

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
MAY 23, 2023**

***PUBLIC SESSION***

**TOPIC: UNAPPROVED MINUTES OF THE COMMITTEE OF THE  
WHOLE MEETING OF MAY 9, 2023**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board receive the unapproved Minutes of the Committee of the Whole Meeting of May 9, 2023, as presented.

The following recommendations are being presented for the Board's consideration from the Committee of the Whole Meeting of May 9, 2023:

**7.1.1 Employee Code of Conduct and Ethics Policy (201.17)**

**THAT** the Niagara Catholic District School Board approve the Employee Code of Conduct and Ethics Policy (201.17), as presented.

**7.1.2 Niagara Catholic Education Award of Distinction Policy (100.7)**

**THAT** the Niagara Catholic District School Board approve the Niagara Catholic Education Award of Distinction Policy (100.7), as presented.

**7.1.3 School Year Calendar & Meeting Dates 2023-2024**

**THAT** the Niagara Catholic District School Board approve the School Year Calendar & Meeting Dates 2023-2024, as presented.



# MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

## TUESDAY, MAY 9, 2023

Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, May 9, 2023 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 Joyner.

2. Roll Call

Vice-Chair Burkholder noted that Trustees Joyner and Turner asked to be excused and Trustees Benoit and Huibers 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>				
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**, Associate Superintendent 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 Di Lorenzo

**THAT** the Committee of the Whole approve the Agenda of the Committee of the Whole Meeting of May 9, 2023, 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 April 11, 2023**

Moved by Trustee Marino

**THAT** the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of April 11, 2023, as presented.

**CARRIED**

**6. Consent Agenda Items**

**6.1 Staff Development Department Professional Development Opportunities**

Presented for information.

**6.2 Capital Projects Progress Report Update**

Presented for information.

Moved by Trustee Huibers

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

**CARRIED**

**B. PRESENTATIONS**

Nil

**C. GOVERNANCE POLICIES**

**1. Governance Policies for Recommendation to the Board**

**1.1. Employee Code of Conduct and Ethics Policy (201.17)**

Julia Tiessen, Executive Officer of Human Resources, presented feedback received from the vetting process and highlighted recommended amendments to the Employee Code of Conduct and Ethics Policy (201.17), following the vetting process.

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

- No amendment

Moved by Trustee Di Lorenzo

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Employee Code of Conduct and Ethics Policy (201.17), as presented.

**APPROVED**

**1.2. Niagara Catholic Education Award of Distinction Policy (100.7)**

Pat Rocca, Superintendent of Education, 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:

- Paragraph 1 – remove “*and continue to make*”

Moved by Trustee Marino

**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 amended.

**APPROVED**

**2. Governance Policies Prior to Vetting**

Nil

**3. Governance Policy Review Schedule**

Director Cipriano presented the Governance Policy Review Schedule.

**D. COMMITTEE AND STAFF REPORTS**

**1. Program Resource Teacher-Tiered Model of Support**

Gino Pizzoferrato, Superintendent of Education provided background information on the Program Resource Teacher-Tiered Model of Support and introduced Program Resource Teachers Tania Barrick, Diane Bishop and Ann Marie Criddle.

Ms. Barrick, Ms. Bishop and Ms. Criddle presented the Tiered Model of Support report for Trustee information.

Ms. Barrick, Ms. Bishop and Ms. Criddle answered questions of Trustees.

**2. Niagara Catholic Applied Behaviour Analysis (ABA) Update 2023**

Superintendent Pizzoferrato provided background information on the Applied Behaviour Analysis report and introduced Angela De Lisio, BCBA and the ABA Leads Brooke Loughhead, Cathy McMullin and Julia Nicholson-Clarke.

Ms. De Lisio presented the Niagara Catholic Applied Behaviour Analysis Update 2023 report for information.

**3. Pope Francis Centre of Excellence**

Pat Rocca, Superintendent of Education presented the report on the Pope Francis Centre of Excellence.

Superintendent Rocca answered questions of Trustees.

**4. Draft 2023-2024 School Year Calendar & Meeting Dates**

Director Cipriano presented the Draft 2023-2024 School Year Calendar & Meeting Dates.

Moved by Trustee Marino

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Draft Board and Committee Meeting Dates Calendar 2023-2024, as presented.

**APPROVED**

**5. Monthly Updates**

**5.1 Student Trustees' Update**

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

**5.2 Senior Staff Good News Update**

Senior Staff highlights included:

**Superintendent Pizzoferrato**

- The *Time to Shine* event organized and hosted by the Student Senate and the St. Paul community was most memorable and clearly enjoyed by all who attended. Plans are in place to build on this event.
- Unstoppable Tracey was well received at the Accessibility Conference for Elementary students and plans are underway to run a similar conference for our secondary students next year.
- The Student Support Department from Niagara Catholic was honored to be recognized in April by the LDANR with the *Outstanding Contributor Award*.

**Superintendent Forsyth-Sells**

- Our Lady of the Holy Rosary Catholic Elementary School celebrated their official Opening and Blessing on May 4, 2023.
- Canadian Martyrs Catholic Elementary School students and staff invited all parents/guardians to the school on May 5<sup>th</sup> to celebrate Catholic Education Week with *Our Reflections of God Gallery*.

- On Mary 3<sup>rd</sup>, St. Theresa Catholic Elementary School welcomed parents and grandparents to their *Book/Math Buddies Time*.
- Holy Cross Catholic Secondary School hosted the Math Olympics as a transition activity with Grades 7 and 8 students. Construction is moving along smoothly with the Special Education and Culinary Arts renovation. The Advanced Placement information night on April 20<sup>th</sup> was well attended by elementary students and their parents.

**Superintendent Rocca**

- On Friday, April 28, 2023, Niagara Catholic staff and students along with our Indigenous Community partners participated in the 2<sup>nd</sup> Annual Water Walk.

**Director Cipriano**

- At the During the May 4th Opening and Blessing of Our Lady of the Holy Rosary Catholic Elementary School, Mayor Ugolini made the announcement that a Thorold business owner had anonymously donated \$41,000 to Niagara Nutrition Partners, with \$19,390 of the donation specifically allocated to Our Lady of the Holy Rosary School. And a portion of the donation would benefit the Saint Kateri Tekakwitha Centre.

**E. INFORMATION**

**1. Trustee Information**

Nil

**F. OTHER BUSINESS**

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

- 1.1 Director Cipriano informed the Board that a report of the list of graduation dates will be provided at the May Board meeting.
- 1.2 St. Edward will be celebrating the 60<sup>th</sup> Anniversary with a Fun Fair on June 14<sup>th</sup> from 4 pm to 7 pm.
- 1.3 Indigenous Culture, Rights and Freedoms Training session will be held at 5:00 pm on May 23, 2023 prior to the Board meeting.

**G. BUSINESS IN CAMERA**

Nil

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

Nil

**I. ADJOURNMENT**

Moved by Trustee Marino

**THAT** the May 9, 2023 Committee of the Whole Meeting be adjourned.

**CARRIED**

This meeting was adjourned at 8:07 p.m.

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Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **May 9, 2023.**

Approved on **June 6, 2023.**

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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  
MAY 23, 2023**

***PUBLIC SESSION***

**TITLE: EMPLOYEE CODE OF CONDUCT AND ETHICS POLICY  
(201.17)**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the Employee Code of Conduct and Ethics Policy (201.17), as presented

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Prepared by: Julia Tiessen, Executive Officer of Human Resources

Presented by: Julia Tiessen, Executive Officer of Human Resources

Recommended by: Committee of the Whole

Date: May 23, 2023





Niagara Catholic District School Board

## **EMPLOYEE CODE OF CONDUCT AND ETHICS POLICY**

### STATEMENT OF GOVERNANCE POLICY

200 – Human Resources

Policy No 201.17

Adopted Date: November 27, 2012

Latest Reviewed/Revised Date: June 19, 2018

In keeping with the Mission, Vision, and Values of the Niagara Catholic District School Board, all employees of the Board occupy positions of public trust and confidence and, as such, are expected to discharge their duties and responsibilities with integrity and professionalism.

This policy will create and maintain a culture of integrity through clearly defined expectations for all employees.

As an accountable public organization, the Board is committed to conducting all of its affairs with the highest standards of ethics, integrity, honesty, fairness and professionalism. Of equal importance to the achievement of the Multi-Year Strategic Plan and annual system priorities of the Niagara Catholic District School Board, is the manner in which we achieve them.

