



*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.*

*AGENDA AND MATERIAL*

## **BOARD MEETING**

**TUESDAY, OCTOBER 22, 2013  
7:00 P.M.**

*FATHER KENNETH BURNS, C.S.C. BOARD ROOM  
CATHOLIC EDUCATION CENTRE, WELLAND, ONTARIO*



**9:00 p.m. Timed In Camera Item  
10:00 p.m. Timed In Camera Item**

### **A. ROUTINE MATTERS**

1. Opening Prayers – Trustee Burtnik -
2. Roll Call -
3. Approval of the Agenda -
4. Declaration of Conflict of Interest -
5. Minutes of the Board Meetings
- 5.1 September 24, 2013 A5.1
- 5.2 September 27, 2013 A5.2

### **B. DELEGATIONS/PRESENTATIONS**

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

1. School Excellence Program C1  
St. Ann Catholic Elementary School, Fenwick
2. Unapproved Minutes of the Committee of the Whole Meeting of October 8, 2013 C2  
and Consideration of Recommendations
- 2.1 Accommodation Review Committee Report for St. Christopher Catholic Elementary School C2.1  
and St. Theresa Catholic Elementary School
3. Approved Minutes of the Special Education Advisory Committee (SEAC) C3  
Meeting of September 4, 2013
4. Board Improvement Plan for Student Achievement - 2013-2014 C4
5. International Partnership Agreements C5
6. Financial Reports
- 6.1 Monthly Banking Transactions for the Month of September 2013 C6.1
- 6.2 Statement of Revenue and Expenditures as at September 30, 2013 C6.2

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

1. Correspondence
2. Report on Trustee Conferences Attended
3. General Discussion to Plan for Future Action -
4. Trustee Information
  - 4.1 Spotlight – October 8, 2013 D4.1
  - 4.2 Calendar of Events – October 2013 D4.2
  - 4.3 Pilgrimage Sunday – October 27, 2013 -
  - 4.4 Annual Trustee Retreat – November 2013 -
  - 4.5 OCSTA Catholic Trustees’ Professional Development Seminar – January 17 & 18, 2013 D4.5
  - 4.6 2014 AGM & Conference Resolutions D4.6
5. Open Question Period  
*(The purpose of the Open Question Period is to allow members of the Catholic school supporting public to ask about items on that night’s public agenda or any previous agendas, and the Board to answer and react.)*

**E. NOTICES OF MOTION****F. BUSINESS IN CAMERA****G. REPORT ON IN CAMERA SESSION****H. FUTURE MEETINGS AND EVENTS****I. MOMENT OF SILENT REFLECTION FOR LIFE****J. ADJOURNMENT**

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
MEETING DATE**

***PUBLIC SESSION***

**TOPIC: MINUTES OF THE BOARD MEETING OF  
SEPTEMBER 24, 2013**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the Minutes of the Board Meeting of September 24, 2013, as presented.



## MINUTES OF THE BOARD MEETING

**TUESDAY, SEPTEMBER 24, 2013**

Minutes of the Meeting of the Niagara Catholic District School Board, held on Tuesday, September 24, 2013, at 7:00 p.m. in the Father Kenneth Burns csc Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

The meeting was called to order at 7:00 p.m. by Chairperson Burtnik.

### A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayers were led by Chairperson Burtnik.

2. Roll Call

Moved by Trustee Fera

Seconded by Trustee Burkholder

**THAT** the Niagara Catholic District School Board excuse Trustee Sicoli from attending the Board Meeting of September 24, 2013.

**CARRIED**

Trustee	Present	Present Electronically	Absent	Excused
Rhianon Burkholder	✓			
Kathy Burtnik	✓			
Maurice Charbonneau		✓		
Frank Fera	✓			
Fr. Paul MacNeil	✓			
Ed Nieuwesteeg	✓			
Ted O'Leary	✓			
Dino Sicoli				✓
<b>Student Trustees</b>				
Vincent Atallah	✓			
Dallas McMahon	✓			

The following staff were in attendance:

**John Crocco**, Director of Education; **Yolanda Baldasaro**, **Lee Ann Forsyth-Sells**, **Frank Iannantuono**, **Mark Lefebvre**, Superintendents of Education; **Scott Whitwell**, Controller of Facilities Services; **Giancarlo Vetrone**, Superintendent of Business & Financial Services; **Jennifer Brailey**, Manager of Corporate Services & Communications; **Sherry Morena**, Recording Secretary/Administrative Assistant, Corporate Services & Communications

**3. Approval of the Agenda**

Moved by Trustee Burkholder

Seconded by Trustee O'Leary

**THAT** the Niagara Catholic District School Board approve the Agenda of the Board Meeting of September 24, 2013, as presented.

**CARRIED**

**4. Disclosure of Interest**

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

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

**5.1 June 18, 2013**

Moved by Trustee MacNeil

Seconded by Trustee Fera

**THAT** the Niagara Catholic District School Board approve the Minutes of the Board Meeting of June 18, 2013, as presented.

**CARRIED**

**5.2 August 27, 2013**

Moved by Trustee MacNeil

Seconded by Trustee Fera

**THAT** the Niagara Catholic District School Board approve the Minutes of the Special Board Meeting of August 27, 2013, as presented.

**CARRIED**

**5.1 September 10, 2013**

Moved by Trustee MacNeil

Seconded by Trustee Fera

**THAT** the Niagara Catholic District School Board approve the Minutes of the Special Board Meeting of September 10, 2013, as presented.

**CARRIED**

**B. DELEGATIONS/PRESENTATIONS**

Nil

## COMMITTEE AND STAFF REPORTS

### 1. School Excellence Program – St. Gabriel Catholic Elementary School

Director Crocco provided background information on the monthly School Excellence Program. Mark Lefebvre, Superintendent of Education, introduced Deborah Mercnik, Principal of St. Gabriel Catholic Elementary School.

Principal Mercnik, with the assistance of students and staff showcased St. Gabriel Catholic Elementary School as part of the School Excellence Program.

Chairperson Burtnik thanked Principal Mercnik, the staff and students for their presentation and performance.

### 2. Unapproved Minutes of the Committee of the Whole Meeting of September 10, 2013

Moved by Trustee Nieuwesteeg

Seconded by Trustee O'Leary

**THAT** the Niagara Catholic District School Board receive the unapproved Minutes of the Committee of the Whole Meeting of September 10, 2013, as presented.

**CARRIED**

### 3. Approved Minutes of the Special Education Advisory Committee Meeting of June 5, 2013 and Consideration of Recommendations

Moved by Trustee Burkholder

Seconded by Trustee Charbonneau

**THAT** the Niagara Catholic District School Board receive the unapproved Minutes of the Special Education Advisory Committee Meeting of June 5, 2013, as presented.

**CARRIED**

The following recommendations were presented for the Board's consideration from the Special Education Advisory Committee Meeting of June 5, 2013:

#### 3.1 Change in Representation for the John Howard Society

Moved by Trustee Burkholder

Seconded by Trustee MacNeil

**THAT** the Niagara Catholic District School Board approve change in representation for the John Howard Society to the Special Education Advisory Committee; Primary Representative: Jay Gemmell.

**CARRIED**

#### 3.2 Change in Representation for Autism Ontario – Niagara Region Chapter

Moved by Trustee Burkholder

Seconded by Trustee MacNeil

**THAT** the Niagara Catholic District School Board approve the change in representation for Autism Ontario – Niagara Region Chapter to the Special Education Advisory Committee; Primary Representative: Colleen Sword, Alternate Representative: Kathy Ryan.

**CARRIED**

Chairperson Burtnik asked that Senior Staff, on behalf of the Board, send a letter of appreciation to the departing SEAC members.

**4. Education Quality and Accountability Office (EQAO) – Primary and Junior Assessments of Reading, Writing and Mathematics**

Lee Ann Forsyth-Sells, Superintendent of Education, presented the report on the EQAO results of the 2012-2013 Primary and Junior Assessments of Reading, Writing and Mathematics, noting that Niagara Catholic continues to celebrate student success on provincial assessments with improved student achievement in the areas of literacy and numeracy and closing the gaps in student achievement for all students in the Niagara Catholic District School Board.

**5. Niagara Catholic Strategic Directions Priority Indicators 2012-2013 - Achievement Report**

Director Crocco presented the Niagara Catholic Strategic Directions Priority Indicators 2012-2013 Achievement Report and highlighted the key areas for Trustees which outlined the Board's achievements during the last school year.

Director Crocco indicated that Senior Staff is very pleased with the overall achievement of students and staff and complimented them for the high level of achievement during the 2012-2013 school year.

Director Crocco confirmed that as part of the Board's continued open, transparent and accountable mandate, that copies of the Niagara Catholic Strategic Directions Priority Indicators 2012-2013 - Achievement Report will be provided to Bishop Bergie, Principals, Vice-Principals, Special Education Advisory Committee (SEAC), Catholic School Council Chairs, Niagara Catholic Parent Involvement Committee (NCPIC) and posted on our Board website.

**6. Extended Overnight Field Trip, Excursion and Exchange – 2013-2014**

Superintendent Lefebvre presented the Extended Overnight Field Trip/Excursion/Exchange Trip Information.

**7. Financial Reports**

**7.1 Monthly Banking Transactions**

Moved by Trustee Fera  
Seconded by Trustee Burkholder

**THAT** the Niagara Catholic District School Board approve the Monthly Banking Transactions for the months of June, July and August 2013, as presented for information.

**CARRIED**

**7.2 Statement of Revenue & Expenditures**

Moved by Trustee Fera  
Seconded by Trustee MacNeil

**THAT** the Niagara Catholic District School Board approve the Statement of Revenue and Expenditures as at August 31, 2013, as presented for information.

**CARRIED**

## **C. TRUSTEE ITEMS, OPEN QUESTION PERIOD & OTHER BUSINESS**

### **1. Correspondence**

#### **1.1 Minister of Education – Thank You for Invitation to Visit Niagara Catholic Schools**

Director Crocco presented the letter of appreciation from newly appointed Minister of Education, Liz Sandals regarding the Board's invitation to visit Niagara Catholic schools.

### **2. Report on Trustee Conferences Attended**

Nil Report

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

- The St. Catharines Attendance Area Review Committee Meetings are proceeding as planned and will take place this week.
- The St. Christopher and St. Theresa Accommodations Review Committee have met and will be presenting a report to the Committee of the Whole requesting deferral of Board motions for the ARC report from January 2014 to April 2014, to ensure alignment with Ministry of Education regulations and Board Policy regarding timelines.
- Strategies for the replacement of St. Nicholas Catholic Elementary School in St. Catharines are currently being investigated with the exploration of property options for the school site, meeting with the Mayor, and colleagues from the Conseil scolaire de district catholique Centre-Sud.
- The on-going debates and discussions continue between the Region, the City of St. Catharines and members of the community regarding the proposed 406 ramp by Mother Teresa Catholic Elementary School may delay the Regional Public Meeting until mid-November when a new consultant report will be available.

### **4. Trustee Information**

#### **4.1 Calendar of Events – October 2013**

Director Crocco presented the Calendar of Events – October 2013 for Trustees' information

#### **4.2 City of Welland – Arts & Culture Advisory Committee – Culture Days**

Director Crocco presented information on the City of Welland – Arts & Culture Advisory Committee – Culture Days.

#### **4.3 Niagara Festival Grape Grande Parade – September 28, 2013**

Director Crocco presented information on the Niagara Festival Grape Grande Parade taking place September 28, 2013.

Trustees were invited to participate and were asked to confirm their attendance with Sherry Morena, Corporate Services & Communications.



**4.4 OCSTA Central Region Meeting, Oshawa – October 1, 2013**

Director Crocco presented Trustees with information on the OCSTA Central Region Meeting, Oshawa being held on October 1, 2013.

Trustees were asked to confirm their attendance with Sherry Morena, Corporate Services & Communications.

**4.5 Retirement Celebration for Larry Reich – Tuesday, October 8, 2013 – 3:00 – 5:00 p.m. Father Kenneth Burns C.S.C. Board Room**

Director Crocco invited Trustees to attend the Retirement Celebration for Larry Reich on Tuesday, October 8, 2013 between 3:00 – 5:00 p.m. in the Father Kenneth Burns C.S.C. Board Room.

**4.6 Director’s Inspiration Award – Thursday, October 10, 2013**

Director Crocco presented information on the Director’s Inspiration Award scheduled for Thursday, October 10, 2013.

Trustees were asked to confirm their attendance with Sherry Morena, Corporate Services & Communications.

**4.7 Director’s Inspiration Award – Thursday, October 10, 2013**

Director Crocco informed Trustees that Kim Craitor has issued his resignation from his position as MPP for Niagara Falls. Trustees discussed Mr. Craitor’s great support for Catholic Education over the years.

Moved by Trustee Nieuwesteeg  
Seconded by Trustee Fera

**THAT** Niagara Catholic District School Board send a letter to former Niagara Falls MPP Kim Craitor expressing Niagara Catholic’s appreciation for his support and dedication to Catholic Education.

**CARRIED**

**5. Open Question Period**

None Submitted

**D. NOTICES OF MOTION**

**E. BUSINESS IN CAMERA**

Moved by Trustee MacNeil  
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 8:45 p.m. and reconvened at 10:15 p.m.

## **F. REPORT ON THE IN-CAMERA SESSION**

Moved by Trustee Burkholder

Seconded by Trustee MacNeil

**THAT** the Niagara Catholic District School Board report the motions from the In Camera Session of the Board Meeting of September 24, 2013.

**CARRIED**

### **SECTION A: STUDENT TRUSTEES PRESENT**

Moved by Trustee MacNeil

Seconded by Trustee O'Leary

**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 June 18, 2013, as presented.

**CARRIED (Item F1)**

Moved by Trustee MacNeil

Seconded by Trustee O'Leary

**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 September 10, 2013, as presented.

**CARRIED (Item F2)**

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

Moved by Trustee Nieuwesteeg

Seconded by Trustee O'Leary

**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 June 18, 2013, as presented.

**CARRIED (Item F4.1)**

Moved by Trustee Nieuwesteeg

Seconded by Trustee O'Leary

**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 of August 27, 2013, as presented.

**CARRIED (Item F4.2)**

Moved by Trustee Nieuwesteeg

Seconded by Trustee O'Leary

**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 of September 10, 2013, as presented.

**CARRIED (Item F4.3)**

Moved by Trustee Burkholder

Seconded by Trustee MacNeil

**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 September 10, 2013, as presented.

**CARRIED (Item F5)**

Moved by Trustee MacNeil

Seconded by Trustee Nieuwesteeg

**THAT** the Niagara Catholic District School Board receive the approved Minutes of the Audit Committee Meeting (In Camera) of June 28, 2013, as presented.

**CARRIED (Item F6.1)**

Moved by Trustee MacNeil

Seconded by Trustee Nieuwesteeg

**THAT** the Niagara Catholic District School Board approve the recommendation as outlined in Item F6.2 of the In Camera Agenda.

**CARRIED (Item F6.2)**

Moved by Trustee Burkholder

Seconded by Trustee O'Leary

**THAT** the Niagara Catholic District School Board approve the recommendation as outlined in Item F8 of the In Camera Agenda.

**CARRIED (Item F8)**

## **G. FUTURE MEETINGS AND EVENTS**

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

## **I. ADJOURNMENT**

Moved by Trustee Burkholder

Seconded by Trustee MacNeil

**THAT** the September 24, 2013 meeting of the Niagara Catholic District School Board be adjourned.

**CARRIED**

This meeting was adjourned at 10:15 p.m.

