Linder and Associate Psycho-Educational Assessments

We are continuing with providing Psycho-educational assessments to students who warrant this support. Pryor Linder and Associates is our partner agency that is providing the examiner and resources to conduct the assessment. Parents, student and staff are then invited to a feedback meeting that is meant to highlight the details of the report and recommendations that will support the students educational program.

6. Niagara Student Transportation Services

Student Support Coordinators, principals, vice-principals and other department members work very closely with NSTS staff to provide seamless, effective and enjoyable transportation to and from school under the guidelines of our policy. Our team communicates quite often with NSTS staff concerning new transportation plans and updating current transportation plans. Our busiest months are typically September and June. We also celebrate situations when students have learned new skills and have gained further independence to elevate to a less intrusive form of transportation. We do thank our colleagues at NSTS for the work they do to support students and families with their transportation needs.

Gino added:

Additional SLP assessments for the new school year until the end of October.

ABASE class is running and already celebrating student success

Special Education Classroom Event hosted by BT

Deploying additional EAs – assessing school needs with a transparent process to deploy

F. TRUSTEE REPORTS –Trustee Marino, Trustee Joyner

Marino for SEAC Committee meeting, Wednesday, October 2, 2024

Thank you Madam chair, just in case some of you have not seen it yet, I would encourage you to have a “look see”. Cudos to the school board’s communications department staff on their recent newly designed Niagara Catholic District School Board website. They have done a fantastic job with it. It’s easy to read, eye catching and has a wealth of information about the board’s services, schedules, programs, activities and reams and reams of other information that’s all very well presented. I’m sure members of the SEAC committee will find some of the information very relevant as partners in the Niagara community. Examples include information on the Mental Health Team, the Special Education Team, a section on Understanding Special Education that answers questions and directs parents to sources of assistance, Anti-bullying and Mental Health Support information, Virtual Learning and Personal Support Worker Certification programs.

There are also a number of recent board/and staff related events on the website complimented by some great colourful photos and sketches. For instance,

The New Minister of Education Jill Dunlop’s visit to the new St. Elizabeth Catholic Elementary School in Wainfleet, National Truth and Reconciliation week activities that staff and trustees participated in, Celebrating Black Heritage and Excellence, 65th Anniversary at St. Patrick Catholic Elementary School in Port Colborne that brought former and current students and members of the community together, and Happy National Custodian Appreciation Day that offers heartfelt thanks to dedicated custodial staff for keeping schools clean, organized and safe. The website has information about happenings, programs, services and staff of a very vibrant school board that we may never know or hear about without keying in niagaracatholic.ca. Again, I encourage you to have a look.

G. NCPIC REPORT

H. NOTICES OF MOTION

I. INFORMATION ITEMS

N/A

J. MOMENT OF SILENCE / REFLECTION OF LIFE

L. NEXT MEETING

Wednesday, Nov 6, 2024 at 6:30 pm

M. ADJOURNMENT:

Motion to Adjourn:

Monique Somma

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 26, 2024**

PUBLIC SESSION

**TITLE: MINUTES OF THE NIAGARA CATHOLIC PARENT
INVOLVEMENT COMMITTEE (NCPIC) MEETING OF
SEPTEMBER 5, 2024**

RECOMMENDATION

THAT the Niagara Catholic District School Board receive the Minutes of the Niagara Catholic Parent Involvement Committee (NCPIC) Meeting of September 5, 2024 as presented for information.



**MINUTES OF THE
NIAGARA CATHOLIC PARENT INVOLVEMENT COMMITTEE MEETING
SEPTEMBER 5, 2024**

Minutes of the Meeting of the Niagara Catholic Parent Involvement Committee, held on Thursday, September 5, 2024 at 6:30 p.m., in the Father Kenneth Burns csc Board Room, at the Catholic Education Centre, 427 Rice Road, Welland, ON.

Superintendent Forsyth-Sells welcomed new and returning members to the Niagara Catholic Parent Involvement Committee and stated that the meetings of the Niagara Catholic Parent Involvement Committee will be livestreamed, recorded and posted on the Board website. Superintendent Forsyth-Sells informed the members that she would be presiding over the meeting until the election of the Chair and/or Co-Chairs of the Niagara Catholic Parent Involvement Committee.

Superintendent Forsyth-Sells called the meeting to order at 6:32p.m.

A. ROUTINE MATTERS

1. Opening Prayer

Fr. Paul MacNeil led the Land Acknowledgement and the opening prayer.

Welcome

Superintendent Forsyth-Sells invited all NCPIC members to introduce themselves.

Chair DiLorenzo and Director Cipriano thanked all members for their support and commitment to Catholic education and parent engagement in the Niagara Catholic District School Board.