It is imperative that Board employees act, and be seen to act, in the best interests of the public they serve. It is the responsibility of the Board to promote student achievement and well-being through the delivery of Catholic education programs, services and supports and the effective stewardship of the Board's resources.

All employees of the Board are required to comply with:

- the Mission, Vision and Values of the Board,
- all provincial statutes, regulations,
- the *Municipal Freedom of Information and Protection of Privacy Act* and its Regulations, and;
- policies and Administrative Operational Procedures of the Board.

Employees are responsible to be aware of and understand the provisions of this Code and other applicable Board policies, including those specifically identified in this Code of Conduct.

The Director of Education will issue [Administrative Operational Procedures](#) for the implementation of this policy.

#### **References**

- [Broader Public Sector Accountability Act, 2010](#)
- [The Ethical Standards for the Teaching Profession, Ontario College of Teachers](#)
- [Human Rights Code](#)
- [Municipal Freedom of Information and Protection of Privacy Act](#)
- [Occupational Health and Safety Act](#)
- [Ontario Education Act Statutes and Regulations](#)
- [School Board Governance Act 2009](#)
- [Collective Agreements](#)
- [Niagara Catholic District School Board Policies/Procedures](#)
  - [Accessibility Customer Service Policy \(800.8.1\)](#)
  - [Electronic Communications Systems Policy \(Employees\) \(201.12\)](#)
  - [Employee Workplace Harassment Policy \(201.7\)](#)
  - [Employee Workplace Violence Policy \(201.11\)](#)
  - [Occupational Health and Safety Policy \(201.6\)](#)
  - [Purchasing/Supply Chain Management Policy \(600.1\)](#)
  - [Municipal, Provincial and Federal Election Administrative Procedures - DM 056 \(2011-2012\)](#)

**Adopted Date:** November 27, 2012

**Revision History:** June 19, 2018

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
MAY 23, 2023**

***PUBLIC SESSION***

**TITLE: NIAGARA CATHOLIC EDUCATION AWARD OF  
DISTINCTION POLICY (100.7)**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the Niagara Catholic Education Award of Distinction Policy (100.7), as presented

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Prepared by: Pat Rocca, Superintendent of Education

Presented by: Pat Rocca, Superintendent of Education

Recommended by: Committee of the Whole

Date: May 23, 2023



Niagara Catholic District School Board

**NIAGARA CATHOLIC  
EDUCATION AWARD OF DISTINCTION POLICY**

STATEMENT OF GOVERNANCE POLICY

100 - Board

Policy No 100.7

Adopted Date: October 26, 2004

Latest Reviewed/Revised Date: February 27, 2018

In keeping with the Mission, Vision and Values of the Niagara Catholic District School Board, the Board believes in the importance of recognizing individuals and groups who have made outstanding contributions to Catholic Education in the Niagara Region.

In honour of these contributions the Niagara Catholic District School Board has established an award known as the “Niagara Catholic Education Award of Distinction”.

Annually, these individuals or groups may be recognized with this prestigious honour. The Board reserves the right to approve and/or revoke the prestigious award.

The Director of Education will issue [Administrative Operational Procedures](#) for the implementation of this policy.

<b>Adopted Date:</b>	<b>October 26, 2004</b>
<b>Revision History:</b>	<b>February 22, 2005</b> <b>December 18, 2012</b> <b>February 27, 2018</b>

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
MAY 23, 2023**

***PUBLIC SESSION***

**TITLE: BOARD AND COMMITTEE MEETING DATES CALENDAR  
2023-2024**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the Board and Committee Meeting Dates Calendar 2023-2024, as presented.

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Prepared by: Corporate Services

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

Recommended by: Committee of the Whole

Date: May 23, 2023



## REPORT TO THE COMMITTEE OF THE WHOLE MAY 9, 2023

### BOARD AND COMMITTEE MEETING DATES CALENDAR 2023-2024

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#### BACKGROUND INFORMATION

At the February 28, 2023 Board Meeting, the Board approved the 2023-2024 School Year Calendar for submission to the Ministry of Education. On May 1, 2023 the board was notified by the Ministry of Education that “confirms the review of your calendar and the completion of the 2023-2024 school year calendar process”.

Annually, staff utilizes the approved Board and Ministry of Education school year calendar to design the Board School Year Calendar and Meeting Dates along with a calendar of dates for school and system activities, celebrations, events, faith formation, meetings and professional development.

In compliance with the Niagara Catholic District School Board By-Laws on Annual Organizational Meeting (Section 7), Regular Meetings of the Board (Section 8) and Committee Meetings (Section 19), meeting date recommendations from the Niagara Catholic Parent Involvement Committee (NCPIC), the Special Education Advisory Committee (SEAC) and the Audit Committee along with historical annual meeting date adjustments for the Committee of the Whole and Board Meetings in December and June, a draft Board and Committee Meeting Dates Calendar 2023-2024 is presented for the consideration of the Committee of the Whole (Appendix B).

When the Board approves the Board and Committee Meeting Dates Calendar 2023-2024, staff will place a copy on Board websites and notify Board Committees and staff.

Appendix A – Board and Committee Meeting Dates Calendar 2023-2024 (Draft)

#### RECOMMENDATION

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Draft Board and Committee Meeting Dates Calendar 2023-2024, as presented.

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Prepared By: Corporate Services and Communications  
Presented By: Camillo Cipriano, Director of Education/Secretary-Treasurer  
Recommended By: Camillo Cipriano, Director of Education/Secretary-Treasurer  
Date: May 9, 2023



# NIAGARA CATHOLIC DISTRICT SCHOOL BOARD DRAFT

## 2023-2024 School Year Calendar & Meeting Dates

SEPTEMBER 2023						
SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6 SEAC	7 NCPIC	8	9
10	11	12 SAL CW	13	14	15	16
17	18	19	20	21	22 AC	23
24	25	26 BD	27	28	29	30

OCTOBER 2023						
SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4 SEAC	5	6	7
8	9	10 SAL CW	11	12	13	14
15	16	17	18	19	20	21
22	23	24 BD	25	26	27	28
29	30	31				

NOVEMBER 2023						
SUN	MON	TUE	WED	THU	FRI	SAT
			1 SEAC	2 NCPIC	3	4
5	6	7	8	9	10	11
12	13	14 SAL CW	15	16	17	18
19	20	21	22 AC	23	24	25
26	27	28 BD	29	30		

DECEMBER 2023						
SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5 ORG BD CW	6 SEAC	7	8	9
10	11	12 SAL	13	14	15	16
17	18	19 BD	20	21	22	23
24	25 Christmas	26	27	28	29	30
31						

JANUARY 2024						
SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10 SEAC	11 NCPIC	12	13
14	15	16 SAL CW	17	18	19	20
21	22	23	24	25	26	27
28	29	30 BD	31			

FEBRUARY 2024						
SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7 SEAC	8	9	10
11	12	13 SAL CW	14 Ash Wednesday	15	16	17
18	19	20	21	22	23	24
25	26	27 BD	28	29		

MARCH 2024						
SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5 CW	6 SEAC	7 NCPIC	8 AC	9
10	11	12	13	14	15	16
17	18	19 SAL BD	20	21	22	23
24	25	26	27	28 Holy Thursday	29 Good Friday	30 Holy Saturday
31 Easter	HOLY WEEK					

APRIL 2024						
SUN	MON	TUE	WED	THU	FRI	SAT
	1 Easter Monday	2	3 SEAC	4	5	6
7	8	9 SAL CW	10	11	12	13
14	15	16	17	18	19	20
21	22	23 BD	24	25	26	27
28	29	30	31			

MAY 2024						
SUN	MON	TUE	WED	THU	FRI	SAT
			1 SEAC	2 NCPIC	3	4
5	6	7	8	9	10	11
CATHOLIC EDUCATION WEEK MAY 5-10						
12	13	14 SAL CW	15	16	17	18
19	20	21	22	23	24	25
26	27	28 BD	29	30	31	

JUNE 2024						
SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5 SEAC	6	7	8
9	10	11 SAL CW	12	13	14 AC	15
16	17	18 BD	19	20	21	22
23	24	25	26	27	28	29
30						