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Minutes of the Meeting of the Niagara Catholic District School Board held on **September 24<sup>th</sup>, 2013.**

Approved on the **22<sup>nd</sup>** day of October **2013.**

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Kathy Burtnik  
Chairperson of the Board

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John Crocco  
Director of Education/Secretary -Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
MEETING DATE**

***PUBLIC SESSION***

**TOPIC: MINUTES OF THE SPECIAL BOARD MEETING OF  
SEPTEMBER 27, 2013**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the Minutes of the Special Board Meeting of September 27, 2013, as presented.



## MINUTES OF THE SPECIAL BOARD MEETING

**FRIDAY, SEPTEMBER 27, 2013**

Minutes of the Special Meeting of the Niagara Catholic District School Board, held on Friday, September 27, 2013 in the Father Kenneth Burns csc Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

The meeting was called to order at 5:00 p.m. by Chairperson Burtnik.

### A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayers were led by Chairperson Burtnik.

2. Roll Call

Moved by Trustee Nieuwesteeg

Seconded by Trustee Sicoli

**THAT** the Niagara Catholic District School Board excuse Trustee Fera from attending the Board Meeting of September 24, 2013.

**CARRIED**

Trustee	Present	Present Electronically	Absent	Excused
Rhianon Burkholder		✓		
Kathy Burtnik	✓			
Maurice Charbonneau		✓		
Frank Fera				✓
Fr. Paul MacNeil		✓		
Ed Nieuwesteeg		✓		
Ted O'Leary	✓			
Dino Sicoli		✓		

The following staff were in attendance:

**John Crocco**, Director of Education; **Yolanda Baldasaro**, , **Lee Ann Forsyth-Sells**, **Frank Iannantuono**, **Mark Lefebvre**, Superintendents of Education; **Giancarlo Vetrone**, Superintendent of Business & Financial Services; **Scott Whitwell**, Controller of Facilities Services; **Sherry Morena**, Recording Secretary/ Administrative Assistant, Corporate Services & Communications

3. **Approval of the Agenda**

Moved by Trustee Nieuwesteeg

Seconded by Trustee Sicoli

**THAT** the Niagara Catholic District School Board approve the Agenda of the Special Board Meeting of September 27, 2013, as presented.

**CARRIED**

4. **Disclosure of Interest**

A Disclosure of Interest was declared by Trustee O'Leary with Item B1(A) of the In Camera Agenda. This trustee has family members who employees of the Board.

**B. BUSINESS IN CAMERA**

Moved by Trustee O'Leary

Seconded by Trustee Charbonneau

**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 Special Board Meeting at 5:00 p.m. and reconvened at 5:30 p.m.

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

Moved by Trustee O'Leary

Seconded by Trustee Burkholder

**THAT** the Niagara Catholic District School Board report the motion from the In Camera Session of the Special Board Meeting of September 27, 2013.

**CARRIED**

Moved by Trustee Charbonneau

Seconded by Trustee Sicoli

**THAT** the Niagara Catholic District School Board approve the recommendation as outlined in Item B1.1 of the In Camera Agenda.

**CARRIED (Item B1.1)**

Moved by Trustee Burkholder

Seconded by Trustee Nieuwesteeg

**THAT** the Niagara Catholic District School Board approve the recommendation as outlined in Item B1.2 of the In Camera Agenda.

**CARRIED (Item B1.2)**

Moved by Trustee Nieuwesteeg

Seconded by Trustee O'Leary

**THAT** the Niagara Catholic District School Board approve the recommendation as outlined in Item B1.3 of the In Camera Agenda.

**CARRIED (Item B1.3)**

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

#### **E. ADJOURNMENT**

Moved by Trustee O'Leary

Seconded by Trustee Burkholder

**THAT** the September 27, 2013 Special Meeting of the Niagara Catholic District School Board be adjourned.

**CARRIED**

This meeting was adjourned at 5:30 p.m.

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Minutes of the Special Meeting of the Niagara Catholic District School Board Board held on **September 27<sup>th</sup>, 2013.**

Approved on the **22<sup>nd</sup>** day of **October 2013.**

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Kathy Burtnik  
Chairperson of the Board

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John Crocco  
Director of Education/Secretary -Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
MEETING DATE**

***PUBLIC SESSION***

**TOPIC: SCHOOL EXCELLENCE PROGRAM  
ST. ANN CATHOLIC ELEMENTARY SCHOOL, FENWICK**

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Prepared by: Lee Ann Forsyth-Sells, Superintendent of Education  
Presented by: Lee Ann Forsyth-Sells, Superintendent of Education  
Approved by: John Crocco, Director of Education/Secretary-Treasurer  
Date: October 22, 2013





**REPORT TO THE BOARD  
OCTOBER 22, 2013**

**SCHOOL EXCELLENCE PROGRAM  
ST. ANN CATHOLIC ELEMENTARY SCHOOL, FENWICK**

832 Canboro Road  
Fenwick, ON  
L0S 1C0  
Ph: 905.892.3942  
Fx: 905.892.0204  
st.ann.pel@ncdsb.com

**Grades**  
JK – 8

**Enrolment**  
164 as of September 2013

**Principal**  
Amanda Cybula

**Superintendent**  
Lee Ann Forsyth-Sells

**Catholic School  
Council Chair**  
David Gillies

**Parish**  
St. Ann



St. Ann School was established in 1958 with an enrolment of 50 students. Our vision today remains the same as our founders, a Catholic education for the children of Fenwick. Since 1958 we have expanded to meet the needs of our community.

*We create a Christ-centred environment within  
which people will grow and learning will flourish.*

- School Mission Statement

Prepared by: Lee Ann Forsyth-Sells, Superintendent of Education

Presented by: Lee Ann Forsyth-Sells, Superintendent of Education

Approved by: John Crocco, Director of Education/Secretary-Treasurer

Date: September 24, 2013

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
OCTOBER 22, 2013**

***PUBLIC SESSION***

**TOPIC: UNAPPROVED MINUTES OF THE COMMITTEE OF THE  
WHOLE MEETING OF OCTOBER 8, 2013**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board receive the unapproved Minutes of the Committee of the Whole Minutes of October 8, 2013, as presented.

The following recommendations are being presented for the Board's consideration from the Committee of the Whole Meeting of October 8, 2013:

**2.1 Accommodation Review Committee Report for St. Christopher Catholic Elementary School and St. Theresa Catholic Elementary School**

**THAT** the Niagara Catholic District School Board approve that Senior Staff bring the St. Christopher/St. Theresa Catholic Elementary Schools Accommodation Review Committee report to the Committee of the Whole no later than April 2014.



## MINUTES OF THE COMMITTEE OF THE WHOLE MEETING TUESDAY, OCTOBER 8, 2013

Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, October 8, 2013 at 7:00 p.m. in the Father Kenneth Burns csc Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

The meeting was called to order at 7:00 p.m. by Vice-Chairperson Charbonneau.

### A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayers were led by Trustee Charbonneau.

2. Roll Call

Trustee	Present	Present Electronically	Absent	Excused
Rhianon Burkholder	✓			
Kathy Burtnik	✓			
Maurice Charbonneau	✓			
Frank Fera	✓			
Fr. Paul MacNeil	✓			
Ed Nieuwesteeg	✓			
Ted O'Leary	✓			
Dino Sicoli	✓			
<b>Student Trustees</b>				
Vincent Atallah	✓			
Dallas McMahon	✓			

The following staff were in attendance:

**John Crocco**, Director of Education; **Yolanda Baldasaro**, **Mario Ciccarelli**, **Ted Farrell**, **Lee Ann Forsyth-Sells**, **Frank Iannantuono**, **Mark Lefebvre**, Superintendents of Education; **Giancarlo Vetrone**, Superintendent of Business & Financial Services; **Scott Whitwell**, Controller of Facilities Services; **Sherry Morena**, Recording Secretary/Administrative Assistant, Corporate Services & Communications

**3. Approval of the Agenda**

Moved by Trustee O'Leary

**THAT** the Committee of the Whole approve the Agenda of the Committee of the Whole Meeting of October 8, 2013, as presented.

**CARRIED**

**4. Disclosure of Interest**

A Disclosure of Interest was declared by Trustee Burkholder with Item C8.1 of the Public Agenda, as she has a family member who is associated with the Quartek Group.

**5. Minutes of the Committee of the Whole Meeting of September 10, 2013**

Moved by Trustee MacNeil

**THAT** the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of September 10, 2013, as presented.

**CARRIED**

**B. PRESENTATIONS**

**1. Secondary Student Senate 2013-2014 Introductions**

Saint Francis Catholic Secondary School Principal Ken Griepsma, who is also one of the administrative representatives to the Secondary Student Senate, welcomed the Secondary Student Senate representatives to the Board Meeting. Student Trustees Vincent Atallah and Dallas McMahon spoke briefly on the Student Senate and asked the representatives to introduce themselves.

Vice-Chairperson Charbonneau thanked the Student Senate members for their dedication to all the students within Niagara Catholic.

**C. COMMITTEE AND STAFF REPORTS**

**1. Policy Committee**

**1.1 Unapproved Minutes of the Policy Committee Meeting of September 24, 2013**

Moved by Trustee Burkholder

**THAT** the Committee of the Whole receive the unapproved Minutes of the Policy Committee Meeting of September 24, 2013, as presented.

**CARRIED**

**1.2 Policy and Guideline Review 2013-2014 Schedule**

Director Crocco presented the Policy and Guideline Review 2013-2014 Schedule for Trustees' Information.

**2. French Immersion in Niagara Catholic Elementary Schools 2013-2014**

Mark Lefebvre, Superintendent of Education, welcomed Jayne Evans, FSL/ESL/Arts Consultant, who presented the report on French Immersion in Niagara Catholic Elementary Schools 2013 – 2014. Ms. Evans asked the FSL teachers to highlight different experiences they have had with the students in the program.

Director Crocco informed Trustees that an update on the French Immersion Program will be presented in the spring of 2014.

**3. Annual Catholic School Council Financial Report 2012-2013**

Lee Ann Forsyth-Sells, Superintendent of Education, presented the Annual Catholic School Council Financial Report 2012-2013.

**4. Accommodation Review Committee Report for St. Christopher Catholic Elementary School and St. Theresa Catholic Elementary School**

Scott Whitwell, Controller of Facilities Services, presented the Accommodation Review Committee Report for St. Christopher Catholic Elementary School and St. Theresa Catholic Elementary School. The report requests that the deadline for a report to the Board be amended from January 2014 to April 2014 in order to meet Ministry of Education timeline requirements and to provide sufficient time for consultation.

Moved by Trustee Sicoli

**THAT** the Committee of the Whole recommend to the Niagara Catholic District School Board that Senior Staff bring the St. Christopher /St. Theresa Catholic Elementary Schools Accommodation Review Committee Report to a Committee of the Whole Meeting no later than April 2014.

**CARRIED**

**5. Education Quality and Accountability Office (EQAO) Grade 9 Assessment of Mathematics and the Ontario Secondary School Literacy Test (OSSLT) Results 2012-2013**

Superintendent Forsyth-Sells presented the Ontario Secondary School Literacy Test (OSSLT) Results 2012-2013 and answered Trustees questions.

**6. Extended Overnight Field Trip, Excursion and Exchange Committee Approvals – 2013-2014**

Superintendent Lefebvre presented the Extended Overnight Field Trip/Excursion/Exchange Trip Information.

**7. Professional Development Update – September & October 2013**

Frank Iannantuono, Superintendent of Education/Human Resources, invited presented the Professional Development Update – September & October 2013 for information.

Anthony Corapi, Coordinator of Staff Development, provided a brief overview of the October 11, 2013 PA Day and answered Trustees questions.

## 8. Monthly Updates

### 8.1 Capital Projects Update

Scott Whitwell, Controller of Facilities Services, presented the Capital Projects Update.

Trustees asked that Appendix K – St. Martin Catholic Elementary School, be amended to update the timelines based upon the recent re-zoning of land and traffic concerns in Smithville.

### 8.2 Student Trustees' Update

Vincent Atallah and Dallas McMahon, Student Trustees, presented a brief verbal update on the current activities of the Student Senate.

### 8.3 Senior Staff Good News Update

Senior Staff highlights included:

#### **Superintendent Ciccarelli**

- Jessie MacDonald, Teacher at Canadian Martyrs Catholic Elementary School, won a bronze medal in the 51-kilogram division in the world senior freestyle wrestling championships held in Hungary.

#### **Director Crocco**

- Larry Reich retirement celebration was held in the Fr. Kenneth Burns Board Room earlier today with a tremendous turn out. Larry was very pleased with the event and continues to recover nicely from his health issues.
- The Board was asked to keep the students serving in Dominica in their prayers. The students are participating in the Niagara Catholic International Co-operative Experience (NCICE) program.

## D. INFORMATION

### 1. Trustee Information

#### 1.1 Spotlight on Niagara Catholic – September 10 & September 24, 2013

Director Crocco highlighted the Spotlight on Niagara Catholic – September 10 & September 24, 2013 issues for Trustees' information.

#### 1.2 Calendar of Events – October 2013

Director Crocco presented the October 2013 Calendar of Events for Trustees' information.

#### 1.3 Director of Education Inspiration Award 2012-2013 St. Alfred Church - October 10, 2013

Director Crocco presented information on the Director of Education Inspiration Award 2012-2013 recipients who will be presented with their awards on October 10, 2013 at St. Alfred Church.

Trustees received a copy of the media release which lists the recipients of the award.

Trustees were asked to confirm their attendance with Sherry Morena.

**1.4 Niagara Catholic School Council Chair & Members Meeting  
Monsignor Clancy Catholic – October 23, 2013**

Director Crocco presented information on the Niagara Catholic School Council Chair & Members Meeting being held at Monsignor Clancy Catholic Elementary School on October 23, 2013.

Trustees were asked to confirm their attendance with Sherry Morena.

**E. OTHER BUSINESS**

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

**1.1 International Education Partnership Agreements**

Director Crocco provided an update on the delegation from Niagara Catholic who will be travelling to China and South Korea to sign the partnership agreements and formalize the delivery of programs and services by Niagara Catholic staff.

**1.2 Proposed Highway 406 Interchange**

Scott Whitwell, Controller of Facilities Services, presented information on the Proposed Highway 406 Interchange.

Director Crocco asked Trustees for their input and answered their questions and concerns based on the information available.

**1.3 Proposed Trustees Retreat Date**

Director Crocco has proposed a tentative Trustee Retreat with Bishop Bergie with a date and time to be determined.

**F. BUSINESS IN CAMERA**

Moved by Trustee Burkholder

**THAT** the Committee of the Whole move into the In Camera Session.

**CARRIED**

The Committee of the Whole moved into the In Camera Session of the Committee of the Whole Meeting at 8:55 p.m. and reconvened at 9:30 p.m.

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

Moved by Trustee Fera

**THAT** the Committee of the Whole report the motions from the In Camera Session of the Committee of the Whole Meeting of October 8, 2013.

**CARRIED**

**SECTION A: STUDENT TRUSTEES INCLUDED**

Moved by Trustee Nieuwesteeg

**THAT** the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting - In Camera Session (Section A: Student Trustees Included) held on September 10, 2013, as presented.

**CARRIED (Item F1)**

**SECTION B: STUDENT TRUSTEES EXCLUDED**

Moved by Trustee MacNeil

**THAT** the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting - In Camera Session (Section B: Student Trustees Excluded) held on September 10, 2013, as presented.

**CARRIED (Item F3)**

**H. ADJOURNMENT**

Moved by Trustee Nieuwesteeg

**THAT** the October 8, 2013 Committee of the Whole Meeting be adjourned.

**CARRIED**

This meeting was adjourned at 9:30 p.m.

