niagara children's centre school

AGENDA

Board of Trustees Regular Public
September 15, 2026, 4:30 PM

Trustees:	John Dickson, Michelle Duncanson, Carol Baldinelli, Rachel O'Hagan, Aimee Huisman
Staff:	Amber Overholt-Butler (Principal), Kristie Mucciante (Business/HR)
Guests:	
Regrets:	Bretty Sweeney, Lisa Cefaratti
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
   Recommended Motion - "That the absence of _____ has been approved"
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 accepted as presented."

2. Approval of the Minutes from the meeting on Jun 8, 2026
   Recommended Motion - "That the Minutes of the Regular Meeting of the Niagara Children's Centre School Authority dated June 8 2026, be confirmed as submitted."

3. Business Arising out of the Minutes - none

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

a. Ratification of *Current* Business Conducted in Committee of the Whole
   Recommended Motion - "that the Board ratifies the business conducted in Committee of the Whole"

b. Acknowledgement of committee of the whole minutes from June 8, 2026 by absent members; Brett Sweeney
Recommended Motion - "that all members who were absent from the Committee of the Whole meeting held on June 8, 2026, have now received and reviewed the information."

V. Educational Showcase - A. Overholt-Butler

VI. Principal's Report - A. Overholt-Butler

VII. Action/Information Items

1. Governance
    a. No information yet on board members for the 2027 calendar year
2. Policy
    a. Code of Conduct - Revised via ministry mandate
    b. Cyclical Policy Review
        i. Accessibility Standards
        ii. Accessibility Standards Employee Accommodations
        iii. Completion and Submission of Violent/Major Incident Form
        iv. Confidentiality and Non Disclosure
        v. Confidentiality of Employee Medical Records
3. Financial Reporting
    a. 26/27 Budget Approvals
    b. Year End Submission Deadlines may be moved up
    c. 25/26 Financial Statements 25/26 Fiscal Year To Date - K. Mucciante
    Recommended Motion - "That the financial report be approved as presented."

VIII. Correspondence and Communications

None

IX. Questions Asked of and by Board Members

X. New Business

None

Adjournment of the Public Board Meeting

The next meeting of the Board is Tuesday Oct 20, 2026 at 4:30 pm..

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NIAGARA PENINSULA CHILDREN'S CENTRE SCHOOL AUTHORITY BOARD MEETING MINUTES

Wednesday Sep 15, 2026 at 4:30 PM

I. COMMENCEMENT OF THE MEETING OF THE BOARD

1. Call to order
   The meeting was called to order at 4:30 PM

2. Members Absent
   Motion was made that the absence of Brett Sweeny & Lisa Cefaratti be approved.
   Moved by A. Huisman
   Seconded by R. O'Hagan
   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 as presented.
   Moved by C.Baldinelli
   Seconded by R. O'Hagan
   Carried

2. A motion was made to approve the meeting minutes from Jun 8, 2026
   Moved by J. Dickson
   Seconded by A. Huisman
   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 C.Baldinelli
   Seconded by J. Dickson
   Carried

2. A motion was made to return to open board (public)
   Moved by L. Cefaratti
   Seconded by R. O'Hagan
   Carried

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

1. No members that were absent at the prior meeting were in attendance today.

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

V. EDUCATIONAL SHOWCASE

A. Overholt-Butler presented the Educational Showcase, with some pictures of our students and their first week.

VI. PRINCIPALS IMPACT REPORT

A. Overholt-Butler presented the principles impact report showcasing our focus for the year based on the strategic plan.

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VII. ACTION ITEMS

1. Governance
    a. No information on appointments for 2027.
    b. Local Bargaining Consulting
    We are looking to get a consultant for the upcoming local negotiations. K. Mucciante has reached out to a couple people and we have another person we can contact.

2. Policy
    a. Policy/Procedure Approvals
    Trustee Code of Conduct

    A motion was made to approve the policy as amended.

    Moved by C. Baldinelli
    Seconded by A. Huisman
    Carried

    b. Cyclical Policy Review
    Accessibility Standards
    Accessibility Standards Employee Accommodations
    Completion and Submission of Violent/Major Incident Form
    Confidentiality and Non Disclosure
    Confidentiality of Employee Medical Records

    No changes were made to the reviewed policies.

3. Financial Reporting
    a. 26/27 Budget approvals
    The ministry approved the 26/27 budget as submitted.

    b. Year end submission deadline for fiscal year 25/26 may be moved up. Spoke with the ministry and said it may be difficult due to invoicing and audit timelines.

    c. 25/26 Financial Statements 25/26 Fiscal Year To Date - K. Mucciante
    Everything looks great - nothing is concerning or over budget at this time. Audit starts October and just started to submit the preliminary documents to the auditors.

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

    Moved by R. O'Hagan
    Seconded by J. Dickson
    Carried

VIII. CORRESPONDENCE AND COMMUNICATIONS

- None

IX. QUESTIONS ASKED OF AND BY BOARD MEMBERS

- None

X. NEW BUSINESS

- None

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ADJOURNMENT

The meeting was adjourned at 5:28 PM.

Moved by C. Baldinelli
Seconded by A. Huisman
Carried

NEXT MEETING

The next meeting of the Board is Tuesday Oct 20, 2026 at 4:30 pm.

Michelle Duncanson - Board Chair

Oct 20 /2026
Date