



MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

TUESDAY, MAY 14, 2024

Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, May 14, 2024 in the Father Kenneth Burns c.s.c. Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

The meeting was called to order at 6:30 p.m. by Vice-Chair Burkholder.

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayer was led by Trustee Burkholder

2. Roll Call

Vice-Chair Burkholder noted that Trustee Benoit's absence approved due to sanction.

Trustee	Present	Present Electronically	Absent	Excused
Natalia Benoit				✓
Joseph Bruzzese	✓			
Rhianon Burkholder	✓			
Danny Di Lorenzo	✓			
Larry Huibers	✓			
Doug Joyner	✓			
Jim Marino	✓			
Paul Turner	✓			
Student Trustees				
Charlotte Johnstone	✓			
Emilio Geremia	✓			

The following staff were in attendance:

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

3. **Approval of the Agenda**

Moved by Trustee Marino

THAT the Committee of the Whole approve the Agenda of the Committee of the Whole Meeting of May 14, 2024, as presented.

CARRIED

4. **Declaration of Conflict of Interest**

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

5. **Approval of Minutes of the Committee of the Whole Meeting of April 9, 2024**

Moved by Trustee Marino

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of April 9, 2024, as presented.

CARRIED

6. **Consent Agenda Items**

6.1 **Extended Overnight Field Trip, Excursion and Exchange Committee**

Presented for information.

6.2 **Staff Development Department Professional Development Opportunities**

Presented for information.

6.3 **Capital Projects Progress Report Update**

Presented for information.

6.4 **In Camera Items G1**

Moved by Trustee Joyner

THAT the Committee of the Whole adopt consent agenda items.

CARRIED

B. PRESENTATIONS

C. GOVERNANCE POLICIES

1. Governance Policies for Recommendation to the Board

1.1. Employee Workplace Harassment Policy (201.7)

Julia Tiessen, Executive Officer of Human Resources Services presented feedback received from the vetting process and highlighted recommended amendments to the Employee Workplace Harassment Policy (201.7), following the vetting process.

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

- Paragraph 2 – change to “*The Board will not tolerate any form of discrimination or harassment in any workplace of the Board. This policy applies to all employees and is intended to address workplace harassment from all sources, including employers, supervisors, workers and members of the public.*”

Moved by Trustee Marino

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

APPROVED

1.2. Employee Workplace Violence Policy (201.11)

Executive Office Tiessen presented feedback received from the vetting process and highlighted recommended amendments to the P following the vetting process.

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

- No amendment

Moved by Trustee Turner

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Employee Workplace Violence Policy (201.11), as presented.

APPROVED

1.3. Occupational Health and Safety Policy (201.6)

Executive Office Tiessen presented feedback received from the vetting process and highlighted recommended amendments to the P 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 Occupational Health and Safety Policy (201.6), as presented.

APPROVED

1.4. Purchasing/Supply Chain Management Policy (600.1)

Giancarlo Vetrone, Superintendent of Business & Financial Services presented feedback received from the vetting process and highlighted recommended amendments to the Purchasing/Supply Chain Management Policy (600.1), following the vetting process.

Following discussion, the Committee of the Whole recommended the Purchasing/Supply Chain Management Policy (600.1) be deferred to the June Committee of the Whole meeting.

2. Governance Policies Prior to Vetting

3. Governance Policy Review Schedule

Director Cipriano presented the Governance Policy Review Schedule.

4. PPM 128

Director Cipriano noted that PPM 128, the Provincial Code of Conduct policy, includes updates on mobile device use and vaping legislation. He noted that several Niagara Catholic Policies and Administrative Operational Procedures have incorporated the requirements of PPM 128.

Superintendent of Education Domenic Massi stated that our policies and Administrative Operational Procedures have been reviewed to include the new language. These updates are currently in draft form and are being reviewed by the senior team.

D. COMMITTEE AND STAFF REPORTS

1. Grants for Student Needs Funding

Superintendent Vetrone presented the Grants for Student Needs Funding for Trustee information.

Superintendent Vetrone answered questions of Trustees.

2. Niagara Catholic Applied Behaviour Analysis (ABA) Update 2024

Gino Pizzoferrato, Superintendent of Education provided background information on the Niagara Catholic Applied Behaviour Analysis and introduced Julia Nemcko, BCBA, Behaviour and Communication Services Lead.

Ms. Nemcko presented an update on the Niagara Catholic Applied Behaviour Analysis for 2024.

Ms. Nemcko answered questions of Trustees.

3. **Draft Letter in Response to Bill 185, The Cutting Red Tape to Build Better Homes Act, 2024**

Clark Euale, Controller of Facilities Services provided background information on Bill 185, The Cutting Red Tape to Build Better Homes Act, 2024.