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Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **October 8<sup>th</sup>, 2013.**

Approved on the **12<sup>th</sup>** day of **November 2013.**

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Maurice Charbonneau  
Vice-Chairperson of the Board

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John Crocco  
Director of Education/Secretary -Treasurer



**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
OCTOBER 22, 2013**

***PUBLIC SESSION***

**TOPIC: ACCOMMODATION REVIEW COMMITTEE REPORT FOR  
ST. CHRISTOPHER CATHOLIC ELEMENTARY SCHOOL  
AND ST. THERESA CATHOLIC ELEMENTARY SCHOOL**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve that Senior Staff bring the St. Christopher/St. Theresa Catholic Elementary Schools Accommodation Review Committee report to the Committee of the Whole no later than April 2014.

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Prepared by: Mario Ciccarelli, Superintendent of Education/Accommodations  
Scott Whitwell, Controller of Facilities Services

Presented by: Mario Ciccarelli, Superintendent of Education/Accommodations  
Scott Whitwell, Controller of Facilities Services

Recommended by: Committee of the Whole

Date: October 22, 2013



NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

## REPORT TO COMMITTEE OF THE WHOLE OCTOBER 8, 2013

### ACCOMMODATION REVIEW COMMITTEE REPORT FOR ST. CHRISTOPHER CATHOLIC ELEMENTARY SCHOOL AND ST. THERESA CATHOLIC ELEMENTARY SCHOOL

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#### BACKGROUND INFORMATION

The following recommendation was approved at the April 23, 2013 Board Meeting:

**THAT** the Niagara Catholic District School Board approve that an Accommodation Review Committee be established to review St. Christopher Catholic Elementary School and St. Theresa Catholic Elementary School and that Senior Staff bring a report to the Committee of the Whole no later than January 2014.

As of the date of this report, the St Christopher/St. Theresa Catholic Elementary Schools Accommodation Review Committee has met on September 12, 2013 and September 24, 2013 with the next meeting scheduled on October 10, 2013. In order to meet Ministry of Education timeline requirements and to provide sufficient time for consultation, the following recommendation is provided for the consideration of the Committee of the Whole:

That Senior Staff bring the St. Christopher /St. Theresa Catholic Elementary Schools Accommodation Review Committee Report to a Committee of the Whole Meeting no later than April 2014.

#### RECOMMENDATION

**THAT** the Committee of the Whole recommend to the Niagara Catholic District School Board that Senior Staff bring the St. Christopher /St. Theresa Catholic Elementary Schools Accommodation Review Committee Report to a Committee of the Whole Meeting no later than April 2014.

PREPARED BY: Mario Ciccarelli, Superintendent of Education/Accommodations  
Scott Whitwell, Controller of Facilities Services

PRESENTED BY: Mario Ciccarelli, Superintendent of Education/Accommodations  
Scott Whitwell, Controller of Facilities Services

RECOMMENDED BY: John Crocco, Director of Education/Secretary Treasurer

DATE: October 8, 2013

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
OCTOBER 22, 2013**

***PUBLIC SESSION***

**TOPIC: APPROVED MINUTES OF THE SPECIAL EDUCATION  
ADVISORY COMMITTEE (SEAC) MEETING OF  
SEPTEMBER 4, 2013**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board receive the Approved Minutes of the Special Education Advisory Committee Meeting of September 4, 2013, as presented for information.



NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

## MINUTES OF THE SPECIAL EDUCATION ADVISORY COMMITTEE MEETING WEDNESDAY, SEPTEMBER 4, 2013

Minutes of the Meeting of the Special Education Advisory Committee, held on Wednesday, September 4, 2013, at 7:00 p.m. in the Father Kenneth Burns csc Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

The meeting was called to order at 7:00 p.m. by Chair Racine.

### A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayers were led by Chair Racine.

2. Roll Call

Members	Affiliations	Present	Excused	Absent
Anna Racine	The Tourette Syndrome Association of Ontario	✓		
Rob Lavorato	Down Syndrome Caring Parents (Niagara)		✓	
Connie Parry	Association for Bright Children		✓	
Kerry Thomas	Community Living-Welland/Pelham	✓		
Cyndi Gryp	Community Living-Grimsby, Lincoln & West Lincoln	✓		
Kim Rosati	VOICE for Hearing Impaired Children	✓		
Mike Gowan	Autism Ontario	✓		
Jim Wells	John Howard Society of Niagara		✓	
Katie Muirhead	Ontario Brain Injury Association	✓		
Sarah Farrell	Learning Disabilities Association – Niagara	✓		
Bill Helmeczi	Pathstone Mental Health			✓
<b>Trustees</b>				
Father Paul MacNeil		✓		
Rhianon Burkholder		✓		
<b>Student Senate Representative</b>				
Leah Zahorchak			✓	

The following staff were in attendance:

**Yolanda Baldasaro**, Superintendent of Education; **Danny DiLorenzo**, Principal, Secondary; **Terry Antoniou**, Principal, Elementary; **Amy Dowd**, Coordinator Special Education; **Tina DiFrancesco**, Recording Secretary

**3. Approval of the Agenda**

Moved by Katie Muirhead

Seconded by Kerry Thomas

**THAT** the Special Education Advisory Committee approve the Agenda of the Special Education Advisory Committee Meeting of September 4, 2013.

**CARRIED**

**4. Disclosure of Interest**

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

**5. Approval of Minutes of the Special Education Advisory Committee Meeting of June 5, 2013**

Moved by Trustee Burkholder

Seconded by Kim Rosati

**THAT** the Special Education Advisory Committee approve the Minutes of the Special Education Advisory Committee Meeting of June 5, 2013 as presented.

**CARRIED**

**Introductions**

Chair Racine introduced Jay Gemmell of the John Howard Society and Colleen Sword of Autism Ontario – Niagara Chapter, who will replace Jim Wells and Mike Gowan as the primary representatives on the SEAC once approved at the September 24<sup>th</sup> Board meeting.

**Recommendation:**

**Approval of the change in representation to the Special Education Advisory Committee**

Moved by Trustee MacNeil

Seconded by Kerry Thomas

**THAT** the Special Education Advisory Committee approve the change in representation for the John Howard Society to the Special Education Advisory Committee Meeting; Primary Representative: Jay Gemmell, 210 King Street, St. Catharines, ON L2R 3J9.

**CARRIED**

**Recommendation:**

**Approval of the change in representation to the Special Education Advisory Committee**

Moved by Trustee Burkholder

Seconded by Kim Rosati

**THAT** the Special Education Advisory Committee approve the change in representation for Autism Ontario – Niagara Region Chapter to the Special Education Advisory Committee Meeting; Primary Representative: Colleen Sword, Alternate Representative: Kathy Ryan, 36 Page Street, Unit 401, St. Catharines, ON L2R 4A7

**CARRIED**

## **B. PRESENTATIONS**

### **C. VISIONING**

#### **1. Goals and Vision for 2013/2014**

##### **1.1 Committee of the Whole Presentation**

Chair Racine reviewed the draft report that will be presented to the Committee of the Whole. Members provided feedback and suggestions. Timelines were discussed regarding a possible presentation in December. More information to follow at the next meeting.

## **D. BUSINESS ARISING FROM THE MINUTES OF THE MEETING OF JUNE 5, 2013**

#### **1. Learner Advocacy**

#### **2. Parent Outreach**

#### **3. Program and Service Recommendations**

#### **4. Special Education Budget**

#### **5. Annual Review, Special Education Plan**

#### **6. Other Related Items**

##### **6.1 Niagara Catholic District School Board Protocol for Students Not Writing Exams**

Chair Racine asked for volunteers to form a working group to discuss the concerns raised by the Niagara Catholic District School Board SEAC around exam schedules and the ways in which we can best accommodate our students with special education needs. A number of members came forward to initiate the formation of the working group. More discussion was held regarding the categories of participants to involve and a suggestion was made to have a Secondary Principal/Vice-Principal join the group.

## **7. Policy Review**

### **7.1 Review Policies Distributed in June 2013**

The *Acceleration Retention Policy, Employee Leaves of Absence Policy and Opening and Closing Policy* were presented. The deadline to respond is October 11<sup>th</sup>, 2013. Chair Racine asked for volunteers to review these policies and provide feedback.

The *Employee Conferences, Workshops and Meetings Policy and the Employee Meals and Hospitality Policy* were presented. The deadline to respond is November 11, 2013.

## **E. AGENCY REPORTS**

### **1. VOICE for Hearing Impaired Children – Kim Rosati**

- Eventful summer for VOICE. July was Niagara's 4th Annual family picnic. Great turn out. Families enjoyed parent sharing, face painting, and swimming and lots of laughter!
- August was the 21st Annual VOICE Family Camp at Bark Lake. We had 65 families which included 113 children that enjoyed camp activities for all ages. Parents had an informative Saturday morning workshop with the topic being "Transition through your child's school years." We had Anita Bernstein, Director of Auditory Verbal Therapy and Sandra Costantini, Teacher of the Deaf & Hard of Hearing, Cert. AV Educator, speaking on Speech & Language activities at home for preschool & school aged children. David O'Rourke, Coordinator of Special Education from the Niagara Catholic District School Board did a wonderful presentation on the transition through the school years, JK thru grade 12. To round off we had an alumni to Voice who talked to us about being an individual with a hearing loss that graduated University and now has her own Chiropractic practice. Dr. Emily Roback shared her challenges as well as strategies in becoming successful in her practice.
- This year has seen VOICE for Hearing Impaired Children Organization through many financial challenges and administrative changes. We are pleased to announce the position of our new Director, Lori Nikkel who brings with her years of experience and expertise within the charitable sector.

### **2. Down Syndrome Caring Parents (Niagara) – Rob Lavorato**

- Nil Report

### **3. Community Living – Welland/Pelham – Kerry Thomas**

- Community Living Welland/Pelham ran a summer transitional program.
- A Community Living fundraiser; *Jackie's Walk* - will be held on September 15<sup>th</sup> in Pelham. More information can be found on the Community Living Welland/Pelham website.

### **4. Association for Bright Children – Connie Parry**

- Nil Report

**5. Community Living – Grimsby, Lincoln and West Lincoln – Cyndi Gryp**

- Community Living – Grimsby, Lincoln, West Lincoln ran summer programs in Beamsville and Grimsby.
- Teen camps were held in the summer for 8 weeks.
- This weekend is the Grimsby Festival of Arts.

**6. Autism Ontario – Mike Gowan**

- We hired a new office manager over the summer...Doug Joyner. He is getting right into the job as we were without an office manager for a few months.
- We had 6 weeks of summer camps starting in July; 2 weeks in Welland, 2 weeks in Niagara Falls and 2 weeks in St Catharines. We had a total of 100 spots that were filled during the summer.
- Our fall 10 week programs start the end of September running concurrently with parent support groups.
- October is Autism Awareness Month and we have various activities happening throughout the month. A full list of dates and times will be on our website.

**7. The Tourette Syndrome Association of Ontario – Anna Racine**

- Nil Report

**8. John Howard Society of Niagara – Jim Wells**

- Nil Report

**9. Ontario Brain Injury Association – Katie Muirhead**

- Nil Report

**10. Learning Disabilities Association (Niagara) – Sarah Farrell**

- Our full-day summer SLAM program ran successfully and our final day was on Friday, August 30, 2013. The weeks filled up quickly earlier in the summer and we had numerous participants that returned each week.
- We were able to run our new Student Summer Transition Program for Grade 7 and 8 students with learning disabilities this summer during the week of August 12<sup>th</sup>, 2013. A total of 9 participants were enrolled in the program and these students gained essential skills and confidence as they prepare to enter high school. In this program, students participated in hands-on, engaging activities, role-playing and discussions in a small-group setting and work on skills, such as time management, study tools, designing their own IEP, conflict management, coping strategies, smart goals, self-regulation and more during the summer.
- We are accepting applications for our Fall programs (Reading Rocks, BEST, Let's READ and Reading Rocks Jr.) until September 17<sup>th</sup>. We have expanded our locations and are offering programs throughout the Niagara region. Families can apply online at [www.Ldaniagara.org](http://www.Ldaniagara.org).



- Our Open/House & AGM will be taking place on Thursday, September 19<sup>th</sup> from 6:30 – 8:00pm. Everyone is welcome to attend and it will be taking place at the Silver Spire Church, located on 366 St. Paul Street, St. Catharines. David O'Rourke, Coordinator of Special Education will be the special guest speaker! Please RSVP by September 13<sup>th</sup> by emailing Charlotte at [adminldan@cogeco.net](mailto:adminldan@cogeco.net) or calling us at 905-641-1021.

11. **Pathstone Mental Health – Bill Helmeczi**

- Nil Report

**F. STAFF REPORTS**

1. **Terry Antoniou -Principal, Elementary**

**Mrs. Antoniou - Principal-Holy Name Catholic Elementary**

- Holy Name Catholic, along side the rest of Niagara Catholic elementary schools, has been facilitating successful September transitions back to and new to our Catholic elementary community. Staff, parents and students are formulating successful individual educational plans, SMART goals and next steps. Holy Name Catholic celebrates 50 years this November 3<sup>rd</sup>, 1:00p.m. – 4:00 p.m. on site. All are Welcome!

2. **Danny DiLorenzo –Principal, Secondary**

- Nil Report

3. **Yolanda Baldasaro – Superintendent of Education**

- The rollout of the new Elementary Dress Code and the French Immersion Program was very positive. Director Crocco and Superintendents visited schools on the first day of school.
- Paper copies of the 2013 Special Education Plan were provided to the SEAC members.
- The 2013-2014 School Year Calendar was presented for information.
- The 2013-2014 Niagara Catholic District School Board System Priorities were approved. Attention was drawn to one of the Enabling Strategies that listed a review of Special Education programs and services.
- Information has been posted on the Niagara Catholic website regarding the upcoming meetings for the Attendance Area Review Committee and Accommodation Review Committee.
- Mario Ciccarelli recently resigned and currently there is a posting for a new Superintendent of Education.

4. **Amy Dowd – Coordinator Special Education**

- Special Education staff are very busy helping to transition students in schools and reviewing school needs for possible redeployment of staff.

## **G. TRUSTEE REPORTS**

### **1. Father Paul MacNeil – Trustee**

- 2013-2014 balanced budget was approved without the need to transfer anything from reserves.
- The Board approved 7 new policies: Community Use of Facilities Policy (8002.); Catholic School Councils Policy (800.1) and By-Laws; Niagara Catholic Parent Involvement Committee Policy (800.7) and By-Laws; Death Benefit Policy (201.5); Deferred Salary Plan (X/Y) and Leadership Pathway Policy (new).
- This is the 4th straight year of eco schools certification - all schools have been certified: 39 gold; 18 silver, 2 bronze.

### **2. Rhianon Burkholder – Trustee**

- Nil Report

## **H. STUDENT REPORT**

### **1. Leah Zahorchak – Student Representative**

- Nil Report

## **I. NCPIC REPORT**

- Applications have gone out to have members join the Niagara Catholic Parent Involvement Committee (NCPIC).
- The first NCPIC meeting will be held next week, however the official meeting will be held in November.
- Chair Racine is the SEAC representative on the Niagara Catholic Parent Involvement Committee for the 2013-2014 school year.

## **J. NEW BUSINESS**

### **1. Learner Advocacy**

### **2. Parent Outreach**

### **3. Program and Service Recommendations**

### **4. Special Education Budget**

### **5. Annual Review, Special Education Plan**

6. **Other Related Items**

7. **Policy Review**

**K. CORRESPONDENCE**

1. Review letters received from other SEACs

Chair Racine reviewed letters from other SEACs that were included in the September SEAC agenda package. A discussion was held in regards to ensuring accuracy of information when responding to letters as well as taking into consideration how it affects students and education.

**L. QUESTION PERIOD**

**M. NOTICES OF MOTION**

**N. AGENDA ITEMS – DISCUSSION FOR FUTURE MEETINGS**

1. Niagara Catholic Special Education Committee Presentation – Kim Rosati
2. Mental Health Lead – Andrea Bozza

**O. INFORMATION ITEMS**

1. Chair Racine thanked Mike Gowan for his commitment to the SEAC. Mike Gowan thanked the SEAC for all their help and support over the years. Superintendent Baldasaro, on behalf of Director Crocco and Senior Administrative staff expressed appreciation to Mike Gowan for his service and the contributions of Autism Ontario – Niagara Chapter.

