



NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

## MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

**TUESDAY, FEBRUARY 14, 2012**

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Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, February 14, 2012, at 7:00 p.m. in the Father Kenneth Burns csc Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

The meeting was called to order at 7:00 p.m. by Vice-Chairperson Charbonneau.

### A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayers were led by Trustee Nieuwesteeg.

2. Roll Call

Vice-Chairperson Charbonneau noted that Trustees Fera and Nieuwesteeg asked to be excused from the February 14, 2012 Committee of the Whole Meeting.

Trustee	Present	Absent	Excused
Rhianon Burkholder	✓		
Kathy Burtnik	✓		
Maurice Charbonneau	✓		
Frank Fera			✓
Fr. Paul MacNeil	✓		
Ed Nieuwesteeg			✓
Ted O'Leary	✓		
Dino Sicoli	✓		
<b>Student Trustees</b>			
Ryan Creelman	✓		
Patrick Morris	✓		

The following staff were in attendance:

**John Crocco**, Director of Education; **Yolanda Baldasaro**, **Mario Ciccarelli**, **Lee Ann Forsyth-Sells**, **Frank Iannantuono**, **Mark Lefebvre**, Superintendents of Education; **Larry Reich**, Superintendent of Business & Financial Services; **James Woods**, Controller of Plant; **Khayyam Syne**, Administrator of Staff Development; Administrator of School Effectiveness; **Jennifer Brailey**, Manager of Corporate Services & Communications; **Sherry Morena**, Recording Secretary/Administrative Assistant, Corporate Services & Communications

**3. Approval of the Agenda**

Moved by Trustee Burkholder

**THAT** the Committee of the Whole approve the Agenda of the Committee of the Whole Meeting of February 14, 2012, as presented.

**CARRIED**

**4. Disclosure of Interest**

A Disclosure of Interest was declared by Trustee MacNeil with Item F4 of the In Camera Agenda. He left the in camera meeting during discussion of this item.

**5. Minutes of the Committee of the Whole Meeting of January 17, 2012**

Moved by Trustee Sicoli

**THAT** the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of January 17, 2012, as presented.

**CARRIED**

**B. PRESENTATIONS**

**C. COMMITTEE AND STAFF REPORTS**

**1. Policy Committee**

**1.1 Unapproved Minutes**

**Policy Committee Meeting – January 31, 2012**

Moved by Trustee Burtnik

**THAT** the Committee of the Whole receive the unapproved Minutes of the Policy Committee Meeting of January 31, 2012, as presented.

**CARRIED**

**1.2 Approval of Policies**

**1.2.1 Community Use of Facilities Policy (#800.2)**

Moved by Trustee MacNeil

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Community Use of Facilities Policy (#800.2), as presented.

**CARRIED**

**1.2.2 Niagara Catholic Parent Involvement Committee Policy (#800.6)**

Moved by Trustee Sicoli

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Niagara Catholic Parent Involvement Committee Policy (#800.6), as presented.

**CARRIED**

**1.2.3 Catholic Leadership: Principal & Vice-Principal Selection Policy (#202.2)**

The Catholic Leadership: Principal & Vice-Principal Selection Policy (#202.2) was amended to reword the first sentence in the Conflict of Interest section to read, "No individual will be involved in any part of the selection process *if it is self-declared and/or deemed to be a* Conflict of Interest regarding any individual submitting their name for a position with Niagara Catholic."

Moved by Trustee Burkholder

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Catholic Leadership: Principal & Vice-Principal Selection Policy (#202.2), as amended.

**CARRIED**

**1.2.4 Employee Workplace Harassment Policy (#201.7)**

Moved by Trustee MacNeil

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Employee Workplace Harassment Policy (#201.7), as presented.

**CARRIED**

**1.3 Policy Schedule**

Director Crocco presented the Policy Schedule and noted that the Attendance Support Program Policy will be presented to the Policy Committee in March 2012 not May 2012 as stated in the schedule.

**1.4 Policy Update**

Director Crocco presented the Policy Update.

**2. Holy Childhood Association Walk 2011-2012**

Mark Lefebvre, Superintendent of Education, welcomed Mary Lou Vescio, Acting Principal, Alexander Kuska Catholic Elementary School, who presented information on the Holy Childhood Association Walk. She informed Trustees that this year, 35 elementary schools participated in the Holy Childhood Walkathons raising \$15,000. It was also noted that the Niagara Catholic District School Board raised over \$599,000 since commencing involvement with the Holy Childhood Association in 1984.

**3. Student Voice Initiative - Speakup Projects**

Superintendent Lefebvre presented the Student Voice Initiative - Speakup Projects report which outlines the details of the \$16,000.00 in funding received from the Ministry of Education supporting the sixteen (16) proposals at fifteen (15) different elementary and secondary schools.

**4. Mid-Year Progress Review of the Niagara Catholic System Priorities 2011-2012**

Director Crocco presented the Mid-Year Progress Review of the Niagara Catholic System Priorities 2011-2012. He reminded Trustees that in May 2011, the Board approved the Niagara Catholic System Priorities 2011-2012 which are designed to provide the specific annual focus for the system towards achieving the outcomes of the Board approved Niagara Catholic Vision 2020 Strategic Plan. Within the two (2) Strategic Directions and the seven (7) Enabling Strategies are the approved priority indicators which provide the specific framework to measure the achievement of each direction and strategy.