Following discussion the Board requested the letter also be sent to the Minister of Red Tape, the Association of Municipalities of Ontario and a copy be sent to OCSTA and all School Boards.

Moved by Trustee Joyner

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board submit the attached letter as amended, to the Ministry of Education, Ministry of Municipal Affairs and Housing, the Ministry of Red Tape Reduction, Municipalities of Ontario, OCSTA and all School Boards in support of the feedback provided by the Council of Senior Business Officials, with respect to proposed Bill 185, Cutting Red Tape to Build Better Homes Act, 2024.

CARRIED

4. **Monthly Updates**

4.1 **Student Trustees' Update**

Charlotte Johnstone, Student Trustee, 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 Pizzoferrato

- On May 9th, the first official Indigenous Cultural Fair was hosted at St. Martin Catholic Elementary School
- On May 8th St. Martin Catholic Elementary School hosted a Grandparents(s) day with over 700 grandparents attending.
- Mustang Jamboree will be held on Friday, May 17th at Saint Michael Catholic High School.

Executive Officer Tiessen

- An 8 week food challenge has launched with approx. 550 staff participating in this challenge.

Superintendent Kinney

- Fifth Annual Celebrating Kindergarten will take place May 16th at Our Lady of the Holy Rosary Catholic Elementary school. The venue had to be relocated from the Catholic Education Centre to accommodate over 750 guests expected to attend.

Superintendent Massi

- The Mary Ward Choir, junior and intermediate Tiger Singers achieved a gold excellent standard at the Port Colborne Festival of the Arts and received a scholarship sponsored by the Port Colborne Operatic Society. The Tiger Trebles also achieved first place with a gold standard and awarded the Robert Wood Singer Scholarship for Best Performance by a Primary School Choir.

Superintendent Forsyth-Sells

- Adele Filice, Principal at Holy Cross Catholic Secondary School will receive, from the Ontario Council of Administrators of Special Education, the “Outstanding Administrator of Special Education Award” at the provincial conference on May 16, 2024.

A request was made that moving forward any employee winning a provincial award or greater, will receive a congratulatory letter from the Board of Trustee.

E. INFORMATION

1. Trustee Information

1.1 Budget Workshop 4:00 pm. June 11, 2024

Director Cipriano reminded Trustees of the Budget Workshop on June 11, 2024 at 4:00 pm.

1.2 Director Performance Appraisal

Chair Di Lorenzo noted that as per *Ontario Regulation 83/24 – Director of Education Performance Appraisal*, the process has been formalized. The committee will consist of four Trustees: Jim Marino, Doug Joyner, Rhianon Burkholder, and himself. Their names will be submitted to the Ministry tomorrow to meet the deadline. The committee is established to ensure all timelines are adhered to.

F. OTHER BUSINESS

1. General Discussion to Plan for Future Action

1.1 Trustee Addresses at Graduation Ceremonies

After discussion, the Board agreed that while Trustees will be acknowledged at Graduation Ceremonies, they will not deliver addresses. Additionally, in the absence of a Government Official, the Governor General's Award should be presented by the attending Trustee.

1.2 Trustee Invitations to Board and School Events

Following discussion, the Board requested a timelier notice be given for any board and school events.

1.3 Letter to the City of Port Colborne

Copies of a letter addressed to the City of Port Colborne were distributed, expressing disappointment over Lakeshore Catholic High School's exclusion from the announcement of the Honda Factory coming to Port Colborne, despite the participation of students and staff from Port Colborne High School.

Moved by Trustee Marino

THAT the Board of Trustee endorse the letter and send a copy to Port Colborne Council, Regional Chair Jim Bradley and Regional Council.

CARRIED

G. BUSINESS IN CAMERA

Moved by Trustee Huibers

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 9:17 p.m. and reconvened at 9:56 p.m.

H. REPORT ON THE IN-CAMERA SESSION

Moved by Trustee Huibers

THAT the Committee of the Whole report the motions from the In Camera Session of the Committee of the Whole Meeting of May 14, 2024.

CARRIED

SECTION B: STUDENT TRUSTEES EXCLUDED

Moved by Trustee Joyner

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting - In Camera Session (Section B: Student Trustees Excluded) held on April 9, 2024, as presented.

CARRIED (Item G1)

Collective Bargaining update was provided for information purposes only.

I. ADJOURNMENT

Moved by Trustee Marino

THAT the May 14, 2024 Committee of the Whole Meeting be adjourned.

CARRIED

This meeting was adjourned at 9:57 p.m.

Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **May 14, 2024.**

Approved on **June 11, 2024.**

Rhianon Burkholder
Vice-Chair of the Board

Camillo Cipriano
Director of Education/Secretary -Treasurer