**P. NEXT MEETING:**

*Wednesday, October 2, 2013 at 7:00p.m. at the Catholic Education Centre*

**Q. ADJOURNMENT**

Moved by Kim Rosati

Seconded by Katie Muirhead

**THAT** the September 4, 2013 meeting of the Special Education Advisory Committee be adjourned.

**CARRIED**

This meeting was adjourned at 8:25p.m.

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**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
OCTOBER 22, 2013**

***PUBLIC SESSION***

**TOPIC: BOARD IMPROVEMENT PLAN FOR STUDENT  
ACHIEVEMENT - 2013-2014**

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The Board Improvement Plan for Student Achievement - 2013-2014  
is presented for information.

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Prepared by: Lee Ann Forsyth-Sells, Superintendent of Education  
Presented by: Lee Ann Forsyth-Sells, Superintendent of Education  
Recommended by: John Crocco, Director of Education/Secretary-Treasurer  
Date: October 22, 2013



## **REPORT TO THE BOARD MEETING OCTOBER 22, 2013**

### **BOARD IMPROVEMENT PLAN FOR STUDENT ACHIEVEMENT 2013-2014**

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#### **BACKGROUND INFORMATION**

The schools of the Niagara Catholic District School Board continue to celebrate student success with the improvement of student achievement for all students from ELKP to graduation.

The Board Improvement Plan for Student Achievement (BIPSA) provides direction to schools to support School Improvement Plans which are aligned with the Mission Statement, the two Strategic Directions of the Board, Catholic Virtues, the Ontario Catholic School Graduate Expectations, and the educational goals of the Ministry of Education.

The Board Improvement Plan for Student Achievement is developed by the BIPSA Committee, collaborating with Senior Administrative Council, the Faith Formation, Program, Special Education, Research, Assessment, Evaluation and Reporting, and Staff Development Departments, along with seeking feedback from Elementary and Secondary Principals and Vice-Principals.

The four pillars of Catholic, Faith Community and Culture, Literacy, Numeracy and Pathways form the basis of the Board Improvement Plan. The Board's Priority Indicators and the Student Effectiveness Framework (SEF) Indicators have also been included to support the Smart Goals for 2013-2014.

#### **BIPSA GOALS 2013-2014**

##### **Catholic Faith Community and Culture**

- By June 2014, to increase voluntary participation in adult Faith Formation by promoting awareness of programs for all appropriate Niagara Catholic staff.
- By June 2014, to increase communication between school and parish by including at least one member from each group 100% of the time during formal meetings about Sacramental Preparation.
- By June 2014, the internal review of the Niagara Catholic Special Education Delivery Model will be completed and a report will be provided to the Director of Education.
- By June 2014, to increase the percentage of staff trained in suicide awareness and prevention by 10%.
- By June 2014, to complete data collection and analysis to review the referral rate and caseload of the Mental Health and Addictions Nurses (MHAN) program in Niagara Catholic secondary schools.
- By June 2014, to increase the self-identification of First Nation, Metis, Inuit (FNMI) students by 5%.

## Literacy

- By June 2014, to increase the achievement of students enrolled in the Applied English course and previously eligible students on the OSSLT by 5%.
- By June 2014, to increase the percentage of students enrolled in secondary French Second Language and French Immersion programs by 5%.
- By June 2014, to increase the circulation statistics of the Library Information Centres by 10%.
- By June 2014, to increase the achievement of students with special education needs, English Language Learners (ELL) and students identified at-risk, on EQAO, Board and classroom based assessments by 5%.

## Numeracy

- By June 2014, to increase the percentage of students achieving Level 3 or above in Mathematics on the Primary and Junior EQAO Assessments, Board and classroom based assessments by 10%.
- By June 2014, to increase the achievement of students enrolled in the Grade 9 Applied Mathematics course on the Grade 9 EQAO Assessment by 10%.
- By June 2014, to increase the achievement of students enrolled in the Grade 9 Academic Mathematics course on the Grade 9 EQAO Assessment by 5%.
- By June 2014, to increase the achievement of students with special education needs, English Language Learners (ELL) and students identified at-risk, on EQAO, Board and classroom based assessments by 5%.

## Pathways

- By June 2014, to achieve 100% retention of elementary students transitioning to Catholic secondary schools.
- By June 2014, to increase student enrolment in Specialist High Skills Major programs by 5%.
- By June 2014, to maintain current student enrolment in Specialist High Skills Major programs.
- By June 2014, to increase Connecting to College/Dual Credit program enrolment by 2%.
- By June 2014, to increase the percentage of students graduating with an OSSD by 5%.

The Board Improvement Plan for Student Achievement 2013-2014 has been attached to this report, will be submitted to the Ministry of Education on October 31, 2013, and posted on the Board website.

The report on the Board Improvement Plan for Student Achievement 2013-2014  
is presented for information.

Prepared by: Lee Ann Forsyth-Sells, Superintendent of Education  
Presented by: Lee Ann Forsyth-Sells, Superintendent of Education  
Approved by: John Crocco, Director of Education/Secretary-Treasurer  
Date: October 22, 2013



# Our Children, Their Future, Christ's Way...

*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.*

## Board Improvement Plan for Student Achievement (BIPSA) 2013-2014

### Strategic Directions

- Building Strong Catholic Identity and Community to Nurture the Distinctiveness of Catholic Education
- Advance Student Achievement for All

*Nurturing Souls*

*&*

*Building Minds*





## CATHOLIC FAITH, COMMUNITY AND CULTURE

### Strategic Direction

- Build Strong Catholic Identity and Community to Nurture the Distinctiveness of Catholic Education
- **Priority Indicators**
- To enhance our distinctive Catholic educational system by implementing the second year of the Niagara Catholic Faith Formation program, *Growing in Wisdom to Worship and Witness*.
- To conduct a Niagara Catholic elementary and secondary Student Conference 2014 focusing on the theme of *Growing in Wisdom to Worship*.
- To enhance social justice experiences and global citizenship for elementary and secondary students and staff through local, national and international experiences.
- To conduct a review of the Niagara Catholic Special Education Delivery Model to continue to ensure that all students who are most in need receive timely and appropriate supports.
- To implement the Mental Health and Addictions Nurses program in cooperation with the Hamilton Niagara Brant-Haldimand Community Care Access Centre to address the need for increased supports for child and youth mental health.
- To facilitate training and certification opportunities for Board and school personnel in the area of suicide awareness and prevention as part of the Niagara Catholic Mental Health and Addictions Plan.
- To promote and design programs and supports for healthy lifestyles of students and staff.
- To build capacity with Trustees; the Diocese of St. Catharines; Parishes; administrators, staff, Student Senate, Special Education Advisory Committee, Niagara Catholic Parent Involvement Committee, Catholic School Councils and parents/guardians by providing current information and regular opportunities for continued dialogue on Catholic education for all students in the Niagara Catholic District School Board.

### SEF Indicators

- 3.1 The teaching and learning environment is inclusive and reflects individual student strengths, needs and learning.
- 3.2 School programs incorporate students' stated priorities and reflect the diversity, needs and interests of the school population.
- 6.2 Students, parents and community members are engaged and welcomed as respected, valued partners.
- 6.3 The school and community build partnerships to enhance learning opportunities for all students.
- 6.4 Learning opportunities, resources and supports are provided to help parents support student learning and have productive parent-teacher-student conversations.

SMART GOALS	Evidence Collected	Targeted, Evidence-Based Strategies and Theories of Action	Resources	Professional Learning	Monitoring	Responsibility	Evaluation
<p>By June 2014, to increase voluntary participation in adult Faith Formation by promoting awareness of programs for all appropriate Niagara Catholic staff.</p> <p>By June 2014, to increase communication between school and parish by including at least one member from each group 100% of the time during formal meetings about Sacramental Preparation.</p> <p>By June 2014, the internal review of the Niagara Catholic Special Education Delivery Model will be completed and a report will be provided to the Director of Education.</p> <p>By June 2014, to increase the percentage of staff trained in suicide awareness and prevention by 10%.</p> <p>By June 2014, to complete data collection and analysis to review the referral rate and caseload of the Mental Health and Addictions Nurses (MHAN) program in Niagara Catholic secondary schools.</p> <p>By June 2014, to increase the self-identification of First Nation, Metis, Inuit (FNMI) students by 5%.</p>	<p>Faith Formation Feedback Survey indicated significant gaps in awareness of available adult Faith Formation programs.</p> <p>Results of the Sacramental Preparation Survey of 2013 indicated a need for improved communication between school and parish.</p> <p>Results of the 2012 Safe Schools Climate Survey indicated the continued implementation of the Policy and practices in all schools.</p> <p>Information collected by external audit committee for special education review.</p> <p>The number of staff and students currently trained in suicide awareness and/or prevention has included Child Youth Workers, Secondary Educational Assistants, Board Level Special Education staff, specific school administrators, teachers and students.</p> <p>Protocol for MHAN program in Niagara Catholic schools has been completed and signed off between Niagara Catholic and Hamilton, Niagara, Brant-Haldimand CCAC. MHAN program referral began in April 2013.</p> <p>Current self-identification statistics.</p>	<p><b>If we:</b> provide staff with a comprehensive guide and highlight Faith Formation programs at staff meetings through Faith Ambassadors, then voluntary staff participation in Faith Formation programs will increase.</p> <p><b>If we:</b> continue to engage discussions about Faith Formation, Health and Safety and Safe Schools at monthly staff meetings, then all staff will become familiar with programs, policies and procedures to increase participation at the school level.</p> <p><b>If we:</b> ensure that the Religion and Family Life Consultant and Board Chaplaincy Leader liaise with the Priests' Committee and provide workshops for teachers and parish priests, then communication between school and parish will increase to support all Sacramental Preparation programs.</p> <p><b>If we:</b> provide professional learning that supports delivery of the new Religious Education curriculum documents; present the new curriculum policies at the Fall Deanery meeting; and, create a pamphlet for families; then the new curriculum will be introduced in all elementary schools.</p> <p><b>If we:</b> administer a Safe Schools survey to students and teachers at various reading levels, then the results of the survey will reflect the needs of school communities.</p> <p><b>If we:</b> expand training in-services to include teaching and support staff from each school; provide informational resources to support staff members in identifying signs of suicidal behaviour; and, support families by providing information about suicide awareness and prevention, then we will support students who require intervention.</p> <p><b>If we:</b> implement the MHAN program in our secondary schools; track the referral process; determine caseloads of MHANs; and, facilitate appropriate feedback to school Student Success Teams, then we can accurately determine the effectiveness of the program in supporting our secondary students with transitions back to school and their system navigation needs.</p> <p><b>If we:</b> promote and engage staff in awareness and sensitivity to FNMI students and provide additional opportunities to engage FNMI students, then self-identification will increase.</p>	<ul style="list-style-type: none"> <li>• guide and posters to promote participation in Faith Formation Programs</li> <li>• school and classroom visits by Chaplaincy Leaders</li> <li>• resources shared through school Faith Ambassadors</li> <li>• vetted Sacramental Preparation Programs</li> <li>• information from Deanery meetings</li> <li>• circulation of monthly Religion Teacher Helper and best practice sharing by Religion and Family Life Consultant and Board Chaplaincy Leader</li> <li>• Elementary Religion and Aol. strategies within Religious Education</li> <li>• Elementary Religious Education budget to support purchases of supplemental resources for teachers (i.e. print copy of new curriculum policy documents) and classroom use (i.e. Let the Children Come to Me for Bibles)</li> <li>• Safe Schools Policy</li> <li>• Safe Schools Resources</li> <li>• SAFE Talk training</li> <li>• ASSIST training</li> <li>• YouthNet Program</li> <li>• Special Education Coordinators</li> <li>• Secondary Student Success Teams</li> <li>• Mental Health and Addictions Nurses</li> <li>• Mental Health Lead</li> </ul>	<ul style="list-style-type: none"> <li>• Sacramental Preparation in-services and workshops</li> <li>• CCC Module: Tasks of Catechesis for staff</li> <li>• after-school workshops about Religious Education, Family Life and Faith Formation</li> <li>• development of a course through the LMS specifically designed to "unpack" the new Religious Education Curriculum Policy document and promote online discussion and support</li> <li>• Mental Health Addictions' Nurse Program</li> <li>• information to staff</li> <li>• Training and certification in suicide awareness</li> <li>• Healthy lifestyles training</li> </ul>	<ul style="list-style-type: none"> <li>• attendance tracking for participation in Faith Formation Programs</li> <li>• Feedback survey results from Faith Formation Programs in June 2014</li> <li>• anecdotal notes based on school visits and observations and conversations with staff and students by the Religion and Family Life Consultant and Chaplaincy Leaders</li> <li>• tracking of LMS course completion</li> <li>• feedback from Faith Ambassadors regarding school-level strengths and challenges of implementation of new curriculum</li> <li>• attendance tracking for participation in suicide awareness training</li> <li>• feedback from Mental Health and Addictions Nurses</li> <li>• program data tracking</li> </ul>	<ul style="list-style-type: none"> <li>• Family of schools' Superintendents</li> <li>• Principals</li> <li>• Vice-Principals</li> <li>• Religion and Family Life Consultant</li> <li>• Chaplaincy Leaders</li> <li>• Leaders</li> <li>• Faith Ambassadors</li> <li>• Coordinators,</li> <li>• Consultants and Coaches</li> <li>• Mental Health Lead</li> <li>• Teachers</li> <li>• Support Staff</li> <li>• Board Certified ASSIST and SAFE Talk trainers</li> </ul>	<p>December 2013</p> <p>May 2014</p>

## LITERACY

### Strategic Direction

- Advance Student Achievement for All

### Priority Indicators

- To support all students who are six years of age in the development of literacy skills, particularly in learning to read,
- To support an inquiry based model of teaching and learning in all elementary and secondary schools,
- To enhance language acquisitions for elementary and secondary students through the expansion of French Immersion at designated sites and specific international languages to meet the needs of students,
- To advance student achievement with the Ministry of Education, Board and School teaching and learning initiatives on the Provincial EQAO Primary and Junior Assessments of Reading and Writing and the Ontario Secondary School Literacy Test (OSSLT) and classroom assessments to close the achievement gap for all students,
- To support the system implementation of the Ministry of Education, “Growing Success Assessment, Evaluation and Reporting in Ontario Schools” and the Niagara Catholic Assessment, Evaluation, Reporting and Homework Policy for all schools in the Board.

### SEF Indicators

- 1.2 During learning, students receive ongoing, descriptive feedback based on the success criteria, from the teacher and from peers.
- 1.4 During learning timely, ongoing, descriptive feedback about student progress is provided based on student actions and co-constructed success criteria.
- 1.5 A variety of valid and reliable assessment data is used by students and teachers to continuously monitor learning, to inform instruction and assessment and to determine next steps.
- 1.6 Assessment of learning provides evidence for evaluating the quality of student learning at or near the end of a period of learning.
- 2.1 Collaborative instructional leadership builds capacity to strengthen and enhance teaching and learning.
- 4.3 Teaching and learning 21<sup>st</sup> century is collaborative, innovative and creative within a global context.
- 4.4 Learning is deepened through authentic, relevant and meaningful student inquiry.
- 4.5 Instruction and assessment are differentiated in response to student strengths, needs and prior learning.