2. Roll Call:

Parent Members	Present In-person	Present Electronically	Excused	Absent
Brenda Annen	√			
Julie Bateman	√			
Rose Heron	√	(Arrived at 6:40pm)		
Kate Hingston	√			
Sara Ivicic	√			
Jacqueline Kelly	√			
Caroline Polgrabia	√			
Laura Thomas	√			
Carrie Vernelli	√			
Bishop/Diocesan Representative				
Fr. Paul MacNeil	√			
Community Representatives				
Josie Rocca-St. Vincent de Paul	√			
Alexandra Gonzalez	√			
Secondary Student Senate Representative				
TBA				
Trustees				
Chair of the Board, Danny Di Lorenzo	√			

Joe Bruzzese			√	
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The following staff attended:

Camillo Cipriano, Director of Education, **Lee Ann Forsyth-Sells**, Superintendent of Education, **Maria Solomon**, Elementary Principal, **Kevin Timmins**, Secondary Principal, and **Yvonne Anderson**, Recording Secretary/ Administrative Assistant.

Regrets Received: Joe Bruzzese

3. Commissioning of the Niagara Catholic Parent Involvement Committee

Fr. Paul MacNeil presided over the commissioning ceremony of the members of the Niagara Catholic Parent Involvement Committee as they publicly proclaimed their commitment to promote the Mission of Catholic education and the Mission, Vision and Values of the Niagara Catholic District School Board.

4. Approval of the Agenda

Moved by: Carrie Vernelli

THAT the Niagara Catholic Parent Involvement Committee approve the agenda of the Niagara Catholic Parent Involvement Committee Meeting of September 5, 2024 as presented.

CARRIED

5. Declaration of Conflict of Interest

Jacqueline Kelly informed the members of the Niagara Catholic Parent Involvement Committee that she is an employee of the Board.

6. NCPIC Membership 2024-2025 and Terms of Office

Superintendent Forsyth-Sells reviewed the parent/guardian membership, and the terms of office for parent members were determined by consensus.

Parent Members	One Year Term	Two Year Term
Brenda Annen		√
Julie Bateman		√
Rose Heron		√
Kate Hingston	√	
Sara Ivicic		√
Jacqueline Kelly	√	
Caroline Polgrabia	√	
Laura Thomas		√
Carrie Vernelli		√

7. Election of Chair and/or Two Co-Chairs

Superintendent Forsyth-Sells reviewed the procedures for the election of the Chair and/or two Co-Chairs in accordance with the *Education Act* and By-Laws of the Niagara Catholic Parent Involvement Committee.

Superintendent Forsyth-Sells asked the parent members if they wished to elect a Chair or two Co-Chairs to chair the meetings of the NCPIC for a term of two years. By consensus, the parent members chose to elect a Chair of NCPIC meeting for a term of two years. Before the election, Superintendent Forsyth-Sells appointed Trustee Di Lorenzo and Principal Timmins as scrutineers if required, and asked if there were any questions about the procedures before proceeding. Clarification on the role and responsibilities of the Co-Chairs was requested. Superintendent Forsyth-Sell reviewed the roles and responsibilities of the Co-Chairs as per the NCPIC By-Laws.

Superintendent Forsyth-Sells asked for nominations for the position of Chair of the Niagara Catholic Parent Involvement Committee to hold office for a two-year term.

Moved by: Carrie Vernelli

THAT Laura Thomas be nominated for the position of Chair of the Niagara Catholic Parent Involvement Committee to hold office for a two-year term.

Superintendent Forsyth-Sells asked Laura Thomas if she wished to stand for the position of Chair of the Niagara Catholic Parent Involvement Committee. Laura thanked Carrie, and accepted nomination.

Superintendent Forsyth-Sells asked if there were any further nominations. There were no further nominations forthcoming. Superintendent Forsyth-Sells stated seeing none, Laura Thomas was acclaimed as the Chair of the Niagara Catholic Parent Involvement Committee.

Superintendent Forsyth-Sells turned the Chairship over to Laura Thomas.

8. 2024-2025 Ontario Association for Parents in Catholic Education (OAPCE) Membership

Superintendent Forsyth-Sells reported that Niagara Catholic has renewed the OAPCE membership for the 2024-2025 school year and was pleased to announce that Carrie Vernelli has submitted her application as the Niagara Catholic OAPCE Regional Director. Superintendent Forsyth-Sells asked if any other parent was interested in the position of the Niagara Catholic OAPCE Regional Director. Seeing none, Carrie Vernelli was acclaimed as the Niagara Catholic OAPCE Regional Director.