On behalf of Senior Administrative Council, Director Crocco highlighted each section of the report and answered questions of Trustees. The final report on 2011-2012 will be presented at the September 2012 Board Meeting.

With the deferral of this report from January Board Meeting, Chairperson Burtnik requested that the report be included in the February Board Meeting Agenda as a received report.

Moved by Trustee MacNeil

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board receive the Mid-Year Progress Review of the Niagara Catholic System Priorities 2011-2012, as presented.

**CARRIED**

**5. Staff Development Department Professional Development Opportunities**

Khayyam Syne, Administrator of Staff Development, presented the report on the Staff Development Department Professional Development Opportunities for information.

**6. Catholic Leadership: Principal and Vice-Principal Selection 2012**

Director Crocco and Superintendent Iannantuono presented the report on the Catholic Leadership: Principal and Vice-Principal Selection 2012, which is in compliance with the Niagara Catholic District School Board Catholic Leadership: Principal and Vice-Principal Selection Policy (202.2).

Trustees were informed of the required qualifications, skill set, and profile of Catholic Principals and Vice-Principals, along with the process to be followed in order for applicants to be considered for positions as Principals and Vice-Principals.

As per the Policy, Trustees were invited to submit input on the timeline, skill set or profile to the Director of Education.

**7. Long Term Financing of Capital Projects Approved by the Ministry of Education**

Larry Reich, Superintendent of Business & Financial Services presented the report on the Long Term Financing of Capital Projects Approved by the Ministry of Education

Moved by Trustee Burkholder

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Borrowing By-Law #A1-2012 in the amount of \$4,538,461 and the related documents, as presented in the report.

**CARRIED**

**8. Monthly Updates**

**8.1 Capital Projects Progress Report**

James Woods, Controller of Plant, presented the Capital Projects Progress Report.

**8.2 Student Trustees' Update**

Ryan Creelman and Patrick Morris, Student Trustees, presented a brief verbal update on the current activities of the Student Senate.

**8.3 Senior Staff Good News Update**

Senior Staff presented highlights and achievements from the Board's elementary and secondary schools.

**D. INFORMATION**

**1. Trustee Information**

**1.1 Spotlight on Niagara Catholic – January 31, 2012**

Director Crocco presented the Spotlight on Niagara Catholic – January 31, 2012 issue for Trustees' information.

**1.2 Calendar of Events – February 2012**

Director Crocco presented information on the Calendar of Events – February 2012.

**1.3 St. Mark Catholic Elementary School Blessing – February 15, 2012**

Director Crocco presented information on the St. Mark Catholic Elementary School Blessing taking place February 15, 2012 at 7:00 p.m.

Trustees were asked to confirm their attendance with Sherry Morena, Administrative Assistant, Corporate Services & Communications.

**1.4 St. Anthony Catholic Elementary School Blessing – April 23, 2012**

Director Crocco presented information on the St. Anthony Catholic Elementary School Blessing taking place April 23, 2012 at 7:00 p.m.

Trustees were asked to confirm their attendance with Sherry Morena, Administrative Assistant, Corporate Services & Communications.

**1.5 SpeakOut Showcase – March 5, 2012**

Director Crocco presented information on the SpeakOut Showcase being held on March 5, 2012 at 6:00 p.m. at the Catholic Education Centre.

### **1.6 OCSTA AGM 2012**

Director Crocco presented information on the OCSTA AGM 2012 and asked Trustee to confirm their attendance with Sherry Morena, Administrative Assistant, Corporate Services & Communications.

## **E. OTHER BUSINESS**

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

Director Crocco noted that if the Ministry of Education approved the Board's Business Case Submission for the Closure and Consolidation of Michael J. Brennan Catholic Elementary School, the St. Catharines Ad Hoc Attendance Area Review Committee would meet towards a recommendation to the June 2012 Committee of the Whole Meeting.

## **F. BUSINESS IN CAMERA**

Moved by Trustee Burkholder

**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 Meeting at 9:05 p.m. and reconvened at 9:30 p.m.

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

Moved by Trustee Burtnik

**THAT** the Committee of the Whole report the motions from the In Camera Session of the Committee of the Whole Meeting of February 13, 2012.

**CARRIED**

### **SECTION A: STUDENT TRUSTEES PRESENT**

Moved by Trustee Burkholder

**THAT** the Committee of the Whole approve the Minutes of the In Camera Session of the Committee of the Whole Meeting - Section A: Student Trustees Present held on January 17, 2012, as presented.

**CARRIED (Item F1)**

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

Moved by Trustee O'Leary

**THAT** the Committee of the Whole approve the Minutes of the In Camera Session of the Committee of the Whole Meeting - Section B: Student Trustees Excluded held on January 17, 2012, as presented.

**CARRIED (Item F3)**

Moved by Trustee O'Leary

**THAT** the Niagara Catholic District School Board approve the recommendation as outlined in Item F4 of the In Camera Agenda.

**CARRIED (Item F4)**

## **H. ADJOURNMENT**

Moved by Trustee Burkholder

**THAT** the February 14, 2012 Committee of the Whole Meeting be adjourned.

**CARRIED**

This meeting was adjourned at 9:30 p.m.

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Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **February 14<sup>th</sup>, 2012.**

Approved on the **6<sup>th</sup>** day of **March 2012.**

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Maurice Charbonneau  
Vice-Chairperson of the Board

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John Crocco  
Director of Education/Secretary -Treasurer