SMART GOALS	Evidence Collected	Targeted, Evidence-Based Strategies and Theories of Action	Resources	Professional Learning	Monitoring	Responsibility	Evaluation
By June 2014, to increase the percentage of students achieving Level 3 or above in Reading and Writing on the Primary and Junior EQAO Assessments, Board and classroom based assessments by 5%.	EQAO Board Results and dot scores for all students who have completed the Primary and Junior Provincial Assessments over the past 5 years OSSLT Board and school results for all students who have completed the Grade 10 Provincial Assessment over the past 5 years Running Records	<b>If we:</b> continue to support existing initiatives that engage teachers and administrators to investigate problems of practice in Literacy teaching and learning; engage in a Collaborative Equity Inquiry in a school with identified demographic needs; and, review the delivery of Grade 9 Locally Developed and Applied English courses, then more students will improve their achievement in literacy. <b>If we:</b> support the use of guided practice; provide professional learning to support cross-curricular literacy; 21 <sup>st</sup> century skills and the importance of student engagement in literacy; and, encourage the use of diagnostic and formative assessments for reading comprehension to support next steps in critical literacy development, then more students will experience greater success on EQAO assessments.	Curriculum Documents • <i>Growing Success</i> and associated Board Policy • <i>Education for All</i> and <i>Learning for All</i> • Guides to Effective Instruction • LNS and Capacity Building Series Monographs • EdGAINS website • MISA London PNC website • School Improvement Teams • Ministry of Education Student Achievement Officers • EQAO Reporting Software • Board and School Indicator Data Reports • SWST (Student Work Study Teacher) findings • CLIC program in Early Years/Primary classrooms to support ALL • Library circulation statistics • K to 12 Literacy Consultant and Coaches • Equity and Student Leadership Consultant	• active participation in professional development sessions through a professional learning cycle • school initiatives based on evidence/data • the inquiry process that are results-oriented and investigate problems of practice around literacy school-based collection and analysis of evidence of student achievement in literacy • classroom-embedded support from Early Years/Primary Consultant, Equity and Student Leadership Consultant, FSL Consultant, K to 12 Literacy Consultant and Coaches, Reading Recovery, Teacher Leader and SWST • in-services and workshops to train on ALL practices • learning shared by SWST regarding teaching and learning in literacy • Promote the Library Information Centre as an extension of the classroom	• Board and School Improvement Plans and reviews • Director's Meetings • FOS Meetings • FOS SIP visits • Staff Meetings • student achievement data from elementary and secondary report cards • EQAO and OSSLT Data evidence shared by Teachers from their classroom achievement data • in-service and after-school workshop attendance data evidence from Teacher, Student and Family Surveys	• Family of Schools' Superintendents • Principals and Vice-Principals • Early Years/Primary Consultant • Equity and Student Leadership Consultant • Reading Recovery Teacher Leader • K to 12 Literacy Consultant and Coaches • Student Success, Staff Development and Special Education Coordinators • Program, e-Learning, Library and Research, Assessment, Reporting Consultants • Numeracy/Education Technology Coaches and Student Work Study Teacher • Educational Resource Teachers and Classroom Teachers • Library Technicians • Educational Support Staff	December 2013 May 2014
By June 2014, to increase the percentage of students enrolled in secondary French Second Language and French Immersion programs by 5%.	Observation Surveys DRA/OCA results Classroom Achievement Data (qualitative and quantitative) ALL Data (observations, conversations and student products) Cross-Panel Collaborative Inquiry in Language/Literacy and Teacher/Student Voice Open Forum (2012, 2013)	<b>If we:</b> provide teachers with classroom-embedded learning opportunities to increase their understanding and application of ALL strategies and provide administrators and teachers with professional learning about ALL, then all students will be engaged and will improve their academic achievement as they will clearly understand Learning Goals, co-construct Success Criteria, and receive timely and specific and Descriptive Feedback to understand their strengths and areas for improvement prior to evaluation. <b>If we:</b> support teachers as they engage in collaborative inquiry to examine problems of practice and provide teachers with professional learning to implement the gradual release of inquiry model that supports student-led inquiry and engage in professional learning communities (PLCs) using the new Social Studies inquiry model to address the needs of First Nation, Métis, Inuit learners, then students will be engaged in learning to improve achievement.					
By June 2014, to increase the circulation statistics of the Library Information Centres by 10%.							
By June 2014, to increase the achievement of students with special education needs, English Language Learners (ELL) and students identified at-risk, on EQAO, Board and classroom based assessments by 5%.							

## NUMERACY

### Strategic Direction

- Advance Student Achievement for All

### Priority Indicators

- To support an inquiry-based model of teaching and learning in all elementary and secondary schools.
- To advance student achievement with the Ministry of Education, Board and School teaching and learning initiatives on the Provincial EQAO Primary and Junior Assessments of Mathematics and the EQAO Secondary Mathematics Assessment.
- To support the system implementation of the Ministry of Education, “Growing Success Assessment, Evaluation and Reporting in Ontario Schools” and the Niagara Catholic Assessment, Evaluation, Reporting and Homework Policy for all schools in the Board.

### SEE Indicators

- 1.2 During learning, students receive ongoing, descriptive feedback based on the success criteria, from the teacher and from peers.
- 1.4 During learning timely, ongoing, descriptive feedback about student progress is provided based on student actions and co-constructed success criteria.
- 1.5 A variety of valid and reliable assessment data is used by students and teachers to continuously monitor learning, to inform instruction and assessment and to determine next steps.
- 2.1 Collaborative instructional leadership builds capacity to strengthen and enhance teaching and learning.
- 2.2 Processes and practices are designed to deepen content knowledge and refine instruction to support student learning and achievement.
- 2.4 Job-embedded inquiry-based professional learning builds capacity, informs instructional practice and contributes to a culture of learning.
- 4.5 Instruction and assessment are differentiated in response to strengths, needs and prior learning.

SMART GOALS	Evidence Collected	Targeted, Evidence-Based Strategies and Theories of Action	Resources	Professional Learning	Monitoring	Responsibility	Evaluation
<p>By June 2014, to increase the percentage of students achieving Level 3 or above in Mathematics on the Primary and Junior EQAO Assessments, Board and classroom based assessments by 10%.</p> <p>By June 2014, to increase the achievement of students enrolled in the Grade 9 Applied Mathematics course on the Grade 9 EQAO Assessment by 10%.</p> <p>By June 2014, to increase the achievement of students enrolled in the Grade 9 Academic Mathematics course on the Grade 9 EQAO Assessment by 5%.</p> <p>By June 2014, to increase the achievement of students with special education needs, English Language Learners (ELL) and students identified at-risk, on EQAO, Board and classroom based assessments by 5%.</p>	<p>EQAO Board Results and dot scores for all students who completed the Primary, Junior and Grade 9 Provincial Assessments over the past 5 years</p> <p>Results of Numeracy Nets (Grade 3 to 8)</p> <p>Classroom Achievement Data (qualitative and quantitative)</p> <p>ML Data (observations, conversations and student products)</p> <p>JMI Research Reports (2012, 2013)</p> <p>Junior Math ERT Project Research Findings (2013)</p> <p>Contexts for Learning Mathematics Pilot Project Summary (2013)</p> <p>Cross-Panel Collaborative Inquiry in Mathematics and Teacher/Student Voice Open Forum (2012, 2013)</p>	<p><b>If we:</b> continue to support existing initiatives that engage teachers and administrators to investigate problems of practice in Mathematics teaching and learning, engage in a Collaborative Equity Inquiry in a school with identified demographic needs; and, redefine content and delivery of our Grade 9 Locally Developed and Applied Mathematics courses, then more students will improve their achievement in Mathematics.</p> <p><b>If we:</b> provide teachers with more resource support, including classroom-embedded learning opportunities to increase their understanding and application of ML and Mathematics talk strategies; then students will be engaged and will improve their academic achievement as they will clearly understand Learning Goals, co-construct Success Criteria, and receive timely and specific descriptive feedback to understand their strengths and areas for improvement prior to evaluation.</p> <p><b>If we:</b> engage administrators and teachers in identifying, intervening and monitoring success in Mathematics for students who are not achieving at the provincial standard, then more students will achieve the provincial standard in all assessments of learning and EQAO.</p> <p><b>If we:</b> expand professional learning in both Mathematics content and pedagogy for all teachers and promote the acquisition of additional qualifications in Mathematics, then we will build capacity in Mathematics content knowledge and pedagogy at each elementary and secondary school.</p>	<ul style="list-style-type: none"> <li>• Mathematics Curriculum Documents</li> <li>• <i>Growing Success</i> and associated Board Policy</li> <li>• <i>Education for All Learning for All</i></li> <li>• <i>Guides to Effective Instruction</i></li> <li>• <i>LMS and Capacity Building Series Monographs</i></li> <li>• EduGAINS website</li> <li>• MISA London PNC website</li> <li>• School Improvement Teams</li> <li>• K to 12 Numeracy Consultant, Numeracy Facilitator and Numeracy Coaches</li> <li>• Early Years/Primary Consultant</li> <li>• Equity and Student Leadership Consultant</li> <li>• pedagogical documentation from SWST (Student Work Study Teacher)</li> <li>• Teachers</li> <li>• Ministry of Education Student Achievement Officers</li> <li>• EQAO Reporting School and Board Indicator Report</li> </ul>	<ul style="list-style-type: none"> <li>• classroom-embedded professional learning through a professional learning cycle,</li> <li>• school initiatives based on data, and the inquiry process supported by Numeracy Facilitator and Coaches</li> <li>• refresher training on use of Numeracy Nets as a diagnostic tool</li> <li>• training for ERT's and EAs on use of numeracy tools and models</li> <li>• Cross-Panel Networking between Grades 7, 8, 9 and 10 Teachers of Mathematics</li> <li>• Grade 9 Locally Developed Mathematics Course project</li> <li>• OAME Golden – Local Conference at Brock University, 2014</li> <li>• OAME 2014 – satellite site of Humber College Conference, May 2014</li> <li>• prepare video tutorials to support teaching and learning mathematics for Teachers</li> <li>• after-school Learning Modules hosted in Lynk for Teachers</li> <li>• learning shared by SWST regarding numeracy teaching and learning in classrooms</li> </ul>	<ul style="list-style-type: none"> <li>• Board and School Improvement Plans and reviews</li> <li>• Director's Meetings</li> <li>• FOS Meetings</li> <li>• FOS SIP visits</li> <li>• Staff Meetings</li> <li>• student achievement data for Grade 9 Math courses</li> <li>• student achievement data from elementary report cards for Mathematics</li> <li>• EQAO Assessment Data</li> <li>• evidences shared by Teachers from their classroom achievement data</li> <li>• in-service and after-school workshop attendance data</li> <li>• evidence from Teacher, Student and Family Surveys</li> </ul>	<ul style="list-style-type: none"> <li>• Family of Schools' Superintendents</li> <li>• Principals and Vice-Principals</li> <li>• K to 12 Numeracy Consultant</li> <li>• Numeracy Facilitator</li> <li>• Numeracy Coaches</li> <li>• Student Success, Staff Development and Special Education Coordinators</li> <li>• Equity and Student Leadership Consultant</li> <li>• Program e-Learning Library and Research, Assessment, Evaluation and Reporting</li> <li>• Consultants Literacy/Education Technology Coaches and SWST</li> <li>• Program Resource Teachers</li> <li>• Educational Resource Teachers and Classroom Teachers</li> <li>• Educational Assistants/Support Staff</li> </ul>	<p>December 2013</p> <p>May 2014</p>

## PATHWAYS

### Strategic Direction

- Advance Student Achievement for All

### Priority Indicators

- To implement a Niagara Catholic High Performance Academic Support Program for identified students which supports their training, competition and academic pathway with the excellence of Catholic education.
- To implement a Niagara Catholic Alternative Education Secondary School to provide alternative Catholic education to students through a variety of individualized programming models to achieve student success.
- To support the system implementation of the Ministry of Education "Growing Success Assessment, Evaluation and Reporting in Ontario Schools" and the Niagara Catholic Assessment, Evaluation, Reporting and Homework Policy for all students in the Board.
- To design specific initiatives to exceed the provincial target of 85% graduation rate of 2013-2014 Grade 12 students.

### SEF Indicators

- 5.1 Programs, pathways, and career planning meet the learning needs and interests of all students.
- 5.2 Authentic learning experiences and experiential learning are built into all subject areas and programs.
- 5.3 Students, parents, and teachers understand the full range of pathways, options programs and supports that are available.
- 5.4 Students have opportunities to build on in-school and out-of-school experiences and activities to further explore personal interests, strengths and career options.
- 6.4 Learning opportunities, resources and supports are provided to help parents support student learning and have productive parent-teacher-student conversations.

SMART GOALS	Evidence Collected	Targeted, Evidence-Based Strategies and Theories of Action	Resources	Professional Learning	Monitoring	Responsibility	Evaluation
By June 2014, to achieve 100% retention of elementary students transitioning to Catholic secondary schools.	Retention information collected from elementary schools Student Success data collected, reviewed and analyzed from our secondary schools	<b>If we:</b> support elementary and secondary administrators as they program for valuable transition activities that address the academic, social and spiritual lives of our students starting in Early Years, along with continued communication with parents and guardians about Catholic secondary education, then the number of Grade 8 students enrolling in a Catholic secondary school will increase. <b>If we:</b> promote the Specialist High Skills Major (SHSM) program during transition activities with elementary schools and utilize the CyberQuest program, Career Cruising platform and IPR (Individual Pathways Plan) to support investigation and planning for careers; beginning in Grade 7, then enrollment will increase in SHSM programs. <b>If we:</b> promote the Specialist High Skills Major (SHSM) and Dual Credit programs to secondary teachers, parents and students through awareness campaigns (e.g. brochures, fact sheets, videos, in-school presentations and community/public events), then more in-depth knowledge and public awareness will increase interest and enrollment in SHSM and Dual Credit programs. <b>If we:</b> promote identification of students who, by the end of Grade 9, have not achieved 8 credits and develop an intervention plan and help students identify meaningful career opportunities and vocations of personal interest, then more students will be engaged and successful in achieving an OSSD and have a plan after secondary school. <b>If we:</b> continue to liaise with community partners; support schools as they communicate with families about pathways by providing resources, such as the Career Cruising platform; promote appropriate pathway choices based on students' interests and skills during all transition activities; and, support the understanding that pathways are flexible by creating and sharing resources that model the changing needs and interests of our students during and after secondary school graduation, then more students will achieve success in their chosen pathways.	<ul style="list-style-type: none"> <li>• IEPs</li> <li>• IPPs (formerly known as AEPs or Annual Education Plans)</li> <li>• ESP (Educational Support Plan for students identified as at-risk or in-risk in the secondary panel)</li> <li>• SHSM website and promotional video in-school/community presentations/literature specific to what each school offers.</li> <li>• Grade 10 Tracking Tool Board and School Indicator Data</li> <li>• London Region network of school boards' information sharing</li> <li>• TAY Protocol</li> <li>• Children Services Sector Forum membership</li> <li>• Student Support</li> <li>• Leadership Initiative (SLI)</li> </ul>	<ul style="list-style-type: none"> <li>• Student Success Lead (SSL) as a resource and support for secondary Student Success Teams</li> <li>• Meetings with community partners and Student Success</li> <li>• Secondary School Student Success Meetings</li> <li>• Secondary Principals' Meetings</li> <li>• NTPP to address Student Success initiatives</li> <li>• site-based SHSM team meetings with Program support minimum once per term</li> <li>• Community Service</li> <li>• Information evening session</li> <li>• Transition activities co-planned between secondary and elementary FOS</li> </ul>	<ul style="list-style-type: none"> <li>• Student Success Tracking Tools, such as Credit Accumulation</li> <li>• Implementation of Student Success Programs</li> <li>• Reporting to the Ministry of Education</li> <li>• IEPs and Special Education data</li> <li>• tracking of Career Cruising Platform data and IPPs</li> <li>• qualitative evidence from transition activities</li> <li>• SHSM enrolment, Dual Credit enrolment and Red Seal achievement data</li> <li>• qualitative evidence from the Guidance Department and SSTs</li> </ul>	<ul style="list-style-type: none"> <li>• Family of Schools' Superintendents</li> <li>• Student Success Lead</li> <li>• Principals and Vice-Principals</li> <li>• Student Success, Staff Development and Special Education Coordinators</li> <li>• Student Success Team</li> <li>• Secondary Chaplaincy Leaders</li> <li>• Program, e-Learning, Library and Research, Assessment, Evaluation and Reporting Consultants</li> <li>• Literacy, Numeracy and Education and Technology Coaches</li> <li>• Educational Resource Teachers and Classroom Teachers</li> <li>• Educational Assistants/Support Staff</li> </ul>	<ul style="list-style-type: none"> <li>December 2013</li> <li>May 2014</li> </ul>
By June 2014, to increase student enrolment in Specialist High Skills Major programs by 5%.	Grade 10 Intention Sheets tracking Cross-Panel Inquiry and Teacher and Student Voice Open Forum discussions						
By June 2014, to increase Connecting to College/Dual Credit program enrolment by 2%.	Current Dual Credit programming has proven to be a successful tool for OSSD achievement and student engagement.						
By June 2014, to increase the percentage of students graduating with an OSSD by 5%.							