9. Approval of the Niagara Catholic Parent Involvement Committee Meeting Minutes of January 11, 2024

Moved by: Julie Bateman

THAT the Niagara Catholic Parent Involvement Committee approve the minutes of the Niagara Catholic Parent Involvement Committee Meeting of January 11, 2024 as presented.

CARRIED

B. POLICY

Chair Thomas, reported that there are no policies currently being vetted.

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

1. Niagara Catholic Theological Theme 2024-2025

Superintendent Forsyth-Sells shared that the Niagara Catholic Theological Theme for the 2024-2025 school year is **“Called by Name: Follow Me”**. The theological theme will once again direct us through the daily prayer and resource package, faith formation sessions; school and system faith-centered events; the Journey Retreat program; retreats and class visits, and resources for staff and student engagement and reflection.

2. [PPM 128: The Provincial Code of Conduct and School Board Codes of Conduct](#)

- Update: Cellphones and Vaping

Superintendent Forsyth-Sells presented a PowerPoint presentation with the updates from the Ministry of Education regarding cellphones and vaping. Teachers will receive training to support the restriction of devices. A brief Q&A followed.

3. [PPM 170: School Board Communication With Parents](#)

- [“Your Child’s Education: A Parent Guide to Our School System”](#)

Niagara Catholic Communication Protocol for Parent Inquiries

Superintendent Forsyth-Sells reported that parents/guardians are able to access parental information regarding communication protocols for parent inquires on the Board website by clicking on the “Parent Information” icon and then selecting “Your Rights as a Parent”.

4. New Board Website Presentation: Jennifer Pellegrini, Niagara Catholic Communications Officer

Superintendent Forsyth-Sells welcomed and introduced Jennifer Pellegrini, Niagara Catholic Communications Officer to make a brief presentation on the Board website. Jennifer provided a brief overview on the process and the development of the new Board website, and was pleased to announce that the site is improved, user friendly and accessible for all viewers.

5. NCPIC Meeting Dates 2024-2025

Superintendent Forsyth-Sells shared the 2024-2025 NCPIC meeting dates:

- September 5, 2024
- November 7, 2024
- January 9, 2025
- March 6, 2025
- May 1, 2025

6. Ministry of Education Funding 2024-2025

Superintendent Forsyth-Sells reported that the Ministry of Education has provided funds to all Parent Involvement Committees to support parent engagement. The Niagara Catholic Parent Involvement Committee received \$8,708.00 and each elementary and secondary school received \$500.00 for the 2024-2025 school year. The Ministry of Education has also provided funds to school boards through the Core Education Funding to support parent engagement. Niagara Catholic has received \$30,500 to support parent engagement projects for the 2024-2025 school year. Catholic School Councils may apply for additional funds up to \$1000.00 to support parent engagement activities at the school level through an application process. Applications and funding allocations will be approved in alignment with Ministry criteria.

7. NCPIC Financial Report

Superintendent Forsyth-Sells reported on the finances of the NCPIC for 2024-2025.

D. SEAC REPORT

- Nil Report

E. BISHOP/DIOCESAN REPORT-Fr. Paul MacNeil

Fr. Paul shared that he is looking forward to the new school year and prays that this will be a year of spiritual growth, and continued collaboration between home, school and church.

- The Diocese of St. Catharines has hired two new members who will interact with the Board on a regular basis: Nick Ali, former Niagara Catholic Chaplaincy Leader, is the new Director of Evangelization and Faith Formation. His office will work with parishes and assist schools on catechetical formation. Frank Capisciolto, Director of Youth and Youth Adult Ministry. His office will help parishes develop and support youth ministry activities.
- Nick and Frank will also work closely with Fr. Paul MacNeil, Vicar of Education and Terry Pauco, Office of Family and Youth, together with Krista Olivieri, Niagara Catholic Chaplaincy Leader and Amanda Wagg-Boyer, Religion and Family Life Consultant to develop a document to help guide the relationship between parishes and schools.
- The second and final chapter of the Synod on Synodality entitled “*For a Synodal Church Communion Participation and Mission*” will take place between October 2 and 27, 2024 and Catholics and Catholic Leaders from around the world will be gathering in Rome. This synod has the potential to bring some far-reaching renewal, and grace to our church as we continue into the third millennium.

F. STUDENT SENATE REPORT

- Nil Report

G. STAFF REPORTS-Maria Solomon and Kevin Timmins

Elementary Principal, Solomon and Secondary Principal, Timmins provided elementary and secondary school updates for information. They highlighted increased enrolment across the Board, the collaborations between the schools and parish priests and the scheduling of school masses, upcoming social justice activities, parent engagement/meet the teachers and staff professional development to support student learning and well-being.