JULY 2024						
SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

AUGUST 2024						
SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

**REGULAR SCHEDULE OF MEETINGS**

- Committee of the Whole Meeting
- Supervised Alternative Learning Meeting
- Board Meeting
- Annual Organizational Meeting of the Board
- Special Education Advisory Committee Meeting
- Niagara Catholic Parent Involvement Committee Meeting
- Audit Committee Meetings

- 6:30 p.m. 2<sup>nd</sup> Tuesday of each month or as Noted
- 2:00 p.m. 2<sup>nd</sup> Tuesday of each month or as Noted
- 6:30 p.m. 4<sup>th</sup> Tuesday of each month or as Noted
- 6:00 p.m. 1<sup>st</sup> Tuesday of December
- 6:30 p.m. 1<sup>st</sup> Wednesday of each month or as Noted
- 6:30 p.m. 1<sup>st</sup> Thursday bi-monthly or as Noted
- 10:00 a.m. As Noted

- CW
- SAL
- BD
- ORG
- SEAC
- NCPIC
- AC

- Elementary P.A. Day
- Statutory/Other
- Secondary P.A. Day
- School Holidays
- Elementary & Secondary P.A. Day
- Secondary Exams

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
MAY 23, 2023**

***PUBLIC SESSION***

**TITLE: BOARD IMPROVEMENT AND EQUITY PLAN (BIEP) 2023**

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The Board Improvement and Equity Plan (BIEP) 2023 report is presented for information.

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Prepared by: Kim Kinney, Superintendent of Education  
Christine Battagli, Consultant, Research, Assessment, Evaluation and Reporting, Managing Information for Student Achievement (MISA) Lead

Presented by: Kim Kinney, Superintendent of Education

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

Date: May 23, 2023





## **REPORT TO THE BOARD MAY 23, 2023**

### **BOARD IMPROVEMENT AND EQUITY PLAN (BIEP) 2023**

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The Niagara Catholic District School Board is continuing to develop the Board Improvement and Equity Plan (BIEP) using the framework provided by the Ministry of Education in the fall of 2021. The BIEP framework includes provincial priorities, goals and performance indicators under four priority areas, including achievement, human rights and equity, mental health, well-being and engagement, and transitions and pathways. The BIEP framework is designed to help school boards to identify local goals, strategies and monitoring activities in support of improved learning, achievement and well-being for all students.

The Niagara Catholic District School Board continues to work to create safe and accepting classrooms and school communities for all students, where each student can thrive in an asset-based, culturally relevant and responsive teaching and learning environment. The Board is committed to improving educational outcomes for all students through ongoing work to reduce and eliminate systemic barriers for Indigenous, Black, and racialized students, students from low-income households, students with disabilities and students with special education needs.

The BIEP process is predicated on improving our understanding of groups of students who may be underserved so we can more accurately plan for actions to address inequities. Voluntary demographic data that is being collected this spring through the student census will better inform the development of strategies in the BIEP that can focus on the initiatives and interventions to support specific groups of students that may be underserved.

Throughout the 2022-2023 school year, the Niagara Catholic District School Board has engaged in activities to inform the ongoing development of the BIEP, including:

- School visits by Family of Schools' Superintendents to monitor alignment of school improvement and equity plans with the BIEP goals, Strategic Directions in the Board's Multi-Year Strategic Plan and the System Priorities Action Plan;
- Updates to baseline data related to the BIEP indicators; and,
- The spring administration of the voluntary student census.

The BIEP Framework is included with this report and will be posted on the Niagara Catholic District School Board website for public viewing. The ongoing development of the BIEP Working Document will continue to guide the system into the 2023-2024 school year.

The Board Improvement and Equity Plan (BIEP) 2023 report is presented for information.

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Prepared by: Kim Kinney, Superintendent of Education  
Christine Battagli, Consultant, Research, Assessment, Evaluation and Reporting,  
Managing Information for Student Achievement (MISA) Lead

Presented by: Kim Kinney, Superintendent of Education

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

Date: May 23, 2023

The Niagara Catholic District School Board Improvement and Equity Planning Framework includes provincial education priorities, goals and performance indicators. The priority areas include: Achievement, Human Rights and Equity, Mental Health, Well-Being and Engagement, and Pathways and Transitions. The goals are stated as changes (increases or decreases) and/or monitoring of the performance indicators under each priority area set out by the Ministry of Education. Our Catholic Faith and Community is a priority area for the Board and articulated in the 2021-2026 Strategic Plan through our Mission, Vision and Values, and Strategic Directions, as well as included in School Improvement and Equity Planning.

## Catholic Faith and Community

We will celebrate the richness of our Catholic faith and our holistic, values-based, Catholic education by anchoring our work in the Gospel as lived in the person of Jesus Christ, and preparing our students to live out the Ontario Catholic School Graduate Expectations.



### Achievement

All students, including those communities of students who - historically and currently - are underserved, will be given the tools to succeed academically and in life.



### Human Rights and Equity

All students will have an equal opportunity to succeed, thrive, and reach their full potential. We will work to address systemic discrimination and eliminate disparities in educational experiences for students who are underserved by the education system, which will be revealed by the collection and analysis of demographic data.



### Mental Health, Well-Being and Engagement

All students will be supported to improve mental health, well-being and engagement, which requires staff to foster a sense of belonging and a positive school environment and provide students with the appropriate, timely and quality school-based mental health supports, using a tiered approach to intervention.



### Pathways and Transitions

All students will have the skills, knowledge, and confidence they need to succeed in the future, as they transition from elementary to secondary school and to their postsecondary pathway: apprenticeship, college, community living, university or the workplace.



## Achievement

### Improve Math Achievement

- Increase the percentage of students who meet or exceed the provincial standard on Grades 3, 6 and 9 EQAO math by 3%
- Increase the percentage of students who meet or exceed the provincial standard in math report card assessments in Grades 3, 6 and 9 by 3%

### Improve Literacy Achievement

- Increase the percentage of students who meet or exceed the provincial standard on Grades 3 and 6 EQAO reading and writing by 2%
- Increase the percentage of students who meet or exceed the provincial standard in reading and writing report card assessments in Grades 3 and 6 by 2%
- Increase the percentage of first-time eligible fully participating students who are successful on the OSSLT by 2%

### Improve Conditions for Learning

- Increase the percentage of students in Grades 4-12 who report they see themselves reflected and affirmed in their learning



## Human Rights & Equity

### Build Human Rights and Equity Capacity Through Representative, Accountable and Ethical Leadership

- ❑ 100% of Supervisory Officers', Principals' and Vice- Principals' performance appraisal plans include goals to eliminate disparities revealed by student and workplace demographic data collection
- ❑ 100% of Trustees participate in human rights and equity professional development

### Support the Implementation of De-streaming

- ❑ Increase the percentage of students achieving the provincial standard in Grade 9 de-streamed math by 5%
- ❑ Monitor student enrollment in University (U), College (C), University/College (M), and Workplace (E) courses in Grades 11 and 12
- ❑ Maintain or decrease the percentage of students in Grades 9 and 10 participating in locally developed compulsory credit courses

### Reduce Discretionary Student Discipline Practices

- ❑ Decrease the percentage of suspensions and expulsions across Grades 4-12
- ❑ Increase the percentage of school staff who have undertaken professional development to support fair student discipline practices

### Address Human Rights Complaints and Hate-Based Incidents

- ❑ Decrease the number of human rights complaints raised and increase the percentage resolved (informally and formally)
- ❑ Decrease the number of reported hate-based incidents



## Mental Health, Well-Being & Engagement

### Improve Student Mental Health and Well-Being

- ❑ Increase the percentage of students in Grades 4-12 who feel their school is a safe and inclusive environment
- ❑ Increase the percentage of students in Grades 4-12 who report feeling comfortable seeking supports for their mental health

### Improve Student, Parent and Community Engagement

- ❑ Increase student attendance rate and reduce lates for all students



## Pathways and Transitions

### Improve Graduation Rates

- ❑ Increase the percentage of students graduating with an Ontario Secondary School Diploma within five years of starting Grade 9 by 2%

### Improve Student Readiness for Future Success

- ❑ Increase the percentage of students participating in job skills programs (including co-op, Specialist High Skills Majors, Ontario Youth Apprenticeship Program and Dual Credits)
- ❑ Increase the percentage of students in Grades 7–12 who annually update their Individual Pathways Plan (IPP)
- ❑ Monitor the percentage of students entering a university program, college program, apprenticeship training program or other post-secondary institution after secondary school
- ❑ Monitor the percentage of students enrolled in STEM-related courses in Grades 11 and 12

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
MAY 23, 2023**

***PUBLIC SESSION***

**TITLE: MINUTES OF THE NIAGARA CATHOLIC PARENT  
INVOLVEMENT COMMITTEE (NCPIC) MEETING OF  
MARCH 2, 2023**

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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 2, 2023 as presented for information.