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
OCTOBER 22, 2013**

***PUBLIC SESSION***

**TOPIC: INTERNATIONAL PARTNERSHIP AGREEMENTS**

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The report on the International Partnership Agreements  
is presented for information.

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Prepared by:	John Crocco, Director of Education/Secretary-Treasurer
Presented by:	Kathy Burtnik, Chairperson of the Board John Crocco, Director of Education/Secretary-Treasurer Frank Iannantuono, Superintendent of Education/Human Resources Mark Lefebvre, Superintendent of Education Fred Wilson, Supervisor of International Education
Recommended by:	John Crocco, Director of Education/Secretary-Treasurer
Date:	October 22, 2013



## **REPORT TO THE BOARD MEETING OCTOBER 22, 2012**

### **INTERNATIONAL PARTNERSHIP AGREEMENTS**

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#### **BACKGROUND INFORMATION**

Further to the report to the September 10, 2013 Committee of the Whole Meeting, a presentation will be made by the Niagara Catholic delegation on the outcomes of the signing of the Memorandum of Agreements with educational partners at the English Language Center, Guangzhou City, China; Country Garden School in Foshan City, China; Bokja Catholic School, Chun An City; Salesio Catholic Elementary School, Gwangju Province and the Jeollabuk-Do Foundation all in South Korea.

In addition, information will be presented on the official sign partnership agreement and Niagara Catholic's participation in the 2013 Scholarship Student Graduation with the Jeollabuk-Do Foundation and the opening ceremony of the Niagara Catholic – Salesio English Training Centre.

Attached to this report is a copy of THE International Education Programs at a Glance (Appendix A), and the newly designed Niagara Catholic International Student Programs booklet (Appendix B).

We will continue to inform the Board on the progress of these partnership agreements and the development of new international education partnership agreements as we continue to create international experiences and opportunities for students and staff as we continue to position Niagara Catholic as a recognized international destination for Catholic educational experiences.

Attached:     Appendix A   International Education Programs at a Glance  
                  Appendix B   Niagara Catholic International Student Programs booklet

The report on the International Partnership Agreements  
is presented for information.

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Prepared by:     John Crocco, Director of Education/Secretary-Treasurer

Presented by:    Kathy Burtnik, Chairperson of the Board  
                    John Crocco, Director of Education/Secretary-Treasurer  
                    Frank Iannantuono, Superintendent of Education/Human Resources  
                    Mark Lefebvre, Superintendent of Education  
                    Fred Wilson, Supervisor of International Education

Approved by:    John Crocco, Director of Education/Secretary-Treasurer

Date:             September 24, 2012



NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

## INTERNATIONAL EDUCATION PROGRAMS AT A GLANCE

### ✓ The Niagara Region

- A beautiful area with 12 dynamic cities, including Niagara Falls, St. Catharines and Welland
- With a population of over 450,000, the Niagara Region is located in Southeastern Ontario, only 1 hour from Toronto and just across the Niagara River from New York State, USA
- Our School Board is comprised of 52 elementary schools, 8 high schools, and 6 adult learning centres across the Niagara Region

### ✓ High School Program

- 8 High Schools ready to welcome international students for a semester, a full year or longer
- Earn credits towards an Ontario Secondary School Diploma (OSSD)
- Admission in September and February
- Reasonable tuition fees

### ✓ Summer and Winter Camps

- 3 and 4-week English programs for teenagers in January (winter) and July (summer)
- Intensive English classes and great activities and excursions across Ontario
- Students live with a Canadian English-speaking family while in Niagara

### ✓ Short-Term Elementary and High School Integration

- Experience a short stay in one of our Niagara Catholic elementary or high schools
- Be classmates with Canadian students in grades 5 to 10 (for students 10 to 16 years old)
- Program offered for 2, 3, 4 or 6 weeks at any time of the year (except July and August)
- Full Homestay with Canadian families

### ✓ English as a Second Language (Adults)

- Seven levels of ESL for students 18-years old and older
- Full time or part time studies for 4 weeks to 1 year
- Start anytime in small classes (10 to 15 students)
- Tuition fees paid on a monthly basis

### ✓ TESOL Certificate (Teacher Training)

- Teacher training program for foreign English teachers or advanced English students
- Standard programs in May and July (4 weeks)  
Other dates open for customized groups
- Recognized by TESL Canada Association

### ✓ Homestay Accommodation

- All students live with a local Canadian family in a comfortable and safe environment
- Caring families carefully selected through screening, interviews and background checks
- Continuous support from full time Homestay Coordinator



*Nurturing Souls &  
Building Minds!*

Department of Continuing Education  
Niagara Catholic District School Board

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Innovation, Celebration & Tradition



# International Student Programs





## About Niagara Catholic

Niagara Catholic is a publicly funded board of education, which offers students a wide range of courses based on the Ontario Ministry of Education curriculum.

We provide excellence in education to Canadian and international students. Students typically begin school at age three in our kindergarten programs, and complete their formal education at age 18. We also offer adult education classes.

Niagara Catholic has 51 elementary schools, eight high schools and six adult education centres.

## Our Location

We are located in Ontario's Niagara peninsula, between Lake Erie and Lake Ontario in the southern half of the province.

Our region is rich in culture, recreation, diversity and history. It is often known as Canada's fruit belt, due to the many types of fruit grown in our fertile soil.

Many defining moments in Canadian history took place in Niagara, and students are able to see history come alive at the many heritage sites found here. Niagara is also home to one of Canada's most iconic symbols, Niagara Falls, and boasts hundreds of kilometres of scenic beauty to enjoy while cycling, walking, hiking or spending time on the water.

We invite you to come and experience all that Niagara Catholic - and the entire Niagara peninsula - has to offer. We are confident that your stay in Niagara, whether it is for a few weeks or a full year, will be academically and personally enriching.





## Why study abroad?

Studying abroad provides young people with a greater insight into various cultures, a broader understanding of global issues and the opportunity for personal growth and development through travel.

Niagara Catholic encourages you to enrich your child's life by studying in Canada through our International Program.

Benefits:

- Improved English language skills
- Experience many cultures
- Experience life in a new country
- Experience family life in a different country
- Participate in a unique education experience
- friendships

and much more ....

# Our Programs

Niagara Catholic's International Programs are designed to fully immerse students in the English language and Canadian culture.

Students may participate in a variety of programs, which vary in length from a few weeks to several months. In all programs, students can expect to participate in English language classes and a number of exciting activities while living with a Canadian family.

## Integration Programs (Short-term)

- Designed to offer intensive English as a Second Language learning
- Offered at different times throughout the year
- Designed for students aged 10 to 16
- Programs for older students are also available





### *English Summer Camp*

- Three or four-week stay options
- Open to high school students from around the world
- Offers intensive English language instruction through classroom and day-to-day experiences
- Provides students with social and physical activities and Canadian cultural experiences
- Participants benefit from living and studying with students from around the world

### *Academic Visa Program*

Niagara Catholic offers full-year programs for elementary and secondary students who wish to take part in longer stays in Canada. A one-semester program, beginning in either September or February, is also available.

The benefits of the Academic Visa Program include:

- Greater opportunity to become immersed in the English language and Canadian culture
- Increased travel opportunities
- The chance to fully bond with a Canadian family

## Our Educators

All Niagara Catholic teachers are highly educated and are licensed by the Ontario College of Teachers.

Our teachers bring to their classrooms a wealth of knowledge and experience and are dedicated to helping all learners achieve their personal best. As classroom leaders, our teachers are caring and committed to student success and nurture an environment where young minds can thrive.

Niagara Catholic has many teachers who specialize in English as a Second Language. These teachers work closely with our students who arrive in Canada from other parts of the world, whether as international students or as permanent residents, to help them master the English language so they can fully integrate into our English classrooms quickly.



### Teacher Training and Development

With the growing demand for teachers to teach English As A Second Language students, English language teaching standards have increased and often requires "Teaching English to Speakers of Other Languages" (TESOL) Certification.

Niagara Catholic's Adult and Continuing Education TESOL Certificate gives teachers the tools, the experiences and the edge to be competitive in this expanding market.

The TESOL Certificate uses the most current teaching methodologies and has a strong focus on practical teaching skills. Visiting teachers will learn how to teach through mentoring, small group work, teaching demonstrations and discussions.



## Living in Canada

We believe that the best way for a student to truly understand life in another country is by immersing themselves in its culture.

To do this, our international students live with a Canadian family throughout their stay. Our goal is to ensure students feel at home while they are away from home.

We maintain regular contact with students, host families and schools, to ensure that students enjoy every part of their international study experience.

The advantages of homestay include:

- Knowledge that all homestay families are carefully screened before being accepted into the program
- Comfort in knowing students are in a safe, secure home with a family eager to welcome them

- Security in knowing that there is frequent, regular contact between the student, their host family and the school to ensure the experience is positive and enriching for everyone
- Homestay families live close to schools and/or bus routes, to make it easy for students to attend school

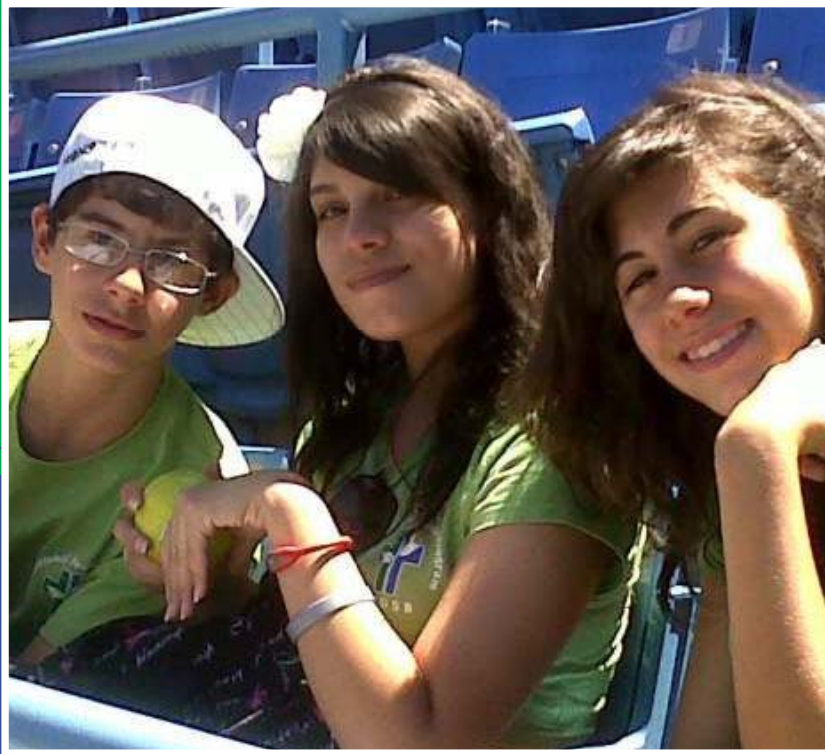
### Activities

Niagara Catholic's International Student Program includes a number of exciting trips and opportunities for students, including:

- Day trips to Niagara Falls, Canada's Wonderland (amusement park) and sporting events
- Excursions such as camping







## Application Process

Applying for the International Program at Niagara Catholic is very simple.

Download the Student Application Form (<https://docushare.ncdsb.com/dsweb/Get/Document-1094592/SASF002.pdf>).

Applications may be sent to Niagara Catholic in the following ways:

- Email completed form to the Supervisor of International Education at:  
[fred.wilson@ncdsb.com](mailto:fred.wilson@ncdsb.com)
- Mail completed form to:  
  
Niagara Catholic District School Board  
145 Niagara Street,  
St. Catharines, ON Canada, L2R4L7
- Faxing the package to 1.905.682.1219

Please note that all application packages must include:

- Application form
- Certified and translated copy of final report card from the previous academic year
- Photocopy of the first page of the student's passport
- One passport-sized photograph
- Letter of recommendation
- Photocopy of updated immunization record



A great international  
opportunity and experience!



**NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD**

145 Niagara Street,  
St. Catharines, ON Canada, L2R4L7  
Phone: 905.682.3360

email: [fred.wilson@ncdsb.com](mailto:fred.wilson@ncdsb.com)



[www.niagaracatholic.ca](http://www.niagaracatholic.ca)

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
OCTOBER 22, 2013**

**PUBLIC SESSION**

**TOPIC: FINANCIAL REPORTS  
MONTHLY BANKING TRANSACTIONS  
SEPTEMBER 2013**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the report on the Monthly Banking Transactions for the month of September 2013, as presented.

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Prepared by: William Tumath, Manager of Accounting Services  
Presented by: Giancarlo Vetrone, Superintendent of Business & Financial Services  
Recommended by: John Crocco, Director of Education/Secretary-Treasurer  
Date: October 22, 2013



**REPORT TO THE BOARD MEETING  
OCTOBER 22, 2013  
MONTHLY BANKING TRANSACTIONS  
FOR THE MONTH OF SEPTEMBER 2013**

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**BACKGROUND INFORMATION**

In accordance with the Monthly Financial Reports Policy Statement, we are pleased to enclose the Monthly Banking Transactions for the Niagara Catholic District School Board for the month of September 2013. (See Appendix A)

As required by the Policy, a monthly list of payments is available in the Holy Cross Community Room for the Trustees to review at their convenience.

**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the Report on the Monthly Banking Transactions for the month of September 2013, as presented.

