



AGENDA

Board of Trustees Regular Public Meeting
November 19, 2025, 4:30 PM

Trustees: Lisa Cefaratti, John Dickson, Michelle Duncanson, AimeeHuisman

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

Guests:

Regrets: Brett Sweeny

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 October 15, 2025
Recommended Motion - "That the Minutes of the Regular Meeting of the Niagara Children's Centre School Authority dated October 15, 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"

IV. Ratification or Acknowledgement of Business Conducted in Committee of the Whole

1. Acknowledgement of Business Conducted from October 15, 2025

Recommended Motion - "That the business transacted in Committee of the Whole from October 15, 2025 be acknowledged by the absent board members"

2. Ratification of Current 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. Governance
 - a. By-Laws Updating
 - b. Student & Family Support Offices
2. Policy
 - a. Abuse & Neglect (approval required)
 - b. Electronic Meetings (approval required)
 - c. Accessibility Standards (yearly review)
 - d. Accessibility Standards Accessibility In Employment (yearly review)
 - e. Accessibility Standards Employee Accommodations (yearly review)
3. Financial Reporting
 - a. Audit Update
 - b. 25/26 Financial Statements September to October- K. Mucciante

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

VIII. Correspondence and Communications

- Resume for Board Member Application

IX. Questions Asked of and by Board Members

- None

X. New Business

- None

Adjournment of the Public Board Meeting

NIAGARA PENINSULA CHILDREN'S CENTRE SCHOOL AUTHORITY BOARD MEETING MINUTES
Wednesday Nov 19, 2025 at 4:30 PM

I. COMMENCEMENT OF THE MEETING OF THE BOARD

1. Call to order
The meeting was called to order at 4:33 PM
2. Members Absent
Motion was made that the absence of Brett Sweeny be approved.
Moved by A. Huisman
Seconded by L. Cefaratti
Carried
3. 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 agenda with the addition.
Moved by J. Dickson
Seconded by L. Cefaratti
Carried
2. A motion was made to approve the meeting minutes from October 15, 2025.
Moved by L. Cefaratti
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 J. Dickson
Seconded by A. Huisman
Carried

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

1. A motion was made to acknowledge that all members who were absent from the Committee of the Whole meeting held on October 15, 2025, have now received and reviewed the information, and that no approvals were required from that meeting.
Moved by A. Huisman
Seconded by L. Cefaratti
Carried
2. The Board acknowledges that not all members were present during the Committee of the Whole meeting. As such, no official business or approvals were conducted.



Discussions remain confidential, and any matters requiring approval will be brought forward when quorum is present.

Moved by L. Cefaratti
Seconded by A. Huisman
Carried

V. EDUCATIONAL SHOWCASE

C. Hodson presented the educational showcase showcasing how our students are growing and learning every day.

VI. PRINCIPALS IMPACT REPORT

C. Hodson presented the principles impact report.

VII. ACTION ITEMS

1. Governance

a. By-Laws Updating

Will plan a ½ day to work on by-laws in January combining it with the board meeting.
Will review some other by-laws and get a lawyer who can help with their review.

b. Student & Family Support Offices

C. Hodson to get more information as it is unclear if us (with an appointed board) will be a part of this as the PPM does not mention school authorities.

2. Policy

a. Abuse & Neglect (approval required)

b. Electronic Meetings (approval required)

A motion was made to return to approve the two policies with the minor formatting changes.

Moved by J. Dickson
Seconded by L. Cefaratti
Carried

c. Accessibility Standards (yearly monitoring)

Small change to be made to a spelling typo.

d. Accessibility Standards Accessibility In Employment (yearly monitoring)

e. Accessibility Standards Employee Accommodations (yearly monitoring)

The Board reviewed the policies as part of the cyclical review. No revisions were recommended. *No motion was required.*

3. Financial Reporting

a. Audit Update - nearing the end of the audit. Audited financial statements to be presented for approval at the December board meeting.

b. 25/26 Financial Statements September to October- K. Mucciante

A motion was made to approve the financial statements as presented.

Moved by L. Cefaratti
Seconded by J. Dickson
Carried

VIII. CORRESPONDENCE AND COMMUNICATIONS

1. The resume submitted for a Board Member was reviewed.

IX. QUESTIONS ASKED OF AND BY BOARD MEMBERS

- None

X. NEW BUSINESS

- None

ADJOURNMENT

The meeting was adjourned at 5:36 PM.

Moved by L. Cefaratti
Seconded by A. Huisman
Carried

NEXT MEETING

The next meeting of the Board is Dec 17, 2025 at 4:30 PM.

Michelle Duncanson

Michelle Duncanson
Board Chair

Dec 17/2025

Date