**MEETING MINUTES OF THE  
NIAGARA CATHOLIC PARENT INVOLVEMENT COMMITTEE**

**MARCH 2, 2023**

Meeting Minutes of the Niagara Catholic Parent Involvement Committee, held on Thursday, March 2, 2023 at 6:30 p.m., virtually and in-person in the Father Kenneth Burns csc Board Room at the Catholic Education Centre, 427 Rice Road, Welland, ON.

Co-Chair Vernelli called the meeting to order at 6:32 p.m.

Co-Chair Vernelli, requested that in order to facilitate the items on the agenda and as per the NCPIC By-Laws that the NCPIC meeting can be extended beyond 8:30 p.m. to no later than 9:00 p.m.

**A. ROUTINE MATTERS**

1. Land Acknowledgement and Opening Prayer  
Fr. Paul MacNeil led the Land Acknowledgement and Opening Prayer.

2. Roll Call:

Regrets: Melanie Oakes-Flegg, Josie Rocca, Kevin Timmins and Ava Venzon

<b>Parent Members</b>	<b>Geographical Area</b>	Present In-person	Present Electronically	Excused	Absent
Lindsey Spanik	Grimsby/Lincoln/West Lincoln				√
Alexandria Attree	Merritton/Thorold	√			
Ian Woods	Merritton/Thorold			√	
Julie Bateman	Niagara Falls		√		
Marilyn Fabiano	Niagara Falls		√	Joined at 7:03 p.m.	
Olivia O'Reilly-Romanoff	Niagara Falls		√		
Luciano Robazza	Niagara Falls		√	Joined at 6:43 p.m.	
Brenda Annen	St. Catharines/Niagara-on-the-Lake	√			
Rita Colling	St. Catharines/Niagara-on-the-Lake			√	
Jeremy Harb	St. Catharines/Niagara-on-the-Lake	√			
Stephanie Ireland	St. Catharines/Niagara-on-the-Lake		√		
Melanie Oakes-Flegg	Welland/Pelham			√	
Carrie Vernelli	Welland/Pelham	√			
Fr. Paul MacNeil	Bishop/Diocesan Representative	√			
Ava Venzon	Secondary Student Senate Representative			√	
<b>Trustees</b>					
Natalia Benoit	Trustee				√
Joe Bruzzese	Trustee	√			

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

Special Guests: Danny Di Lorenzo, Chair of the Board and Giancarlo Vetrone, Superintendent of Business and Financial Services

3. Approval of the Agenda

Moved by: Co-Chair Annen

**THAT** the Niagara Catholic Parent Involvement Committee approve the Agenda of the Niagara Catholic Parent Involvement Committee Meeting of March 2, 2023, as amended: Addition to the report from the Director's Designate Superintendent of Education.

**CARRIED**

4. Declaration of Conflict of Interest

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

5. Approval of the Minutes of the Niagara Catholic Parent Involvement Committee Meeting of January 12, 2023

Moved by: Alexandria Attree

**THAT** the Niagara Catholic Parent Involvement Committee approve the minutes of the Niagara Catholic Parent Involvement Committee Meeting of January 12, 2023 as presented.

**CARRIED**

**B. PRESENTATIONS**

1. Information Technology: Grant Frost, Chief Information Officer and Jeff Maxwell, TELTc Consultant

Superintendent Forsyth-Sells welcomed Director of Education Camillo Cipriano, Chair of the Board Danny Di Lorenzo, and Superintendent of Business and Financial Services Giancarlo Vetrone to the NCPIC meeting.

Superintendent Forsyth-Sells stated that as a follow-up to the new business item from the January 12, 2023 NCPIC meeting, and the request from Trustee Bruzzese to investigate the concern, that she was pleased to welcome and introduce Grant Frost, Niagara Catholic's Chief Information Officer and Jeff Maxwell, e-Learning Consultant to make a presentation on Information Technology.

Superintendent Forsyth-Sells also thanked the NCPIC members who submitted questions about Information Technology as the questions were reviewed and used as a guide for the presentation.

Grant Frost provided a presentation on Niagara Catholic Technology and Cyber-Security and Jeff Maxwell provided a presentation on the Niagara Catholic Virtual Learning Platform. A question-and-answer period followed the presentations.

2. Institute for Catholic Education (ICE): Presentation to Parents-Family Life Education Hope Expectations-Lee Ann Forsyth-Sells

Superintendent Forsyth-Sells shared that the Institute for Catholic Education is undergoing a renewal of the Family Life Education program, *Fully Alive*. Every Ontario Catholic school board has been asked to gather feedback from their Catholic Parent Involvement Committee about their hope expectations for the Family Life Education program, *Fully Alive*. Superintendent Forsyth-Sells presented the PowerPoint presentation provided by the Institute for Catholic Education which was included in the agenda package sent to all members before the meeting.

Superintendent Forsyth-Sells reviewed the questions at the end of the PowerPoint. NCPIC parent members were provided with a feedback template that included the three questions. Parent members were invited to share their feedback and/or submit their responses to Yvonne Anderson, no later than March 20, 2023. The feedback received will be submitted to the Institute for Catholic Education on behalf of the NCPIC.

The three questions are:

1. How would you express your deepest hope for your children in Family Life Education in their Catholic school?
2. Is there anything about the current program that you especially like?
3. Is there anything about *Fully Alive* that you would want to see in new program?

### C. SUBCOMMITTEE REPORT

1. Faith Formation/Parent Engagement

Co-Chair Vernelli reported that at the Faith Formation and Parent Engagement Subcommittee Meeting held on Monday, February 9, 2023, it was decided that the Faith Formation and Parent Engagement Subcommittees would collaborate for one event. Josie Rocca (Faith Formation) and Alexandria Attree (Parent Engagement) were acclaimed as the Co-Chairs respectively.

Alexandria Attree thanked the members who attended the subcommittee meeting and stated that the proposal incorporated all of the input received at the meeting.

**Proposal:**

**Theme:** Cultural Approach to Catholic Education  
**Date:** May 3, 2023  
**Time:** 5:30 p.m. to 9:00 p.m.  
**Location:** Denis Morris Catholic High School, St. Catharines

**Agenda:**

5:30 p.m. to 6:00 p.m.- Social with light refreshments  
6:00 p.m. to 7:00 p.m.- Keynote Speaker (Fr. Tony Ricard) Faith Formation and Spiritual Praise

**Parent Workshops**-Parents will have the opportunity to register for two workshops

7:10 p.m. to 7:55 p.m.- Parent Workshop- Breakout Session 1  
8:00 p.m. to 8:45 p.m.- Parent Workshop-Breakout Session 2



**Workshop Options:**

1. Decodable Books (Primary K-3)-Niagara Catholic staff and presenters Kim Lockhart and Kate Winn
2. Math/Coding (Intermediate 4-6)-Niagara Catholic staff
3. Internet Safety (Senior 7-12) Niagara Regional Police Service
4. Pro-Life-recommendation-Emily Albrecht
5. Equity and Inclusion/Indigenous-Leela MadhavaRau, Equity and Human Rights Consultant

**Childcare:** To support parent participation childcare will be provided. Secondary students will be invited to participate and could earn Christian Community Service Hours. Students will have an opportunity to create a Rosary, as May is the month for mothers and our Blessed Mother Mary.

The Faith Formation/Parent Engagement Event for May 3, 2023 was approved by consensus.

**D. POLICY**

Co-Chair Vernelli reported that the Electronic Communications System (Employees) Policy (201.12) and the Trustee Code of Conduct Policy (100.12) are currently being vetted.

1. Feedback to be submitted on behalf of the NCPIC is to be sent to Yvonne Anderson, no later than 12:00 p.m. on Tuesday, March 21, 2023.
2. Feedback submitted as an individual is to be submitted directly to Anna Pisano, no later than 12:00 p.m. on Thursday, March 23, 2023.

