



## MINUTES OF THE BOARD MEETING

**TUESDAY, DECEMBER 17, 2019**

Minutes of the Meeting of the Niagara Catholic District School Board, held on Tuesday, December 17, 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 Chair Fera.

### A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayers were led by Student Trustees Bilodeau and DiPietro.

2. Roll Call

Chair Fera noted that Trustees Sicoli and Turner asked to be excused.

Chair Fera asked Trustee Moody to serve as Vice-Chair for the Board meeting.

Trustee	Present	Present Electronically	Absent	Excused
Rhianon Burkholder	✓			
Kathy Burtnik	✓			
Frank Fera	✓			
Larry Huibers	✓			
Daniel Moody	✓			
Leanne Prince	✓			
Dino Sicoli				✓
Paul Turner				✓
<b>Student Trustees</b>				
Jade Bilodeau	✓			
Luca DiPietro	✓			

The following staff were in attendance:

**John Crocco**, Director of Education; **Yolanda Baldasaro**, **Ted Farrell**, **Lee Ann Forsyth-Sells**, **Frank Iannantuono**, **Pat Rocca**, Superintendents of Education; **Giancarlo Vetrone**, Superintendent of Business & Financial Services; **Scott Whitwell**, Controller of Facilities Services; **Anna Pisano**, Recording Secretary/Administrative Assistant, Corporate Services & Communications

**3. Approval of the Agenda**

Moved by Trustee Moody  
Seconded by Trustee Burkholder

**THAT** the Niagara Catholic District School Board approve the Agenda of the Board Meeting of December 17, 2019, as presented.

**CARRIED**

**4. Declaration of Conflict of Interest**

No Disclosures of Interest were declared with any items on the Agenda.

**5. Approval of Minutes of the Board Meeting**

**5.1 November 26, 2019**

Moved by Trustee Burtnik  
Seconded by Trustee Prince

**THAT** the Niagara Catholic District School Board approve the Minutes of the Board Meeting of November 26, 2019, as presented.

**CARRIED**

**5.2 December 3, 2019**

Moved by Trustee Burtnik  
Seconded by Trustee Prince

**THAT** the Niagara Catholic District School Board approve the Minutes of the Board Meeting of December 3, 2019, as presented.

**CARRIED**

**5.3 December 3, 2019**

Moved by Trustee Burtnik  
Seconded by Trustee Prince

**THAT** the Niagara Catholic District School Board approve the Minutes of the Special Board Meeting of December 3, 2019, as presented.

**CARRIED**

**6. Consent Agenda Items**

Trustee Burtnik requested Item F7 be held, and Trustee Huibers requested Item A6.7 be held. Item A6.7 was moved to Committee and Staff Reports Section C of the agenda.

**6.1 Unapproved Minutes of the Committee of the Whole Meeting of December 3, 2019 and Consideration of Recommendations**

**THAT** the Niagara Catholic District School Board receive the unapproved Minutes of the Committee of the Whole of December 3, 2019, as presented.

**6.1.1 Catholic Leadership: Principal and Vice-Principal Selection Policy (202.2)**

**THAT** the Niagara Catholic District School Board approve the Catholic Leadership: Principal and Vice-Principal Selection Policy (202.2), as presented.

**6.1.2 Religious Accommodation Policy (100.10.1)**

**THAT** the Niagara Catholic District School Board approve the Religious Accommodation Policy (100.10.1), as presented.

**6.2 Approved Minutes of the Special Education Advisory Committee (SEAC) Meeting of November 6, 2019**

**THAT** the Niagara Catholic District School Board receive the Approved Minutes of the Special Education Advisory Committee Meeting of November 6, 2019, as presented.

**6.3 Director of Education Annual Report 2019**

Presented for information.

**6.4 Trustee Honorarium for the Year December 1, 2019 to November 30, 2020**

**THAT** the Niagara Catholic District School Board approve the Trustee Honorarium for the year December 1, 2019 to November 30, 2020, as noted in Appendix A, as follows:

\$16,540 for the Chair of the Board  
\$13,516 for the Vice-Chair of the Board  
\$10,491 for the other Trustees

**CARRIED**

**6.5 Trustee Expenses and Reimbursement for the Fiscal Year 2018-2019**

Presented for information.

