niagara children's centre school
Weaving education and therapy together for student success

AGENDA

Board of Trustees Regular
Public September 15, 2025,
3:45 PM

Trustees: Lisa Cefaratti, John Dickson, Michelle Duncanson, Brett Sweeny, Aimee Huisman

Staff: Catherine Hodson (Principal), Kristie Mucciante (Business/HR)

Guests:

Regrets:

Recorder: Kristie Mucciante

Presiding: Michelle Duncanson

Location: Niagara Children's Centre School Authority

I . Commencement of the Meeting of the Board

1. Call to Order and Noting of Members Absent
2. Declaration of Conflict of Interest

II . Business of the Board

1. Additions to and Approval of the Agenda

   Recommended Motion - "That the Agenda be adopted."

2. Approval of the Minutes from the meeting on June 25, 2025

   Recommended Motion - "That the Minutes of the Regular Meeting of the Niagara Children's Centre School Authority dated June 25, 2025, be confirmed as submitted."

3. Business Arising out of the Minutes

III. Committee of the Whole

1. Motion to Move to Committee of the Whole (Private session)

   Recommended Motion - "That the board moves into the committee of the whole"

2. Motion to Return to Open Board (Public Session)

   Recommended Motion - "That the board returns to the open board meeting"

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IV. Ratification of Business Conducted in Committee of the Whole

Recommended Motion - "That the business transacted in Committee of the Whole be now ratified by the Board."

V. Educational Showcase - C. Hodson

VI. Principal's Report - C. Hodson

VII. Action/Information Items

1. Policy
    a. Attendance Support Program
2. Governance
    a. Mandatory Ministry Training
    b. Strategic Plan printed
3. Financial Reporting
    a. Review of 2024-2025 Year End Financial Statements- K. Mucciante

Recommended Motion - "That the finance preliminary report be approved as presented."

VIII. Correspondence and Communications

- Oksana Fisher - retirement
- Minister of Education Visit

IX. Questions Asked of and by Board Members

- None

X. New Business

- None

Adjournment of the Public Board Meeting

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NIAGARA PENINSULA CHILDREN'S CENTRE SCHOOL AUTHORITY BOARD MEETING MINUTES

Wednesday Sep 15, 2025

I. COMMENCEMENT OF THE MEETING OF THE BOARD

1. Call to order
   The meeting was called to order at 3:46 PM

2. The Chair asked the Trustees if there are any conflicts of interest.
   There were none.

II. BUSINESS OF THE BOARD

1. A motion was made to approve the adoption of the agenda.
   Moved by L. Cefaratti
   Seconded by A. Huisman
   Carried

2. A motion was made to approve the meeting minutes from June 25, 2025
   Moved by B. Sweeney
   Seconded by J. Dickson
   Carried

3. There was no business arising out of the minutes of the last meeting.

III. COMMITTEE OF THE WHOLE

1. A motion was made to move to committee of the whole (private)
   Moved by L. Cefaratti
   Seconded by A. Huisman
   Carried

2. A motion was made to return to open board (public)
   Moved by B. Sweeney
   Seconded by J. Dickson
   Carried

IV. RATIFICATION OF BUSINESS CONDUCTED IN THE COMMITTEE OF THE WHOLE

1. There was no business to ratify in the committee of the whole.

V. EDUCATIONAL SHOWCASE

C. Hodson pushed the education showcase to the next meeting.

VI. PRINCIPALS IMPACT REPORT

C. Hodson presented the principles impact report discussing the minister visit and some work the therapists were doing in the classrooms.

VII. ACTION ITEMS

1. Policy
   a. Attendance Support Program (ASP)
      By the end of June 2026 we need to come up with an ASP program. It is important to use data from our school on absenteeism rates so we can tailor

the plan to our school. Some data on absenteeism was presented to the board with total sick days exceeding 600 over the past 2 years. ASP will be worked on over the next few months and collaboration will be needed in early 2026 to complete the program.

2. Governance
   a. Mandatory Ministry Training
      It was discussed if the ministry training for board members was completed.

   b. Strategic Plan printed
      Copies of the strategic plan were handed out and they look amazing.

3. Financial
   a. Fiscal Year Preliminary 24/25 YTD Final Financial Report: Nothing of concern to report and we did not exceed the budget.

      A motion was made to accept the financial data as presented.

Moved by L. Cefaratti
Seconded by A. Huisman
Carried

VIII. CORRESPONDENCE AND COMMUNICATIONS

- Oksana Fisher Retirement
  Last day October 29 - replacement has been announced. A gift + card to be sent on behalf of the board
- The Minister of Education visited today and really loved to see the students and what we do here. It was a successful visit.

IX. QUESTIONS ASKED OF AND BY BOARD MEMBERS

- None

X. NEW BUSINESS

- None

ADJOURNMENT

The meeting was adjourned at 4:19 PM.

Moved by J. Dickson
Seconded by L. Cefaratti
Carried

NEXT MEETING

The next meeting of the Board is Oct 15, 2025 at 4:30 PM.

Michelle D

Michelle Duncanson
Board Chair

Oct 15/2025

Date