**E. CO-CHAIRS REPORT**

A Ministry of Education meeting with PIC Chairs/Co-Chairs and Board Leads was held on February 21, 2023. Co-Chair Vernelli reported that she was unable to attend this meeting and that Co-Chair Annen was delayed therefore, Superintendent Forsyth-Sells provided a brief report.

- Superintendent Forsyth-Sells shared that the Ministry of Education continues to host virtual meetings with PIC Chairs/Co-Chairs and Board Leads to support parent engagement. The meeting of February 21, 2023 focused on student mental health and well-being, as good mental health is fundamental to a student's ability to learn and to succeed at the school and in life. The Ministry also hosted breakout sessions for parents and for Board Leads to discuss best practices and resources to continue to support student mental health and well-being. The Niagara Catholic Mental Health Team, with the Mental Health Lead, Social Workers, Child and Youth Workers, School Mental Health Champions, and the Board Mental Health Leadership Team continues to focus on the importance of mental health and well-being for all students using the resources provided by the Ministry of Education through School Mental Health Ontario.
- Co-Chair Annen also shared that in the breakout session for parents the Ministry reported that they are currently collecting data on bullying and that the data will be shared with parents.

## **F. OAPCE REPORT**

Ian Woods sent regrets but provided the report below.

- OAPCE had their first Board of Directors Meeting of the new year at the beginning of February. OAPCE was pleased to welcome Bishop Most Rev. Yvan Mathieu and Dr. Anne Jamieson who joined the meeting virtually. The focus of the meeting was to discuss strategies to further connect the OAPCE Directors with and regional representatives.
- OAPCE is pleased to announce that Denice Garell-Teti from Halton Catholic is the new Chair and Sarah Tjin-a-joe from York Catholic is the new Executive Communications Secretary. Their many years of service and expertise will enhance OAPCE presentations, newsletters and online resources.
- OAPCE continues to create a new series of resources for “Parents4Parents Press” to provide parents with simple strategies for parent engagement focusing on “re-engaging and re-claiming parent engagement” and different ways to bring parents back into the schools.
- The OAPCE March Newsletter includes a new section “Family Zone” which offers tips for families to engage in Lenten reflections. These reflections are available on the OAPCE website, YouTube Channel, Daily TV Mass App and OAPCE Podcast.
- OAPCE has increased their presences on Twitter by creating more themed posts like #motivationMonday, #Wednesdaywisdom, etc. Parents are encouraged to re-tweet posts.
- The 84<sup>th</sup> OAPCE Annual Conference will be held on April 22, 2023 in Kingston, ON. The theme this year is “Deepening Our Faith as Engaged Parents”. Guest Speakers include Dr. Josephine Lombardi, Coach Martinez and Theresa Kennedy. A vendor mall will also be on site. Registration opens on Monday, April 6, 2023 and all parents are encouraged to attend. Travel bursaries are available through OAPCE. Further details can be found on the OAPCE website.
- OACPE will host a joint regional meeting with Algonquin, Halton, Niagara, Waterloo and York Catholic School Boards on March 27, 2023.
- Institute for Catholic Education (ICE) will host Provincial Symposium-Adult Faith Formation in Catholic Education on Tuesday, May 9 and Wednesday, May 10, 2023 at the Delta Hotel by Marriott Toronto Airport and Conference Center. Approximately, 700 participants are currently registered for this event.

## **G. REPORT FROM THE DIRECTOR’S DESIGNATE SUPERINTENDENT OF EDUCATION**

### **1. March Break: March 13-17, 2023**

Superintendent Forsyth-Sells shared that March Break is scheduled for March 13-17, 2023. Schools will be closed, but the Catholic Education Centre will be open.

### **2. Director’s Annual Report 2022**

Superintendent Forsyth-Sells reported that the Director’s Annual Report 2022 has been provided in the meeting package to all NCPIC members for information. The annual report highlights achievement and accomplishments during the 2022 school year. The report has been submitted to the Ministry of Education and is posted on the Board website.

### **3. 2023-2024 Elementary and Secondary School Year Calendars**

Superintendent Forsyth-Sells shared that based on the feedback from the consultation process, discussions with the School Year Calendar Committee, Senior Administrative Council and our

coterminous board, the 2023-2024 Elementary and Secondary School Year Calendars were presented at the February 14, 2023 Committee of the Whole Meeting and approved at the Board Meeting of February 28, 2023. The calendars have been submitted to the Ministry of Education for final approval.

Highlights of the 2023-2024 School Year Calendar

First Day of School for Elementary and Secondary

Tuesday, September 5, 2023

Christmas Break

Monday, December 25, 2023 to Friday, January 5, 2024

March Break

Monday, March 11 to Friday, March 15, 2024

P.A. Day

Monday, April 8, 2024 (due to the Solar Eclipse)

**4. NCPIC Financial Report**

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

**5. 2023 Distinguished Alumni Award**

Superintendent Forsyth-Sells shared that the Distinguished Alumni Award is presented annually to graduates from a Niagara Catholic secondary school. The individual must be described by the nominee as extraordinary, notable or acclaimed and has achieved distinguished success in their adult life. The nominee must have achieved and reflect the characteristics described by the Ontario Catholic School Graduate Expectations. Nominations may be submitted by staff and/or members of the school communities. The nomination form has been provided in the meeting package. Nominations must be submitted to Linda Marconi, no later than April 3, 2023.

**H. BISHOP/DIOCESEAN REPORT**

Fr. Paul MacNeil reported that:

- as a result of the Synod 2023 consultation process, progress is still being made on the leadership model for the diocese. A new deanery structure has been implemented and all parishes are expected to be working in the formation of a pastoral council.
- for over 35 years, the Diocese of St. Catharines has published the Vineyard with a circulation of 10,000. The Vineyard is now available electronically at <http://www.saintcd.com/diocesan-directory/the-vineyard>. All members were encouraged to review the Vineyard as it contains a wealth of information about the diocese.
- in addition to individual reconciliation times at individual parishes, the sacrament of penance will be available to all parishioners at all parishes on Saturday, March 25, from 10:00 a.m. to 2:00 p.m.
- this year's Development and Peace Share Lent Campaign is entitled "Stand for the Land" and this supports the broader 5-year campaign "Create Hope". All members were encouraged to give generously to this worthy cause. Further information may be found at [www.devp.org](http://www.devp.org).

- Assumption University is offering a graduate diploma in Catholic Studies. The application form is available at [www.assumptionu.ca/diploma-in-catholic-studies](http://www.assumptionu.ca/diploma-in-catholic-studies). The application deadline is May 3, 2023.
- all members are invited to journey through the 40 days of Lent with the National Catholic Broadcasting Council at [www.dailytvmass.com](http://www.dailytvmass.com). Participants include Bishop Bergie, Cardinal Collins, Fr. Michael Coutts, Sr. Ann Immaculee, Fr. Obinna Ifeanyi, Fr. John Bertao and Fr. Pat Fitzpatrick.
- the Roman Catholic Church of Canada is committed to raising 30 million dollars over the next five years to support the Indigenous communities. The funds will be administered by a National Indigenous Fund Committee consisting of Bishops, clergy and members of the Indigenous community. Each diocese is expected to form its own committee to bring forth local initiatives that will enhance the relationship between our cultures, bring about reconciliation and foster a positive mission moving forward. Volunteers from the Indigenous communities are encouraged to participate.
- The Niagara Foundation for Catholic Education Annual Benefit Gala takes place tomorrow evening.

#### **I. STUDENT SENATE REPORT**

Co-Chair Vernelli on behalf of Ava Venzon reported that:

- Niagara Catholic Student Senate has partnered with Niagara Nutrition Partners for a fundraiser. Each secondary school in the Board has asked for a \$2.00 donation from students to support the breakfast program. Each student who makes a donation will receive and apply on March 7, and will gather to participate in the “Big Crunch” when all students will take a bite of their apple at the same time.
- Members of Student Senate were invited to review the Niagara Catholic Multi-Year Strategic Plan 2021-2026 for resiliency, mental health, and positivity.
- Mental Health Week and Catholic Education Week will collaborate on activities to support faith and mental health during the week of May 8-12, 2023.
- The “Time to Shine” SEAC/Student Senate Formal is well underway. This event will take place on April 18, 2023 at Saint Paul Catholic High School.

