



MINUTES OF THE COMMITTEE OF THE WHOLE MEETING TUESDAY, SEPTEMBER 13, 2022

Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, September 13, 2022 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 Moody.

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayer was led by Trustee Turner.

2. Roll Call

Vice-Chair Moody noted that Trustee Fera and Trustee Sicoli asked to be excused.

Trustee	Present	Present Electronically	Absent	Excused
Rhianon Burkholder	✓			
Kathy Burtnik	✓			
Frank Fera				✓
Larry Huibers	✓			
Daniel Moody	✓			
Leanne Prince	✓			
Dino Sicoli				✓
Paul Turner	✓			
Student Trustees				
Charlotte Johnstone	✓			
Steffen Zylstra	✓			

The following staff were in attendance:

Camillo Cipriano, Director of Education; **Lee Ann Forsyth-Sells, Kimberly Kinney, Gino Pizzoferrato, Pat Rocca**, Superintendents of Education; **Domenic Massi, Joseph Zaroda**, Associate Superintendents of Education; **Giancarlo Vetrone**, Superintendent of Business & Financial Services; **Clark Euale**, Controller of Facilities Services; **Julia Tiessen**, Senior Administrator of Human Resources **Anna Pisano**, Recording Secretary/Administrative Assistant, Corporate Services

3. **Approval of the Agenda**

Moved by Trustee Prince

THAT the Committee of the Whole approve the Agenda of the Committee of the Whole Meeting of September 13, 2022, as presented.

CARRIED

4. **Declaration of Conflict of Interest**

Declaration of Conflict of Interest was declared by Trustee Huibers with Item F1 of the In Camera Agenda. This trustee has family members who are teachers, or employees of the Board. He left the meeting during discussion of this item.

5. **Approval of Minutes of the Committee of the Whole Meeting of June 14, 2022**

Moved by Trustee Burtnik

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of June 14, 2022, as presented.

CARRIED

6. **Consent Agenda Items**

Trustee Prince requested Item A6.2 be held. This item was moved to Committee and Staff Reports Section D3 of the agenda.

6.1 **2022-2023 Parents Reaching Out (PRO) Grants**

Presented for information.

6.2 **Annual Reports for Catholic School Councils and the Niagara Catholic Parent Involvement Committee 2021-2022**

Moved to Section D3

6.3 **Capital Projects Progress Report Update**

Presented for information.

Moved by Trustee Prince

THAT the Committee of the Whole adopt consent agenda items.

CARRIED

B. PRESENTATIONS

1. Introduction of New Student Trustee

Director Cipriano called upon Student Trustee Zylstra to introduce incoming Student Trustee Charlotte Johnstone.

Student Trustee Zylstra provided a brief bio on Student Trustee Johnstone, and noted that Student Trustee Johnstone has been appointed as the Southern Regional Representative for OSTA-AECO.

C. GOVERNANCE POLICIES

1. Governance Policies for Recommendation to the Board

1.1. Disconnect From Work Policy (NEW)

Julia Tiessen, Senior Administrator of Human Resources presented feedback received from the vetting process and highlighted recommended amendments to the Disconnect From Work Policy following the vetting process.

Following discussion, the Committee of the Whole recommended the following additional amendments:

- Paragraph 2 add “*non-emergency*”

Moved by Trustee Burtnik

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Disconnect From Work Policy, as amended.

APPROVED

2. Governance Policies Prior to Vetting

2.1. Privacy Policy (600.6)

John Forte, Privacy and Risk Advisor, presented the Privacy Policy (600.6).

The Committee of the Whole suggested the following amendments:

- No amendment

The Committee of the Whole requested that the Privacy Policy (600.6), be vetted from September 14, 2022 to October 27, 2022 with a recommended deadline for presentation to the Committee of the Whole in November, for consideration to the Board in November.

2.2. Records and Information Management Policy (600.2)

Mr. Forte presented the Records and Information Management Policy (600.2).

The Committee of the Whole suggested the following amendments:

- Revise second sentence of the first paragraph.

The Committee of the Whole requested that the Records and Information Management Policy (600.2), be vetted from September 14, 2022 to October 27, 2022 with a recommended deadline for presentation to the Committee of the Whole in November, for consideration to the Board in November.

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 2022-2023 School Year

Director Cipriano and Senior Staff presented the Introduction to the 2022-2023 School Year report for Trustee information.

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

2. Niagara Compliance Audit Committee Report

Director Cipriano presented the Niagara Compliance Audit Committee report.

Moved by Trustee Burtnik

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board continues as a joint participant in the Niagara Compliance Audit Committee;

THAT the Committee of the Whole recommends to the Niagara Catholic District School Board the approval the updated Terms of Reference, as established and updated (*Appendix I*);

THAT the Committee of the Whole recommends to the Niagara Catholic District School Board that the Secretary of the Board be delegated the authority to appoint members to the Niagara Compliance Audit Committee.

CARRIED

3. Consent Agenda Item A6.2

3.1 Annual Reports for Catholic School Councils and the Niagara Catholic Parent Involvement Committee 2021-2022

Trustee Prince acknowledged the excellent work of Catholic School Councils.

4. Monthly Updates

4.1 Student Trustees' Update

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

4.2 Senior Staff Good News Update

Senior Staff highlights included:

Superintendent Rocca

- Superintendent Rocca highlighted the events of the Niagara Celebration of Nations which took place September 9-11, 2022 at the Niagara Performing Arts Center. This is a three-day Gathering of Indigenous Arts, Culture, and Tradition that showcased a wide variety of Indigenous arts and artists, including our very own students from St. Kateri Secondary School who had the opportunity to display and present their artwork honoring Indigenous athletes.

Superintendent Lee Ann Forsyth-Sells

- Superintendent Forsyth-Sells extended congratulations to Principal Ward and Vice-Principal Gambale on their successful application to President's Choice Charities. St. Anthony Catholic Elementary School has received \$10,000 to support their breakfast program.

Superintendent Kinney

- In mid-September Minister Lecce will be visiting two of our classrooms to observe teachers that are engaging in the work of the Science of Reading.

D. INFORMATION

1. Trustee Information

1.1 OCSTA 2022 Fall Regional Meeting – September 27, 2022

Director Cipriano highlighted the September 27, 2022 OCSTA 2022 Regional Meeting.

Trustees were asked to confirm their attendance with Anna Pisano.

E. OTHER BUSINESS

1. General Discussion to Plan for Future Action

F. BUSINESS IN CAMERA

Moved by Trustee Prince

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 9:14 p.m. and reconvened at 9:43 p.m.

G. REPORT ON THE IN-CAMERA SESSION

Moved by Trustee Prince

THAT the Committee of the Whole report the motions from the In Camera Session of the Committee of the Whole Meeting of September 13, 2022.

CARRIED

SECTION B: STUDENT TRUSTEES EXCLUDED

H. ADJOURNMENT

Moved by Trustee Turner

THAT the September 13, 2022 Committee of the Whole Meeting be adjourned.

CARRIED

This meeting was adjourned at 9:44 p.m.

Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **September 13, 2022.**

Approved on **October 11, 2022.**

Daniel Moody
Vice-Chair of the Board

Camillo Cipriano
Director of Education/Secretary -Treasurer