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Prepared by: William Tumath, Manager of Accounting Services  
Presented by: Giancarlo Vetrone, Superintendent of Business & Financial Services  
Recommended by: John Crocco, Director of Education/Secretary-Treasurer  
Date: October 22, 2013

Appendix A

<b>NIAGARA CATHOLIC DISTRICT SCHOOL BOARD</b> <b>REPORT ON BANKING TRANSACTIONS</b>	
<b>SUMMARY OF BANK TRANSACTIONS FOR THE MONTH OF:      SEPTEMBER, 2014</b>	
DESCRIPTION OF ITEMS	BANK ACCOUNT
<b>CASH BALANCE AT BEGINNING OF MONTH</b>	<b>(A)      17,790,083</b>
<b>OPERATING CASH RECEIPTS FOR THE MONTH</b>	
1. GENERAL LEGISLATIVE GRANTS	23,512,724
2. CAPITAL GRANTS	0
3. OTHER GRANTS (EPO, Other)	6,416,506
<b>SUB-TOTAL - MINISTRY OF EDUCATION GRANTS</b>	<b>29,929,230</b>
4. ONTARIO EARLY YEARS CENTRE	41,782
5. INTEREST REVENUE	20,745
6. MUNICIPAL TAXES	11,531,620
7. TUITION FEES REVENUE - A.C.E. & OTHER	33,663
8. COMMUNITY USE	0
9. CHARITABLE DONATIONS	5,925
10. GOVERNMENT REBATES (HST 83% REBATE ON TAXABLE PURCHASES)	363,553
11. RECOVERY OF COSTS (LTD, WCB, BENEFITS, OTHER REIMBURSEMENTS)	479,568
12. OTHER CASH RECEIPTS	
- Reimbursements of Employee Benefits	1,385
- Donations Collected from Employees - Other	0
- Other	0
13. TRANSFER FROM SINKING FUNDS	0
14. PROCEEDS FROM DEBENTURE ISSUE (NET)	0
15. CAPITAL LOAN PRINCIPAL ADVANCES	0
<b>TOTAL OPERATING CASH RECEIPTS AND LOAN ADVANCE</b>	<b>(B)      42,407,470</b>
<b>OPERATING CASH DISBURSEMENTS FOR THE MONTH</b>	
1. ACCOUNTS PAYABLE (NET OF CANCELLED CHEQUES AND DEBT REPAYMENTS)	-19,088,273
2. TEACHER PENSION DEDUCTIONS	-1,287,688
3. O.M.E.R.S. PENSION DEDUCTIONS	-225,615
4. CANADA SAVINGS BONDS DEDUCTIONS	-120,573
5. TRANSFER TO 4 OVER 5 TRUST ACCOUNTS	-88,540
6. OTHER DEBITS	-40,696
7. TRANSFER TO SINKING FUNDS	0
8. INTEREST PAYMENTS ON CAPITAL DEBT	-585,359
9. PRINCIPAL PAYMENTS ON CAPITAL DEBT	-383,472
<b>TOTAL OPERATING CASH DISBURSEMENTS</b>	<b>(C)      -21,798,196</b>
<b>CASH BALANCE AT END OF MONTH</b>	<b>(D)      38,399,338</b>
<b>A + B - C = D</b>	

<b>NIAGARA CATHOLIC DISTRICT SCHOOL BOARD</b> <b>REPORT ON LOAN BALANCES</b>				
<b>SUMMARY OF LOAN BALANCES AS AT:      SEPTEMBER, 2014</b>				
<b>The Debentures &amp; Capital Loans are made up as follows:</b>				
Loan Description	Opening Balance	Loan Advances	Loan Repayments	Ending Balance
1. OFA - GPL1 Loan 25 YR.	-11,715,595.41			-11,715,595.41
2. OFA - GPL2 Loan 25 YR.	-9,129,610.61			-9,129,610.61
3. OFA - GPL3 Loan 25 YR.	-4,261,508.90			-4,261,508.90
4. OFA - 2010-11 DEBENTURE - GPL 3	-1,271,400.76			-1,271,400.76
5. OFA - 2010-11 DEBENTURE - PCS	-3,150,705.28			-3,150,705.28
6. OFA - PTR - Completed 2010/11	-7,817,058.21			-7,817,058.21
7. OFA - 2001-A1 Debenture	-2,083,761.79			-2,083,761.79
8. OFA - 2013 PCS Stage 1	-960,869.00			-960,869.00
9. Debenture (Niagara Region)	-1,187,000.00			-1,187,000.00
10. Debenture (Niagara Region)	-1,800,000.00			-1,800,000.00
11. Capital Projects - Completed 2001	-13,164,720.62		0.00	-13,164,720.62
12. Capital Projects - Completed 2002/03	-19,935,187.94		383,472.42	-19,551,715.52
13. Capital Projects - Completed 2004/05	-8,477,811.26			-8,477,811.26
14. Capital Projects - Completed 2005/06	-7,170,893.40			-7,170,893.40
15. Sinking Fund Asset	1,265,894.06			1,265,894.06
<b>Total Debentures &amp; Capital Loans</b>	<b>-90,860,228.12</b>	<b>0.00</b>	<b>383,472.42</b>	<b>-90,476,756.70</b>

PREPARED BY: William Tumath  
PRESENTED BY: Giancarlo Vetrone

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
OCTOBER 22, 2013**

**PUBLIC SESSION**

**TOPIC: FINANCIAL REPORTS  
STATEMENT OF REVENUE & EXPENDITURES  
SEPTEMBER 31, 2013**

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**RECOMMENDATION**

THAT the Niagara Catholic District School Board approve the Statement of Revenue and Expenditures as at September 31, 2013, as presented.

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Prepared by: William Tumath, Manager of Accounting Services  
Presented by: Giancarlo Vetrone, Superintendent of Business & Financial Services  
Recommended by: John Crocco, Director of Education/Secretary-Treasurer  
Date: October 22, 2013



**REPORT TO THE BOARD MEETING  
OCTOBER 22, 2013  
STATEMENT OF REVENUE & EXPENDITURES  
AS AT SEPTEMBER 30, 2013**

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**BACKGROUND INFORMATION**

In accordance with the Monthly Financial Reports Policy Statement, please be advised that a summarized Statement of Revenue and Expenditures by Department as at September 30, 2013 will be presented to the Trustees at the Board Meeting.

(See Appendix A)

As required by the Policy, a copy of the Financial Statement is available in the Holy Cross Community Room for the Trustees to review at their convenience.

**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the Report on the Statement of Revenue and Expenditures as at September 30, 2013 as presented.

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Prepared by: William Tumath, Manager of Accounting Services  
Presented by: Giancarlo Vetrone, Superintendent of Business & Financial Services  
Recommended by: John Crocco, Director of Education/Secretary-Treasurer  
Date: October 22, 2013



## Appendix A

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
SUMMARY OF REVENUE AND EXPENDITURES - CLOSED  
SUMMARY STATEMENT  
AS AT SEPTEMBER 30, 2013**

For presentation at Board Meeting October 22, 2013

ACCOUNT DESCRIPTION	THIS YEAR			CHANGES	LAST YEAR		
	EXPENDED	BUDGET	% LEFT		EXPENDED	BUDGET	% LEFT
<b>REVENUE</b>							
REVENUE	-36,263,736	-252,877,171	85.7%		-36,100,729	-251,780,708	85.7%
<b>TOTAL REVENUE</b>	<b>-36,263,736</b>	<b>-252,877,171</b>	<b>85.7%</b>		<b>-36,100,729</b>	<b>-251,780,708</b>	<b>85.7%</b>
<b>EXPENDITURES</b>							
BOARD ADMINISTRATION	719,840	6,810,166	89.4%		782,301	7,371,588	89.4%
ELEMENTARY SCHOOLS	9,269,806	127,673,043	92.7%		8,552,081	124,939,319	93.2%
SECONDARY SCHOOLS	5,085,045	68,859,964	92.6%		4,830,538	69,371,333	93.0%
CONTINUING EDUCATION	275,869	6,534,700	95.0%		276,457	5,834,515	96.3%
PLANT OPERATIONS	678,533	16,632,073	95.9%		655,640	16,903,100	96.1%
PLANT MAINTENANCE	127,149	3,673,512	96.5%		117,470	3,645,292	96.8%
TRANSPORTATION	295,767	9,728,201	97.0%		156,183	9,539,412	98.4%
CAPITAL AND OTHER EXPENDITURES	585,359	13,965,412	96.8%		1,057,566	14,176,139	92.5%
<b>TOTAL EXPENDITURES</b>	<b>17,037,487</b>	<b>262,877,171</b>	<b>93.3%</b>		<b>16,428,234</b>	<b>261,780,708</b>	<b>93.6%</b>

PREPARED BY : William Tumath  
Finance Department

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED**  
**FOR THE PERIOD ENDED: SEPTEMBER 30, 2013**  
**BOARD ADMINISTRATION**

ACCOUNT	THIS YEAR TO DATE				LAST YEAR TO DATE		
	EXPENDED	BUDGET	% LEFT	CHANGES	EXPENDED	BUDGET	% LEFT
SALARY & BEN - TRUSTEES	8,381	233,262	96.4		10,271	232,744	95.6
SALARY & BEN - SENIOR STAFF	93,676	1,346,260	93.0		108,434	1,343,673	91.9
SALARY & BEN - MANAGERS	118,752	1,251,280	90.5		123,932	1,619,022	92.4
SALARY & BEN - TECHNICAL	28,250	456,547	93.8		25,369	329,910	92.3
SALARY & BEN - CLERICAL	153,856	1,937,287	92.1		162,547	1,931,361	91.6
TEMPORARY STAFF	2,179	64,448	96.6		2,230	64,388	96.5
PROFESSIONAL DEVELOPMENT	11,512	62,500	81.6		12,829	62,500	79.5
SUPPLIES - ADMINISTRATION	5,234	463,082	98.9		10,939	472,500	97.7
SUPPLIES - HUMAN RESOURCES	3,404	20,000	83.0		2,356	20,000	88.2
SUPPLIES - COMPUTER SERVICE	15,772	62,500	74.8		55,793	62,500	10.7
SUPPLIES - PLANT OPERATIONS	17,506	380,000	95.4		16,010	380,000	95.8
SUPPLIES - BUILDING MAINTENANCE	1,055	50,000	97.9		246	50,000	99.5
FURNITURE & EQUIPMENT	0	48,000	100.0		43	48,000	99.9
FEES & CONTRACTS	259,763	395,000	34.2		250,273	715,000	65.0
MISCELLANEOUS EXPENDITURES	500	40,000	98.8		1,025	40,000	97.4
<b>TOTAL - BOARD ADMINISTRATION</b>	<b>719,840</b>	<b>6,810,166</b>	<b>89.4</b>	<b> </b>	<b>782,297</b>	<b>7,371,598</b>	<b>89.4</b>

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED**  
**FOR THE PERIOD ENDED: SEPTEMBER 30, 2013**  
**ELEMENTARY SCHOOLS**

ACCOUNT	THIS YEAR TO DATE				LAST YEAR TO DATE		
	EXPENDED	BUDGET	% LEFT	CHANGES	EXPENDED	BUDGET	% LEFT
CLASSROOM TEACHERS	5,994,737	85,001,452	93.0		5,774,634	83,415,659	93.1
OCCASSIONAL TEACHERS	143,555	2,760,745	94.8		100,563	2,926,379	96.6
TEACHER ASSISTANTS	1,215,989	18,599,490	93.5		1,114,649	16,982,224	93.4
PROFESSIONAL STAFF	239,486	2,816,950	91.5		236,871	2,748,289	91.4
LIBRARY TECHNICIANS	132,760	2,224,330	94.0		136,289	2,051,968	93.4
PRINCIPALS & V.PS.	663,105	7,297,827	90.9		598,153	7,259,793	91.8
SCHOOL SECRETARIES	157,904	2,462,711	93.6		162,991	2,575,112	93.7
TEACHER CONSULTANTS	99,253	1,108,915	91.1		74,347	1,109,941	93.3
SALARY & BEN - CLERICAL	17,693-	0	0.0		0	0	0.0
PROFESSIONAL DEVELOPMENT	182	380,000	100.0		12,846	430,000	97.0
PROGRAM CLASSROOM RESOURCE	65,124	1,012,500	93.6		207,033	1,555,000	86.7
CLASSROOM SUPPLIES	114,696	1,460,280	92.2		40,560	1,492,869	97.3
PROGRAM SUPPLIES	5,092	195,000	97.4		3,777	195,000	98.1
SCHOOL ADMIN. SUPPLIES	48,569	380,000	87.2		42,729	380,000	88.8
COMPUTERS - CLASSROOM	368,588	1,281,561	71.2		41,780	1,119,976	96.3
COMPUTERS - NON CLASSROOM	21,887	49,956	56.2		0	49,956	100.0
F & E - CLASSROOM	16,571	600,456	97.2		4,850	604,939	99.2
F & E - NON CLASSROOM	0	40,870	100.0		0	42,214	100.0
<b>TOTAL - ELEMENTARY SCHOOLS</b>	<b>9,269,805</b>	<b>127,673,043</b>	<b>92.7</b>	<b> </b>	<b>8,552,072</b>	<b>124,939,319</b>	<b>93.2</b>

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED**  
**FOR THE PERIOD ENDED: SEPTEMBER 30, 2013**  
**SECONDARY SCHOOLS**

ACCOUNT	THIS YEAR TO DATE				LAST YEAR TO DATE		
	EXPENDED	BUDGET	% LEFT	CHANGES	EXPENDED	BUDGET	% LEFT
CLASSROOM TEACHERS	3,517,098	48,539,423	92.8		3,369,413	48,660,862	93.1
OCCASSIONAL TEACHERS	75,626	1,428,715	94.7		74,409	1,656,678	95.5
TEACHER ASSISTANTS	306,450	4,331,430	92.9		322,129	4,747,417	93.2
PROFESSIONAL STAFF	102,353	1,683,704	93.9		102,762	1,419,447	92.8
LIBRARY TECHNICIANS	28,140	409,215	93.1		27,193	408,900	93.4
PRINCIPALS & V.PS.	244,053	3,157,475	92.3		241,546	3,018,686	92.0
SCHOOL SECRETARIES	132,140	1,793,332	92.6		140,930	2,054,006	93.1
TEACHER CONSULTANTS	41,884	1,004,371	95.8		47,031	901,065	94.8
SALARY & BEN - CLERICAL	4,672	0	0.0		0	0	0.0
LIBRARY & GUIDANCE - TEACHING	198,703	1,932,826	89.7		198,287	1,923,258	89.7
PROFESSIONAL DEVELOPMENT	313	101,550	99.7		966	120,000	99.2
PROGRAM CLASSROOM RESOURCE	142,059	2,011,227	92.9		222,670	2,076,227	89.3
CLASSROOM SUPPLIES	89,940	1,368,656	93.4		59,016	1,370,613	95.7
PROGRAM SUPPLIES	639	66,091	99.0		566	66,091	99.1
SCHOOL ADMIN. SUPPLIES	24,201	205,000	88.2		16,146	204,998	92.1
COMPUTERS - CLASSROOM	165,186	630,830	73.8		7,475	545,476	98.6
COMPUTERS - NON CLASSROOM	11,588	25,000	53.7		0	25,000	100.0
F & E - CLASSROOM	0	76,790	100.0		0	80,240	100.0
F & E - NON CLASSROOM	0	22,329	100.0		0	20,369	100.0
FEES & CONTRACTS	0	72,000	100.0		0	72,000	100.0
<b>TOTAL - SECONDARY SCHOOLS</b>	<b>5,085,045</b>	<b>68,859,964</b>	<b>92.6</b>	<b> </b>	<b>4,830,539</b>	<b>69,371,333</b>	<b>93.0</b>

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED**  
**FOR THE PERIOD ENDED: SEPTEMBER 30, 2013**  
**CONTINUING EDUCATION**

ACCOUNT	THIS YEAR TO DATE				LAST YEAR TO DATE		
	EXPENDED	BUDGET	% LEFT	CHANGES	EXPENDED	BUDGET	% LEFT
TEACHER ASSISTANTS	0	45,436	100.0		0	36,978	100.0
PROFESSIONAL STAFF	8,305	104,500	92.1		8,245	104,500	92.1
LIBRARY TECHNICIANS	7	0	0.0		0	0	0.0
PRINCIPALS & V.PS.	37,008	474,594	92.2		36,654	355,614	89.7
SCHOOL SECRETARIES	27,929	389,343	92.8		28,219	397,475	92.9
TEMPORARY STAFF	988	28,779	96.6		570	22,616	97.5
GRANT OFFICERS	0	16,167	100.0		0	16,167	100.0
A.E. TEACHERS / INSTRUCTORS	79,223	3,289,271	97.6		78,368	3,732,196	97.9
PROFESSIONAL DEVELOPMENT	1,500	13,400	88.8		0	20,300	100.0
PROGRAM CLASSROOM RESOURCE	23,589	415,578	94.3		48,167	429,390	88.8
CLASSROOM SUPPLIES	123,801	752,632	83.6		76,234	679,279	88.8
COMPUTERS - CLASSROOM	26,481	5,000	629.6		0	40,000	100.0
<b>TOTAL - CONTINUING EDUCATION</b>	<b>275,869</b>	<b>5,534,700</b>	<b>95.0</b>		<b>276,457</b>	<b>5,834,515</b>	<b>95.3</b>