H. TRUSTEE REPORT

Trustee Di Lorenzo reported that the first Committee of the Whole Meeting will take place on September 10, 2024 and the first Board Meeting will take place on September 24, 2024. These meetings are held at the Catholic Education Centre at 6:30p.m. and are open to the public, livestreamed and posted on the Board website.

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

- No new business, or agenda items were forthcoming.

J. NEXT MEETING: Thursday, November 7, 2024 at 6:30p.m. at the Catholic Education Centre.

K. CLOSING PRAYER: Fr. Paul MacNeil led the closing prayer.

L. ADJOURNMENT

Moved by: Julie Bateman

THAT the September 5, 2024 meeting of the Niagara Catholic Parent Involvement Committee be adjourned.

CARRIED

This meeting was adjourned at 7:45p.m.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 26, 2024**

PUBLIC SESSION

**TITLE: MINUTES OF THE AUDIT COMMITTEE MEETING OF
SEPTEMBER 18, 2024**

RECOMMENDATION

THAT the Niagara Catholic District School Board receive the Minutes of the Audit Committee Meeting of September 18, 2024 as presented for information.



MINUTES OF THE AUDIT COMMITTEE MEETING (PUBLIC SESSION)

WEDNESDAY, SEPTEMBER 18, 2024

Minutes of the Audit Committee Meeting (public session) of the Niagara Catholic District School Board, held on September 18, 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 10:02 a.m. by Giancarlo Vetrone.

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayer was led by Giancarlo Vetrone.

2. Roll Call

Committee Member	Present	Present Electronically	Absent	Excused
Joe Bruzzese		✓		
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
- Chris Guglielmi**, Grant Thornton LLP
- Melanie Dugard**, Grant Thornton LLP
- Vivian Liu**, Senior Manager Risk Advisory Services, BDO Canada LLP
- Darah Leith**, Manager, Risk Advisory Services, BDO Canada LLP

Staff in attendance:

Julia Tiessen, Executive Officer of Human Resources
Kim Kinney, Superintendent of Education
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. Election of Chairperson for the Fiscal Year 2024-2025

Director Cipriano called for nominations for the position of Chair of the Audit Committee for the 2024-2025 fiscal year.

Mr. Falvo was nominated
No other nominations were made.

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

4. Approval of the Agenda of September 18, 2024

Moved by Trustee Burkholder
Second by Trustee Huibers

THAT the Niagara Catholic Audit Committee approve the Agenda of the Audit Committee Meeting of Wednesday, September 18, 2024 as presented.

CARRIED

5. Declaration of Conflict of Interest

5.1 Declaration of Conflict of Interest Form (2024-2025)

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

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

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

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

6.1 June 7, 2024

Moved by Trustee Huibers
Second by Trustee Bruzzese

THAT the Niagara Catholic Audit Committee approve the Minutes of the Audit Committee Meeting (Public Session) of Friday, June 7, 2024 as presented.

CARRIED

B. REPORTS

1. Regional Internal Audit Status Report

1.1 RIAT Training Update

Andrea Eltherington presented the Regional Internal Audit Status Report memorandum to update the committee members.

C. BUSINESS IN CAMERA

Moved by Trustee Bruzzese

Second by Mr. Skelton

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

CARRIED

The Niagara Catholic Audit Committee moved into the In Camera Session of the Committee Meeting at 10:10 a.m. and reconvened at 11:03 a.m.

REPORT ON THE IN-CAMERA SESSION

Moved by Trustee Bruzzese

Second by Mr. Skelton

THAT the Niagara Catholic Audit Committee report the motions from the In Camera Session of the Audit Committee Meeting of September 18, 2024.

CARRIED

Internal Audits were conducted and results were shared with the Audit Committee.

Moved by Mr. Skelton

Second by Trustee Huibers

THAT the Niagara Catholic Audit Committee approve the agenda of the Audit Committee Meeting (In-Camera Session) of Friday, June 7, 2024 as presented.

CARRIED

Moved by Trustee Bruzzese

Second by Trustee Huibers

THAT the Niagara Catholic Audit Committee approve the External Auditors Report for the year ended August 31, 2024 as presented.

CARRIED

Moved by Trustee Bruzzese

Seconded by Mr. Skelton

THAT the Niagara Catholic Audit Committee approves the Detailed Annual Report to the Board of Trustees.

CARRIED

D. FUTURE MEETINGS

Next Audit Committee Meetings are scheduled at 10:00 a.m., on Wednesday, November 20, 2024, Wednesday, March 19, 2025, and Thursday, June 12, 2025.

E. ADJOURNMENT

Moved by Trustee Bruzzese

Seconded by Mr. Skelton

THAT the September 18, 2024 meeting of the Niagara Catholic Audit Committee be adjourned.

CARRIED

The Niagara Catholic Audit Committee Meeting was adjourned at 11:08 a.m.