**6.6 Award of Multi-Function Devices Replacement**

**THAT** the Niagara Catholic District School Board approve the Award of the Multi-Function Device fleet replacement contract, utilizing the Ontario Education Collaborative Marketplace (OECM) Vendor of Record (VOR) program, to Sharp Electronics of Canada, as presented.

**CARRIED**

**6.7 Operation of EarlyOn Child and Family Centres in Niagara – Notice of Award Letter**

Moved to Section C

**6.8 In-Camera Items F1, F2, F4, F5 & F6**

Moved by Trustee Burkholder  
Seconded by Trustee Huibers

**THAT** the Niagara Catholic District School Board adopt the consent agenda items.

**CARRIED**

## **B. DELEGATIONS/PRESENTATIONS**

### **1. Denis Morris Catholic High School Choir**

Ted Farrell, Superintendent of Education welcomed the Denis Morris Catholic High School Choir, Danny Di Lorenzo, Principal and Louisa Ibbotson, Choir Director.

The Denis Morris Catholic High School Choir performed three Advent songs for the Board.

Chair Fera, on behalf of Trustees, Senior Staff and everyone present, congratulated and thanked the students of Denis Morris Catholic High School for their performance.

Chair Fera, Trustees Burkholder, Burtnik, Huibers and Director Crocco presented the students with Excellence in the Arts pins to wear proudly with their uniform.

### **2. Christmas Cards 2019**

Yolanda Baldasaro, Superintendent of Education, presented the report on Christmas Cards 2019. She noted that all schools throughout Niagara Catholic were invited to submit artwork designed by their students in order to create the 2019 Niagara Catholic Christmas Cards.

The students whose artwork was selected for the Board's Christmas cards were introduced by Superintendent Baldasaro. Chair Fera, Trustees Burkholder, Burtnik, Huibers, Moody and Director Crocco presented the students with Excellence in the Arts pins as well as a plaqued picture of their artwork.

## **C. COMMITTEE AND STAFF REPORTS**

### **1. Financial Reports**

#### **1.1 Revised Estimates for the Year 2019-2020**

Director Crocco presented background information on the Revised Estimates for the Year 2019-2020.

Giancarlo Vetrone, Superintendent of Business & Financial Services presented the Revised Estimates for the Year 2019-2020 report.

Superintendent Vetrone answered questions of Trustees.

Moved by Trustee Burtnik  
Seconded by Trustee Huibers

**THAT** the Niagara Catholic District School Board approve the Report on the Revised Estimates for the year 2019-2020, as presented.

**CARRIED**

#### **1.2 Financial Report as at November 30, 2019**

Giancarlo Vetrone, Superintendent of Business & Financial Services presented the Financial Report for information.

2. **Consent Agenda Item A6.7 Operation of EarlyOn Child and Family Centres in Niagara – Notice of Award Letter**

Superintendent Baldasaro and Controller Whitwell answered questions of Trustees.

**D. TRUSTEE ITEMS, OPEN QUESTION PERIOD & OTHER BUSINESS**

1. **Correspondence**

2. **Report on Trustee Conferences Attended**

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

- The Annual Mid-Year Report on the Implementation of the Board's System Priorities for 2019-2020 is on schedule to be presented at the January Board meeting.
- We are on schedule to commence discussions at the January Committee of the Whole meeting on the System Priorities and Budget for 2020-2021.

4. **Trustee Information**

Director Crocco confirmed presentation of items D4.1 to D4.3 for the information or questions of Trustees.

Director Crocco reminded the Board that schools and the Catholic Education Centre will be closed from December 21 through to January 5, 2020 and that staff will respond to any inquires, emergencies excepted, upon their return on January 6, 2020.

4.1 **Spotlight on Niagara Catholic – December 3, 2019**

4.2 **Calendar of Events – January 2020**

4.3 **OCSTA Memorandum – OCSTA 2019 Annual Finance Brief Submission  
Partners in Excellence: Stability & Flexibility in Education Funding**

Director Crocco added three additional items:

1. A copy of two letters signed by Bishop Bergie, Chair Fera and Director Crocco addressed to all families and to all staff was provided to Trustees for their advanced information.
2. With the approval by the Board of the Catholic Leadership: Principal and Vice-Principal Selection Policy, to meet the anticipated leadership needs for the remainder of this school year and for September 2020, staff will begin the process later this week with a posting for Elementary and Secondary Principal and Vice-Principal pools.