#### **J. SEAC REPORT**

Alexandria Attree reported:

- SEAC was pleased to welcome two new members to the committee, Community Representative, Krystine Donato and from Bethesda Services, Alyson Wilson.
- SEAC would like to welcome a representative from the Indigenous Community to the committee.
- Nick Smith, Niagara Support Service (NSS) presented information on Niagara Training and Employment Agency (NTEC) Regional Respite Program.
- Kids Helping Kids was celebrated in Niagara Catholic schools from February 13 to 24, with fun filled activities for our students (i.e., creative hair day, funky sock day, PJ Day, Western Day, etc.).
- Ontario Autism Program (OAP) shared information with families at the transition to school event hosted by Niagara Children’s Centre. Principals share how families can access OAP from the Niagara Catholic ABA Team.

- The transition to school process continues as coordinators and student support teams complete observations and review student information provided by community partners. In the coming months transition meetings will begin to support students entering Kindergarten in September 2023 and to foster a successful transition.
- In support of Lexia-Phase 2 Elementary, the Program Resource Teacher Team is meeting with elementary school staff to review student progress. The additional licenses are being assigned to elementary schools to further increase access to Lexia.
- In support of Lexia-Phase 1 Secondary, meetings have been held with all secondary schools to implement Lexia. Models will vary based on school sites for Semester 2.
- Bethesda is offering a 4-week session for parents of children (ages 2-12) with Down Syndrome with Linda Moroz beginning in February. Principals of identified schools will be notified and an invitation will be extended to parents for participation.
- the Behaviour Resource Teacher Team continues to deliver their social-emotional learning framework presentations entitled “I Am A Child of God” throughout the system. Over 100 classrooms have benefited from this program and self-regulation tool for students.
- with the support of SEAC, the Student Support Services Department will be reviewing and updating the Special Education Plan.
- The Niagara Catholic Accessibility Planning Committee will host an *All Access Event* for students on Tuesday, April 18, 2023 at the Holiday Inn, St. Catharines. Further details to follow. An *All Access Event* for parents will also take place at a later date. Further details to follow.
- Parents are encouraged to attend or livestream the SEAC meetings as the highlights are extremely informative and highlighting Niagara Catholic community partners.

#### **MOTION**

Moved by: Co-Chair Annen that the meeting of the NCPIC be extended to no later than 9:00 p.m. All in favour.

#### **CARRIED**

### **K. STAFF REPORTS**

Joe Tornabuono, Elementary Principal shared that:

- Ash Wednesday marked the beginning of the very important season of Lent. Lent is a time for “Spring Cleaning”, a cleaning of our hearts and our minds, as we continue our spiritual journey and grow closer to God. Lent is a time of going beyond ourselves and doing things that will make a difference for others. Our students are challenged to make Lenten promises of doing good deeds and helping others. During these days of Lent, we strive to be even better Merchants of Hope for those around us. This is transparent in the daily operations of our schools. With the season of Lent upon us, many of our schools are finding ways to demonstrate our Catholic faith, such as:
  - Mass celebrations (in-person and virtually)
  - Rosary Prayer
  - Holy Week Activities: Stations of the Cross/Last Supper
  - Mini-retreats with Niagara Catholic Elementary Chaplains
  - Lenten Food Drives
- Students in grade 2 are preparing for first Reconciliation and first Holy Communion and Grade 8 students are preparing for the Sacrament of Confirmation.

- Students received the Ontario Provincial Report Card and where applicable their Individual Education Plan (IEP) in February. Parents are encouraged to review the report card with their child and to contact the classroom teacher to discuss next steps. Teachers have also been working with students to set goals for Term 2.
- Elementary schools hosted a Kindergarten Open House and are preparing staffing for the new school year.
- Students participated in the Kids Helping Kids Campaign. Funds will be collected and distributed to the Niagara Children's Centre and the Niagara Foundation for Catholic Education.
- As part of the Early Reading Strategy, teacher use a universal screening tool in Kindergarten to identify students at risk. Prevention and intervention strategies focusing on phonological awareness, phonemic awareness and phonics instruction support student achievement and well-being.
- Numeracy continues to be a main focus as we continue to work with students to understand and improve their number sense. This includes mathematical fluency, a focused mathematical lesson and purposeful practice for students. Parents are encouraged to support their children's learning at home by showing interest in what their children learn and discover. Examples include: cooking at home; asking your children to measure ingredients, including your child in calculating/predicting the cost of groceries. This helps students connect mathematical concepts with real life.
- Extra-curricular activities continue throughout the school year.

#### **L. TRUSTEE REPORTS**

- Nil Report

#### **M. OTHER BUSINESS**

- Trustee Bruzzese requested that the NCPIC review the role of the NCPIC as an advisory committee to the Board with a focus on parent engagement.
- Marilyn Fabiano requested information on the decision-making process for cancelling transportation and/or school closures due to anticipated inclement weather. Director Cipriano reviewed the process which includes the consultation with the Niagara Regional Police Service, Niagara Student Transportation Services, and the Director of the co-terminus Board. Director Cipriano clarified that the Executive Director of Niagara Student Transportation Services (NSTS) determines whether to cancel school transportation services and the Director of Education makes the final decision regarding school/Board site closures.

**N. NEXT MEETING:** Thursday, May 11, 2023 at 6:30 p.m., at the Catholic Education Centre

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

#### **P. ADJOURNMENT**

Moved by: Olivia O'Reilly-Romanoff

THAT the Niagara Catholic Parent Involvement Committee Meeting of March 2, 2023 be adjourned.

**CARRIED**

This meeting was adjourned at 8:56 p.m.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
APRIL 23, 2023**

***PUBLIC SESSION***

**TITLE: MINUTES OF THE SPECIAL EDUCATION ADVISORY  
COMMITTEE (SEAC) MEETING OF APRIL 12, 2023**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board receive the Minutes of the Special Education Advisory Committee (SEAC) Meeting of April 12, 2023, as presented for information.



# MINUTES OF THE SPECIAL EDUCATION ADVISORY COMMITTEE MEETING

**WEDNESDAY, APRIL 12, 2023  
 6:30 PM**

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

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

**A. ROUTINE MATTERS**

**1. Land Acknowledgement – J. DiGioia**

*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**

Superintendent Pizzoferrato provided the opening prayer.

**3. Roll Call**

<b>B. Members</b>	<b>Affiliations</b>	<b>Yes</b>	<b>Excused</b>
Somma, Monique	Community Living (Welland/Pelham) - CHAIR		x
Glencross, Emily	Learning Disabilities Association of Niagara Region		x
Maxwell, Michelle	Niagara Children’s Centre		x
Kelly, Tara	Pathstone Mental Health	x	
Palombo, Pina	Down Syndrome Niagara (President)		x
Attree, Alexandria	Autism Ontario Niagara Region		x
T.B.D.	Indigenous Representative		
Smith, Lorraine	Mainstream	x	
Smith, Rita	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	
Filice, Adele	Principal, Secondary		x
Walsh, Susy	Principal, Elementary		x
Pizzoferrato, Gino	Superintendent of Education	x	
Agretto, Mackenzie	Student Senate Representative	x	
Di Gioia, Jim	Coordinator of Student Support	x	
Giancola, Danny	Coordinator of Student Support		x
Di Toro, Anthony	Coordinator of Student Support		x

Observers	Affiliations	Yes	Excused
Grzybala, Kathy (for Keighan, Kelly)	Speech-Language Pathologist	x	
Brochu, Grace	Student Support Facilitator	x	
De Lisio, Angela	Behaviour Analyst	x	
Mancuso, Vincent	Behaviour Resource Teacher	x	
Bailey, Babette	Teacher of the Deaf/Hard of Hearing	x	
Criddle, Ann Marie	Program Resource Teacher	x	
Fisher, Amber	Niagara Support Services (NSS)		x
Davies, Elizabeth	Administrative Assistant/Recording Secretary	x	

**1. Approval of the Agenda**

**Moved by:** Trustee Marino

**Seconded by:** Trustee Joyner

**2. Declaration of Conflict of Interest**

No disclosure of interest were declared with any items on the agenda

**3. Approval of Minutes of the Special Education Advisory Committee Meeting of March 1, 2023**

**Moved by:** L Smith

**Seconded by:** A. Wilson

**C. PRESENTATIONS**

**1. Niagara Children’s Centre SmartStart Hubs-** Rebecca Main, Clinical Manager (absent)

**2. Student Support Facilitators - Janet Rylett, Grace Brochu, Tara-Lynn Bidal**  
**“Creating Safe and Inclusive Spaces for Students with Developmental, Physical and Mental Needs”** (Attachment)

Trustee Joyner – In process of building some new schools, when do you talk about lifts, tracks etc. is there anything specific we need to know? Do you get involved? How do we do that?

