



*“The Niagara Catholic District School Board, through the charisms of faith, social justice, support and leadership, nurtures an enriching Catholic learning community for all to reach their full potential and become living witnesses of Christ.”*

## MINUTES

### **Denis Morris, Holy Cross and Saint Francis Catholic Elementary and Secondary Family of Schools**

#### **Ad Hoc Attendance Area Review Committee Meeting**

Holy Cross Catholic Secondary School and Saint Francis Catholic Secondary School

**April 10, 2018**

**4:00 p.m.**

#### **FATHER KENNETH BURNS, csc BOARD ROOM CATHOLIC EDUCATION CENTRE - WELLAND**

Minutes of Ad Hoc Attendance Area Review Committee Meeting for the Denis Morris, Holy Cross and Saint Francis Catholic Elementary and Secondary Family of Schools of April 10, 2018 at 4:00 p.m. at the Catholic Education Centre.

The meeting was called to order at 4:15 p.m. by Superintendent Farrell.

#### **A. ROUTINE MATTERS**

##### **1. Opening Prayer**

The opening prayer was led by Superintendent Farrell.

##### **2. Roll Call and Attendance**

<b>Committee Members</b>		<b>Present</b>	<b>Excused</b>	<b>Absent</b>
Pat Vernal	Trustee	x		
Kathy Burtnik	Trustee	x		
Maurice Charbonneau	Trustee	x		

<b>Resources to Committee</b>		<b>Present</b>	<b>Excused</b>	<b>Absent</b>
Ted Farrell	Superintendent of Education	x		
Scott Whitwell	Controller of Facilities Services	x		
Kathy Levinski	Administrator of Facilities Services	x		
Mary Gallardi	Recording Secretary		x	
James Whittard	Principal–Saint Francis Catholic Secondary School		x	
Denice Robertson	Principal – Holy Cross Catholic Secondary School		x	

Jackie Watson	Principal – St. James Catholic Elementary School		x	
CSC Chair/Co-Chair	Holy Cross Catholic Secondary School		x	
CSC Chair/Co-Chair	Saint Francis Catholic Secondary School		x	

The following staff were also in attendance: Kelsey Myers, Facilities Services Secretary.  
There were no members of the public in attendance.

### **3. Election of Chairperson**

Moved by Trustee Burtnik and Trustee Charbonneau

**THAT** Trustee Vernal be named Chairperson of the Ad Hoc Attendance Area Review Committee for Denis Morris, Holy Cross and Saint Francis Catholic Elementary and Secondary Family of Schools.

**CARRIED**

### **4. Approval of Agenda**

Moved by Trustee Burtnik

**THAT** the Agenda of the Ad Hoc Area Review Committee Meeting for the Denis Morris, Holy Cross and Saint Francis Catholic Elementary and Secondary Family of Schools of April 10, 2018 be approved as presented.

**CARRIED**

### **5. Declaration of Conflict of Interest**

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

## **B. TERMS OF REFERENCE (DRAFT)**

Superintendent Farrell presented the Terms of Reference (Draft) for information and review. Committee members provided feedback.

Approval of Terms of Reference

Moved by Trustee Burtnik

**THAT** the Terms of Reference of the Ad Hoc Area Review Committee Meeting for the Denis Morris, Holy Cross and Saint Francis Catholic Elementary and Secondary Family of Schools of April 10, 2018 be approved as presented.

**CARRIED**

## **C. MEETING SCHEDULE (DRAFT)**

Superintendent Farrell presented the Meeting Schedule (Draft) for information and review. The proposed schedule does not include public meetings at the three affected schools.

The Committee requested that May 3, 2018 Committee Meeting be changed to May 2, 2018 at 6:00 p.m. The recommendations shall be presented to the Committee of the Whole on Tuesday May 8, 2018.

Approval of the Meeting Schedule

Moved by Trustee Burtnik

**THAT** the Meeting Schedule of the Ad Hoc Area Review Committee Meeting for the Denis Morris, Holy Cross and Saint Francis Catholic Elementary and Secondary Family of Schools of April 10, 2018 be approved as amended.

**CARRIED**

The Meeting Schedule will be sent to Principals and will also be posted on the Board website.

#### **D. BACKGROUND INFORMATION**

Superintendent Farrell presented the background information pertaining to Holy Cross Catholic Secondary School and Saint Francis Catholic Secondary School for information and review. Committee members provided feedback.

#### **E. REVIEW OF PROPOSED ATTENDANCE AREA OPTION**

Superintendent Farrell presented the proposed attendance boundaries for Holy Cross Catholic Secondary School and Saint Francis Catholic Secondary School review. The proposed boundaries would allocate the entire St. James Catholic Elementary School to Saint Francis Catholic Secondary School. There are no families living within the proposed area of change at the present time. The elementary boundary change approved by Trustees in 2014 following the St. Catharines Elementary and Secondary Family of Schools Ad Hoc Attendance Review as a result of the consolidation of Michael J. Brennan Catholic Elementary School was not intended to have students in the area currently under consideration attend Holy Cross Catholic Secondary School.

Committee recommended that proposed boundaries be posted on the Board website for public review and input.

**Moved** by Trustee Charbonneau

**THAT** the proposed boundaries for Holy Cross Catholic Secondary School and Saint Francis Catholic Secondary School be posted on the Board website for public input, as presented.

**CARRIED**

#### **F. FUTURE ACTION**

Staff will post the Agenda, Unapproved Minutes, amended Meeting Schedule and Proposed Boundaries on the Board website for input. A SchoolConnects reminder will be provided to school communities to remind them to provide feedback.

Trustees will be provided with copies of the feedback and responses as it is received.

#### **G. ADJOURNMENT**

**Moved** by Trustee Vernal

**THAT** the Ad Hoc Attendance Area Review Committee Meeting for the Denis Morris, Holy Cross and Saint Francis Catholic Elementary and Secondary Family of Schools of April 10, 2018 be adjourned.

**CARRIED**

This meeting was adjourned at 4:35 p.m.