In accordance with the policy, "The Director of Education will consult and seek input from the Board of Trustees on the skill set and profile of a Catholic Principal and Vice-Principal within the Niagara Catholic District School Board", a draft copy of the posting was distributed by Superintendent Iannantuono.

The posting meets the requirements outlined in the Administrative Procedures just approved by the Board, the skill set and the profile will be used in the selection part of the process.

As per the policy, Trustees provided input on the skill set and profile.

3. Director Crocco shared with Trustees that as we reflect on the 2010s and prepare for the 2020s, we continue to appreciate the gift that Catholic Education has on students, staff, pastors and the communities throughout the Diocese of St. Catharines for over 170 years. As the current guardians of this enduring gift, Mark McGowan wrote another book entitled “Its Our Turn – carrying on the work of the Pioneers of Catholic Education in Ontario”. Director Crocco provided all Trustees, in addition to all members of Senior Administrative Council, Principals, Vice-Principals and administrators with a copy of the book. Director Crocco showed a brief video of Mark McGowan explaining the book.

**5. Open Question Period**

None Submitted

**E. NOTICES OF MOTION**

**F. BUSINESS IN CAMERA**

Moved by Trustee Prince

Seconded by Trustee Burkholder

**THAT** the Niagara Catholic District School Board move into the In Camera Session.

**CARRIED**

The Niagara Catholic District School Board moved into the In Camera Session of the Board Meeting at 7:44 p.m. and reconvened at 8:38 p.m.

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

Moved by Trustee Prince

Seconded by Trustee Burkholder

**THAT** the Niagara Catholic District School Board report the motions from the In Camera Session of the Board Meeting of December 17, 2019.

**CARRIED**

**SECTION A: STUDENT TRUSTEES PRESENT**

Moved by Trustee Burkholder

Seconded by Trustee Huibers

**THAT** the Niagara Catholic District School Board approve the Minutes of the In Camera Session of the Board Meeting - SECTION A: Student Trustees Present of November 26, 2019, as presented.

**CARRIED (Item F1)**

Moved by Trustee Burkholder

Seconded by Trustee Huibers

**THAT** the Niagara Catholic District School Board receive the unapproved Minutes of the In Camera Session of the Committee of the Whole Meeting - SECTION A: Student Trustees Present of December 3, 2019, as presented.

**CARRIED (Item F2)**

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

Moved by Trustee Burkholder  
Seconded by Trustee Huibers

**THAT** the Niagara Catholic District School Board approve the Minutes of the In Camera Session of the Board Meeting - SECTION B: Student Trustees Excluded of November 26, 2019, as presented.

**CARRIED (Item F4.1)**

Moved by Trustee Burkholder  
Seconded by Trustee Huibers

**THAT** the Niagara Catholic District School Board approve the Minutes of the In Camera Session of the Special Board Meeting - SECTION B: Student Trustees Excluded Trustee & Director Only of December 3, 2019, as presented.

**CARRIED (Item F4.2)**

Moved by Trustee Burkholder  
Seconded by Trustee Huibers

**THAT** the Niagara Catholic District School Board receive the unapproved Minutes of the In Camera Session of the Committee of the Whole Meeting - SECTION B: Student Trustees Excluded of December 3, 2019, as presented.

**CARRIED (Item F5)**

## **H. FUTURE MEETINGS AND EVENTS**

## **I. MOMENT OF SILENT REFLECTION FOR LIFE**

## **J. ADJOURNMENT**

Moved by Trustee Burkholder  
Seconded by Trustee Moody

**THAT** the December 17, 2019 meeting of the Niagara Catholic District School Board be adjourned.

**CARRIED**

This meeting was adjourned at 8:40 p.m.

---

---

Minutes of the Meeting of the Niagara Catholic District School Board held on **December 17, 2019**.

Approved on **January 28, 2020**.

---

Frank Fera  
Chair of the Board

---

John Crocco  
Director of Education/Secretary -Treasurer