Janet – We have a very close relationship with facilities. Whenever a new school is built, we focus

on the students there and what their needs are to make school every aspect of the school is accessible. Once ceilings are complete, facilities will call upon us. We can also accommodate with portable equipment. We are graciously invited for input all the time.

Trustee Joyner – Is it mandatory to put sensory rooms in our schools?

Janet – I am not aware of it being mandatory. All our high schools have a sensory room, most elementary schools don't have a lot of room. We tend to put "cozy corners" – matted, bean bag chairs, sensory items, breathing & visual ques. We don't have a lot of EA's so we try to teach a child to self-regulate in the classroom.

Trustee Marino – I think the presentation was excellent. I have a special love for children with special needs. I have seen miracles happen through the children's centre. We are experiencing positive change, big changes.

#### **D. AGENDA ITEMS**

- 1. Near North DSB – Special Incidence Portion Claim Funding letter to Minister Lecce -**  
(Superintendent Pizzoferrato)  
Receipt of letter from SEAC Committee regarding SIP funds. Letter is in support of the letter received from Durham DSB.  
**Motion to receive:** Trustee Marino  
**Seconded by:** Trustee Joyner
- 2. Finances – Questions from the Committee Membership -** (Superintendent Pizzoferrato)  
Superintendent Vetrone is invited to SEAC Committee to share how funding relates to Special Education. You are invited to send your questions to Elizabeth Davies so we can incorporate them in his presentation to our Committee. Provide at least 2 weeks prior to our next meeting (May 10, 2023). We will put out as reminder before-hand.
- 3. SEAC Handbook Development (By-laws & Guidelines) -** (Superintendent Pizzoferrato)  
We have gone through an evolution of sorts and are now back into an in-person model we have come across some items/situations. As a result, we would like to develop a handbook to guide us through these scenarios. As an example, our chair is away tonight and we do not have a vice-chair, so we would like to have some consistency for how we address these types of situations. We would like a fuller presence of all committee members. Elizabeth will oversee the project. If you are interested, please share your name with her so we can build a resource for our by-laws and guidelines.
- 4. GOALS Update -** (Superintendent Pizzoferrato)  
SEAC Agency Information Form – Lorraine Smith  
Working on Goal # 2 - To improve access of services outside the school board the sub-committee created this form (attachment) to share with our schools to highlight one agency each month with a brief over view, highlight events, activities or philosophies.

Trustee Marino – Is there going to be any room for success stories?

L. Smith – Each agency can determine what items they want to highlight. It is a good way to capture what we do.

## E. AGENCY REPORTS

### **Learning Disabilities Association of Niagara Region – Emily Glencross**

N/A

### **Niagara Children's Centre – Michelle Maxwell**

N/A

### **Pathstone Mental Health – Tara Kelly**

N/A

### **Down Syndrome Niagara – Pina Palombo (Andrea Pede)**

Saturday, June 3, 2023 Upcoming Trivia Night Event at Meriton Community Centre

### **Autism Ontario Niagara Region – Alexandria Attree**

2023 Scholarship Opportunities - Autism Ontario' Education Scholarships open on April 1, 2023. For eligibility criteria and information on how to apply

visit: <https://www.autismontario.com/programs-services/adults/awards-and-funding/scholarships> or email [scholarships@autismontario.com](mailto:scholarships@autismontario.com)

- Eleanor Ritchie Education Scholarship: \$500 for individuals on the autism spectrum entering their first year of a post-secondary program
- Jeanette Holden Education Scholarship: \$500 for siblings of individuals on the autism spectrum entering their first year of a post-secondary program
- MacDonald Family Education Scholarship: \$500 for students with a parent on the autism spectrum entering their first year of a post-secondary program

**Celebrate the Spectrum:** Celebrate the Spectrum is our theme for World Autism Day 2023 celebrations. It is an opportunity for positive action to provide spaces of support and advocacy for our diverse communities while learning about autism and how to make our communities better for people on the autism spectrum. The campaign is flexible, and there are many great ways to get your students involved, including: Registering for the Celebrate the Spectrum, School Giving Challenge and fundraise in support of Autism Ontario and Creating a 'strengths link' with your class Donating to Autism Ontario

Autism Ontario is launching Celebrate the Spectrum to enhance our activities and celebrations throughout the whole month of April.

- Elementary and Secondary Toolkits can be downloaded here: <https://celebratethespectrum.com/toolkits/>
- Sign your school up at <https://www.autismontario.com/CTS-Form>
- <https://celebratethespectrum.com/>

If you are interested in participating in our Celebrate the Spectrum campaign you can connect with your [local Autism Ontario Region](#) or email [celebratethespectrum@autismontario.com](mailto:celebratethespectrum@autismontario.com).

**Celebrate the Spectrum School Giving Challenge:** Students and their schools are some of our most active supporters. In honour of these young autism champions, we're launching the Celebrate the

Spectrum School Giving Challenge which will run throughout April.

The school that raises the most donations in support of Autism Ontario will be eligible to win special recognition including an article in Autism Matters magazine. Each school's top fundraising student will be eligible for a chance to win an iPad!

More detail and the registration form can be found through the Celebrate the Spectrum website at <https://celebratethespectrum.com/school-giving-challenge/>.

Please help us promote this challenge with your schools and school board, let's urge all our school contacts to register and challenge a rival school!

#### **Other news**

Please encourage your families in your community to sign up for Autism Ontario newsletters for more information about local events, webinars and more: <https://www.autismontario.com/newsletter>

#### **Mainstream** – Lorraine Smith

We are in search of a new Executive Director.

#### **Bethesda Services** – Alyson Wilson

N/A

#### **Community Living (Port Colborne/Wainfleet)** – Rita Smith

N/A

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

N/A

### **F. STUDENT REPORT**

#### **Student Senate Representative** – Mackenzie

Time to Shine formal happening next week on April 18, 2023 at St Paul. We are very excited about it along with all of the students participating. Autism Ontario is coming to run a sensory room and crafts, Mendelt is coming in to do his music therapy – as a surprise. We also have a limo organized to pick up some of the students coming instead of a bus.

Superintendent Pizzoferrato – If you are planning to attend please let Elizabeth know. Mackenzie and another student invited me to meet with them at St Paul so they could propose this idea to me. I was humbled by their ideas. This came about because Mackenzie invited her friend to a formal and started to volunteer her time in the Spec. Ed. Classroom. Mackenzie should be very proud of the things she does intuitively. It makes a huge difference. Sets the example especially under the leadership of students. I thank you in advance of the event for making sure you put all of the moving pieces together. Congratulations to you and your community. Keep doing what you are doing. We look forward to sharing that experience with you.

## **E. STAFF REPORTS**

### **Secondary Principal – A. Felice**

#### **Notre Dame:**

- Received a donation from the Optimist Club that will be used to purchase bus passes to provide opportunities for students with Special Needs to get out in the community
- ND is in the planning stages of the return of ND Raptors Basketball tournament. The proposed date for this event is June 9<sup>th</sup> 2023. We plan to have a BBQ lunch and Therapy Tails join us for the tournament to provide lunch and rotating teams of dogs for the duration of the event

#### **Blessed Trinity:**

- External Co-op placements for some of our Special Education Classroom students at Giant Tiger and Gateway Niagara
- Internal Co-op placement for some of our Special Education Classroom students, fulfilling all necessary tasks associated with a Vending Machine operation, including taking inventory, stocking the machine, and calculating revenues weekly
- Several of our Special Education students help to manage and support our Breakfast Program each day
- One of our Special Education Classroom students participated fully in our Swim program, reaching the podium in several events at SOSSA
- One of our Special Education Classroom students is the Manager of the Thunder Baseball Team for the current season
- We have provided other experiential opportunities for the students of the Special Education Classroom this semester, including such outings as Bowling trips

#### **Lakeshore Catholic:**

- ASD- student is registered to participate in the TIPS workshop through the Learning Disabilities Association of Niagara Region @ STP.
- Our class now has an indoor garden station. We're growing various herbs for the culinary arts program. Also created a plant sharing program where we have invited parents and staff to share houseplants. Students learn to propagate and take care of plants.
- We are off and running with the NCDSB mustard seed challenge, our plants are doing great!
- Our class once again made bracelets in support of ASD awareness. Sales will continue until the end of the month (\$5 each), with proceeds to be donated to Autism Ontario (Niagara Chapter).
- This past autumn students from our class planted over 75 new tulip bulbs in our front showcase garden. Looking forward to seeing these new additions bloom in the near future!
- Our class is very much looking forward to the Time to Shine formal event hosted by STP.

### **Elementary Principal – S. Walsh**

N/A

## **Student Support Department - J. Di Gioia**

### **1. ALL ACCESS HOME: ACCESSIBILITY CONFERENCE FOR ELEMENTARY STUDENTS ON APRIL 18, 2023**

The Niagara Catholic District School Board Accessibility Committee is planning an elementary student conference called ALL ACCESS HOME (Helping to Open Minds Encounter) to support students in becoming accessibility champions in their school communities. Educating youth about accessibility, disability, and inclusion supports Niagara Catholic in removing barriers so that all students can succeed and feel at HOME as themselves, and as part of their school communities.

The conference supports the Accessibility for Ontarians with Disabilities Act (AODA) to ensure that all Ontarians have fair and equitable access to programs and services, and improved opportunities for persons with disabilities. The ALL ACCESS HOME conference has been made possible through a successful grant application to the Ministry of Education that was prepared by members of the Accessibility Committee.

Five students from grades 5 to 8 will be selected by the school Principal from each elementary school to participate in the conference at the Holiday Inn & Suites Parkway Conference Centre on Ontario Street in St. Catharines on Tuesday, April 18, 2023.

The conference will include a keynote address by Unstoppable Tracy and interactive workshops, along with refreshments, lunch and transportation by bus to and from the home schools. Student participants will share their learning in their home school communities following the conference.

**2. TIPS** - Niagara Catholic's Student Support and the Learning Disabilities Association of Niagara Region (LDANR) have collaborated to offer a one-day workshop titled TIPS for Post-Secondary to support grade eleven and twelve students who meet the eligibility criteria below with a focus on preparation and transition to post-secondary education.

This free workshop will take place on Wednesday, April 26th, 2023, at Denis Morris Catholic High School from 9:30 am – 6:30 pm. Student arrival will take place between 9:00 and 9:45 am with dinner starting at 5:30 pm.

**3. Final Lexia Professional Learning Sessions** for this school year are occurring on April 12, 18, and 25, offering professional development that will specifically focus on student data collected by the myLexia® dashboard.

**4. 2023-2024 School Year Planning** is already underway, including: professional development schedule for ERTs, EAs, and Special Education Classroom Teachers; school organization and support staff deployment; transition to a new IEP development tool; preschool transition meetings.

**Special Education Plan 2022** – attachment

**SEAC Special Education Plan Fact Sheet 2023** - attachment

Superintendent Pizzoferrato

**All Access HOME (Helping to Open Minds Encounter)** April 18, 2023 for elementary students. 5 students from each elementary school will be attending to experience our training sessions for our accessibility champions. The day includes Guest Speaker Unstoppable Tracy, 7 breakout sessions (experience first-hand to become our champions) and Music by Mendt Choir performance as a surprise.

**Parent Conference** – April 17 2023 at the Holiday Inn & Suites St Catharines at 6:30 pm

Unstoppable Tracy and Dr Lauren McNamara are presenting to our community to raise



All Access HOME  
Conference April 17,

awareness for accessibility.

**Unstoppable Tracy** has committed to visit each of our 8 secondary schools following the conferences and speak to our high school champions.

The committee has done an excellent job planning these events to set our schools up to have a wonderful experience.

**TRUSTEE REPORTS** - Trustee Joyner/Trustee Marino

**Trustee Marino** - There were some very positive programs and services that will benefit both students and staff alike that were presented and discussed at last night's (Tuesday, April 11, 2023) meeting of the Niagara Catholic District School Board's Committee of the Whole. All presentations were excellently done, very informative and generated a great deal of discussion and questions. One presentation in particular that really "jumped out" for me personally demonstrated the desire for leadership skills that many of the board's staff are striving to further develop through the Niagara Catholic Aspiring Leaders Program.

The program is available to all board employees interested in developing and furthering leadership roles in a variety of opportunities such as consultants, administrative assistants, coordinators and school administration. The initial first session enrollment had 85 participants, and predictions are that the course will become so popular that it will eventually blossom into gigantic epidemic proportions. That fact in my mind speaks volumes about the high quality of dedicated and vibrant employees at all organizational levels that the board is blessed to possess.

Various spring and fall workshops will deal with instruction on dealing with tension, moving beyond mediocrity to highly effective leadership, building team trust, workforce change and innovation, and developing skills of healthy communication. All of these factors should assist participants to achieve a high sense of personal wellbeing and the ability to become an outstanding, faith-inspired leader. Such remarkable achievements will not only benefit successful staff course participants, but also Niagara Catholic District School Board students in their efforts to achieve a rewarding education.

**G. NCPIC REPORT**

1. At the NCPIC Meeting of March 2, Grant Frost, Chief Information Officer and Jeff Maxwell, TELTc Consultant provided a presentation on Niagara Catholic Technology, Cyber-Security and the Niagara Catholic Virtual Learning Platform.
2. Superintendent Forsyth-Sells shared that the Institute for Catholic Education is undergoing a renewal of the Family Life Education program, *Fully Alive*. Every Ontario Catholic school board was asked to gather feedback from their Catholic Parent Involvement Committee about their hope expectations for the Family Life Education program, *Fully Alive*. Superintendent Forsyth-Sells presented the PowerPoint presentation provided by the Institute for Catholic Education

and reviewed the three questions. Parent members were invited to provide feedback. Feedback received will be submitted to the Institute for Catholic Education on behalf of the NCPIC.

The three questions are:

1. How would you express your deepest hope for your children in Family Life Education in their Catholic school?
  2. Is there anything about the current program that you especially like?
  3. Is there anything about *Fully Alive* that you would want to see in new program?
3. The Ministry of Education continues to host virtual meetings with PIC Chairs/Co-Chairs and Board Leads to support parent engagement. The meeting of February 21, 2023 focused on student mental health and well-being, as good mental health is fundamental to a student's ability to learn and to succeed at the school and in life. The Ministry also hosted breakout sessions for parents and for Board Leads to discuss best practices and resources to continue to support student mental health and well-being. The Niagara Catholic Mental Health Team, with the Mental Health Lead, Social Workers, Child and Youth Workers, School Mental Health Champions, and the Board Mental Health Leadership Team continues to focus on the importance of mental health and well-being for all students using the resources provided by the Ministry of Education through School Mental Health Ontario.
4. The 84<sup>th</sup> Ontario Association of Parents in Catholic Education (OAPCE) Annual Conference will be held on April 22, 2023 in Kingston, ON. The theme this year is "Deepening Our Faith as Engaged Parents". Guest Speakers include Dr. Josephine Lombardi, Coach Martinez and Theresa Kennedy. A vendor mall will also be on site. Registration opens on Monday, April 6, 2023 and all parents are encouraged to attend. Travel bursaries are available through OAPCE. Further details can be found on the OAPCE website at <https://www.oapce.org/>.
5. On May 3, 2023 the NCPIC will host a Faith Formation/Parent Engagement Event with the theme a "Cultural Approach to Catholic Education" featuring guest speaker Fr. Tony Ricard, followed by Parent Workshops at Denis Morris Catholic High School from 5:30 p.m. to 9:00 p.m.

After the keynote address, parents/guardians will also have the opportunity to participate in two workshops of their choice: Decodable Books, Math/Coding, Internet Safety, Pro Life and Equity and Inclusion.

To support parent participation childcare will be provided. Secondary students will be invited to participate and could receive Community Service Hours. Students will have an opportunity to create a Rosary, as May is the month for mothers and our Blessed Mother Mary.

#### **H. NOTICES OF MOTION**

None

#### **I. INFORMATION ITEMS**

None

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



**K. NEXT MEETING**

Wednesday, May 10, 2023 at 6:30 pm virtual

**M. ADJOURNMENT** 8:10 pm

**Motion to Adjourn:**

**Seconded:**