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED**  
**FOR THE PERIOD ENDED: SEPTEMBER 30, 2013**  
**PLANT OPERATIONS**

ACCOUNT	THIS YEAR TO DATE				LAST YEAR TO DATE		
	EXPENDED	BUDGET	% LEFT	CHANGES	EXPENDED	BUDGET	% LEFT
SALARY & BEN - MANAGERS	56,009	815,922	93.1		62,318	866,501	92.8
SALARY & BEN - CARETAKERS	377,124	5,415,004	93.0		361,400	5,336,302	93.2
SALARY & BEN - CLEANERS	118,852	4,272,145	97.2		137,390	4,251,280	96.8
SALARY & BEN - CLERICAL	8,865	131,502	93.3		8,681	196,517	95.6
PROFESSIONAL DEVELOPMENT	0	10,000	100.0		225	10,000	97.8
SUPPLIES - UTILITIES	19,524	3,370,000	99.4		3,267	3,370,000	99.9
SUPPLIES - PLANT OPERATIONS	17,234	762,500	97.7		5,495	762,500	99.3
SUPPLIES - GROUNDS	0	575,000	100.0		4,878	875,000	99.4
F & E - PLANT OPERATIONS	81,025	675,000	88.0		71,985	675,000	89.3
FEES & CONTRACTS	0	605,000	100.0		0	560,000	100.0
<b>TOTAL - PLANT OPERATIONS</b>	<b>678,633</b>	<b>16,632,073</b>	<b>95.9</b>	<b> </b>	<b>655,639</b>	<b>16,903,100</b>	<b>96.1</b>

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED**  
**FOR THE PERIOD ENDED: SEPTEMBER 30, 2013**  
**PLANT MAINTENANCE**

ACCOUNT	THIS YEAR TO DATE				LAST YEAR TO DATE		
	EXPENDED	BUDGET	% LEFT	CHANGES	EXPENDED	BUDGET	% LEFT
SALARY & BEN - MANAGERS	38,869	528,311	92.6		39,271	510,573	92.3
SALARY & BEN - TECHNICAL	62,605	1,079,765	94.2		40,810	1,079,870	96.2
SALARY & BEN - CLERICAL	7,310	89,654	91.9		7,117	78,985	91.0
TEMPORARY STAFF	816	5,382	84.8		234	5,364	95.6
PROFESSIONAL DEVELOPMENT	209	7,500	97.2		0	7,500	100.0
SUPPLIES - PLANT OPERATIONS	1,054	400,000	99.7		794-	400,000	100.2
SUPPLIES - GROUNDS	1,379	180,000	99.2		228	180,000	99.9
SUPPLIES - PLANT MAINTENANCE	2,040	169,000	98.8		4,795	169,000	97.2
SUPPLIES - BUILDING MAINTENANCE	11,445	1,102,500	99.0		25,607	1,102,500	97.7
F & E - PLANT MAINTENANCE	0	36,500	100.0		0	36,500	100.0
FEES & CONTRACTS	1,422	75,000	98.1		200	75,000	99.7
<b>TOTAL - PLANT MAINTENANCE</b>	<b>127,149</b>	<b>3,673,612</b>	<b>96.5</b>	<b> </b>	<b>117,468</b>	<b>3,645,292</b>	<b>96.8</b>

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
 UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED  
 FOR THE PERIOD ENDED: SEPTEMBER 30, 2013  
 TRANSPORTATION DEPARTMENT**

ACCOUNT	THIS YEAR TO DATE			LAST YEAR TO DATE		
	EXPENDED	BUDGET	% LEFT	EXPENDED	BUDGET	% LEFT
SALARY & BEN - MANAGERS	6,504	117,371	94.5	6,414	115,222	94.4
SALARY & BEN - TECHNICAL	5,358	169,736	96.8	5,320	172,959	96.9
SALARY & BEN - CLERICAL	0	25,332	100.0	0	22,760	100.0
SUPPLIES - ADMINISTRATION	20	76,799	100.0	21	75,707	100.0
FURNITURE & EQUIPMENT	0	10,581	100.0	0	12,675	100.0
FEES & CONTRACTS	283,885	9,328,382	97.0	144,428	9,140,089	98.4
<b>TOTAL - TRANSPORTATION DEPARTMENT</b>	<b>295,767</b>	<b>9,728,201</b>	<b>97.0  </b>	<b>156,183</b>	<b>9,539,412</b>	<b>98.4</b>



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED**  
**FOR THE PERIOD ENDED: SEPTEMBER 30, 2013**  
**CAPITAL AND OTHER EXPENDITURES**

ACCOUNT	THIS YEAR TO DATE				LAST YEAR TO DATE		
	EXPENDED	BUDGET	% LEFT	CHANGES	EXPENDED	BUDGET	% LEFT
GOOD PLACES TO LEARN	0	1,780,912	100.0		0	1,933,974	100.0
FACILITY RENEWAL PROJECTS	0	624,666	100.0		0	624,666	100.0
DEBT CHARGES BEFORE MAY, 1998	0	239,573	100.0		0	311,506	100.0
DEBT CHARGES AFTER MAY, 1998	0	117,487	100.0		0	117,487	100.0
NEW PUPIL PLACES	585,359	2,082,470	71.9		1,057,566	2,191,952	51.8
AMORTIZATION & NET LOSS DISPOSALS	0	9,120,304	100.0		0	8,996,554	100.0
<b>TOTAL - CAPITAL AND OTHER EXPENDITUR</b>	<b>585,359</b>	<b>13,965,412</b>	<b>95.8</b>	<b> </b>	<b>1,057,566</b>	<b>14,176,139</b>	<b>92.5</b>

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED**  
**FOR THE PERIOD ENDED: SEPTEMBER 30, 2013**

ACCOUNT	THIS YEAR TO DATE				LAST YEAR TO DATE				
	EXPENDED	BUDGET	% Left		CHANGES		EXPENDED	BUDGET	% Left
<b>GRAND TOTAL-</b>	17,037,467	252,877,171	93.3				16,428,234	251,780,708	93.5

Prepared by : William Tumath  
 Finance Department

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
OCTOBER 22, 2013**

***PUBLIC SESSION***

**TOPIC: TRUSTEE INFORMATION  
SPOTLIGHT ON NIAGARA CATHOLIC – OCTOBER 8, 2013**

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# Spotlight

## on NIAGARA CATHOLIC

*Nurturing Souls & Building Minds*

[www.niagaracatholic.ca](http://www.niagaracatholic.ca)

October 8, 2013



### Introducing Niagara Catholic's 2013-2014 Secondary Student Senate



***Niagara Catholic's 2013-2014 Student Senate was introduced to the Board of Trustees during the October 8th Committee of the Whole Meeting. Student Senate plays a key role in organizing events throughout the year, including the upcoming Niagara Catholic Student Symposium, and also ensures that student voices are well represented throughout Niagara Catholic.***

### 125 Enrolled in French Immersion

One-hundred and twenty-five students in ELKP and Grade One have enrolled in French Immersion classes at five Niagara Catholic elementary schools.

Our Lady of Fatima Catholic Elementary School in St. Catharines has 49 students enrolled in the French Immersion program - 20 in the Early Learning Kindergarten Program (ELKP) and 18 in Grade 1.

Another 20 ELKP students are enrolled in French Immersion at Notre Dame Catholic Elementary School in Niagara Falls.

Fifty-six students are enrolled in French Immersion at three other schools: 20 students each at St. Mark Catholic Elementary School in Beamsville and St. Thomas More Catholic Elementary School in Niagara Falls, and 16 students at Holy Name Catholic Elementary School in Welland.

### Denis Morris Principal Ted Farrell Appointed As Newest Niagara Catholic Superintendent of Education

Ted Farrell is Niagara Catholic's newest Superintendent of Education.

Mr. Farrell took over his new role October 7th. Prior to his appointment, he was Principal of Denis Morris Catholic High School in St. Catharines. He replaces Mario Ciccarelli, who announced his retirement in August, after 31 years of service to Niagara Catholic.

Denis Morris Vice-Principal Glenn Gifford will serve as Principal of the school until the end of the first semester. Beginning on January 30th, 2014, Mr. Gifford will become Principal of Lakeshore Catholic High School, and Lakeshore Catholic Principal Danny DiLorenzo will take over the administrative duties at Denis Morris Catholic High School.



## Catholic School Council Statements

In compliance with the Education Act, school councils are required to provide principals with a written report on the activities of the previous year. If the school council engaged in fundraising activities, a detailed report of all fundraising events and activities are required to be part of the report. The reports are then submitted to the Board for review.

During the October 8th Committee of the Whole Meeting, the reports from the Catholic School Councils at all 59 Niagara Catholic elementary and secondary schools were presented to the Board.

Individuals interested in seeing the Catholic School Council report for a specific school may contact the school.

## Coming Up:

**October 22:**

Policy Committee Meeting; Board Meeting

**October 24/25:**

When Faith Meets Pedagogy

**October 27:**

Annual Pilgrimage

**October 29:**

Student Symposium

**October 31:**

Happy Halloween!



## Grade 9 Math, Ontario Literacy EQAO Results Released

Niagara Catholic has released the results of the EQAO Grade 9 Mathematics Assessment and the Ontario Secondary School Literacy Test.

Eighty-six per cent of Niagara Catholic students who took the Ontario Secondary School Literacy Test successfully completed it, four per cent higher than the Provincial success rate of 82 per cent. Eighty-nine per cent of females who took the test were successful, and 82 per cent of males passed the test, in excess of the Provincial results of 89 per cent and 82 per cent respectively. The 2012-2013 results mirror those from the year before.

Eighty-two per cent of students in the Academic stream and 40 per cent of students in the Applied program met the Provincial standard for the Grade 9 EQAO Math Assessment, slightly below the Provincial results, which were 84 and 44 per cent respectively. Eighty-four per cent of males and 81 per cent of females in the Academic program met the Provincial standards. Across Ontario, 85 per cent of males and 84 per cent of females in the Academic stream met the provincial standard.

Overall, Niagara Catholic has shown a five per cent increase in results over the past five years for students in the academic stream, two per cent higher than the provincial results. Niagara Catholic's results have also grown in the Applied stream, climbing two per cent over the past five years.

The EQAO results are one of many assessment tools used by teachers to gauge student success. Staff will continue to use these results, along with other assessment tools, to assist students in reaching their full academic potential.

## Board Updated on Capital Projects Currently in Progress

Controller of Facilities Services Scott Whitwell provided Trustees with a capital projects update during the October 8th Committee of the Whole Meeting.

Six Catholic elementary schools were renovated in 2013, as part of Phase Four of the Early Learning Kindergarten Program (ELKP). Contractors are currently working to resolve deficiencies at Mary Ward, St. Alexander, St. Andrew, St. Kevin and St. Philomena Catholic Elementary Schools. Renovations to St. John Catholic Elementary School are scheduled to be completed this month.

Three Catholic elementary schools will be renovated throughout the 2013-2014 academic year to accommodate Phase 5 of the implementation of ELKP at Niagara Catholic. The design stage is currently under way at Canadian Martyrs, Loretto and St. John Bosco Catholic Elementary Schools.



The addition to Saint Michael Catholic Secondary School is now under way. The new parking/bus loading area was completed for the start of the school year and footing and foundation walls are well under way.

Mr. Whitwell also discussed the Board's current Capital Priorities at St. Martin, St. James and Our Lady of Mount Carmel Catholic Elementary Schools and Lakeshore Catholic High School. The Township of West Lincoln approved a rezoning request for the site of a new St. Martin Catholic Elementary School, and the land has been purchased. Design and development are now under way and the completion date is set for March 2015.

Design plans are also in progress for St. James, Our Lady of Mount Carmel Catholic Elementary Schools and Lakeshore Catholic High School.



**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
OCTOBER 22, 2013**

***PUBLIC SESSION***

**TOPIC: TRUSTEE INFORMATION  
CALENDAR OF EVENTS – NOVEMBER 2013**

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NIAGARA  
CATHOLIC  
DISTRICT SCHOOL  
BOARD

Nurturing  
SOULS  
&  
Building

# November 2013

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					<b>1</b> All Saints Day	<b>2</b>
<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b> Gr. 8 Orientation/ Take Our Kids to Work Day	<b>7</b>	<b>8</b> Niagara Foundation event: Evening in Tuscany	<b>9</b>
<b>10</b>	<b>11</b>	<b>12</b> CW Meeting	<b>13</b> Celebrating Junior Artists Gala	<b>14</b> Niagara Catholic for Life NCPIC Meeting	<b>15</b> Elementary/ Secondary PA Day	<b>16</b>
<b>17</b>	<b>18</b> Secondary Midterm Reports issued	<b>19</b>	<b>20</b> Elementary Report Cards issued	<b>21</b> Niagara Catholic Spelling Bee	<b>22</b>	<b>23</b>
<b>24</b>	<b>25</b>	<b>26</b> Policy Committee Board Meeting	<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
OCTOBER 22, 2013**

***PUBLIC SESSION***

**TOPIC: TRUSTEE INFORMATION  
OCSTA CATHOLIC TRUSTEES' PROFESSIONAL  
DEVELOPMENT SEMINAR – JANUARY 17 & 18, 2013**

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**2014 Catholic Trustees' Professional Development Seminar**  
**Preliminary Program**  
**Theme: Building Community**

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**Friday, January 17, 2014**

<b>Time</b>	<b>Event</b>
7:30 a.m.	<b>Registration</b>
7:30 a.m.	<b>Breakfast</b>
8:30 a.m.	<b>Gathering Prayer</b> <i>Father Pat Fitzpatrick, Chaplain</i> <i>Ontario Catholic School Trustees' Association</i>
	<b>Welcome Remarks</b> <i>Colleen Landers, Chair, Conference Committee</i> <i>Ontario Catholic School Trustees' Association</i>
8:45 a.m.	<b>Keynote Address – Building Community</b> <i>Fr. Raymond de Souza</i> <i>Chaplain, Newman House, Queen's University</i> <i>Editor-in-Chief, Convivium</i> <i>Columnist, National Post &amp; Catholic Register</i>
9:45 a.m.	<b>Break</b>
10:00 a.m.	<b>Building Bridges for Catholic Education: The Home, School &amp; Parish Opportunity</b> <i>Michelle Griepsma, Trustee, Peterborough Victoria Northumberland &amp; Clarington CDSB</i> <i>Orlanda Sousa, President, Ontario Association of Parents in Catholic Education</i> <i>Fr. Phil Smith, St. Roch's Parish, Toronto</i> <i>CPOO Representative (TBC)</i>
11:00 a.m.	<b>President's Report &amp; Q &amp; A</b> <i>Marino Gazzola, President</i> <i>Ontario Catholic School Trustees' Association</i>
12:00 p.m.	<b>Lunch</b>
1:00 p.m.	<b>New Bargaining Model (TBC)</b>
2:15 p.m.	<b>Break</b>

- 2:30 p.m.                    **How Catholic School Trustees can Leverage Social Media to Advance Board Priorities**  
*Speaker (TBA)*
- 3:45 p.m.                    **Meeting Adjourned**
- 5:30 p.m.                    **Reception (Cash Bar)**
- 6:15 p.m.                    **Buffet Dinner (Cash Bar)**

**Saturday, January 18, 2014**

- | <b>Time</b> | <b>Event</b>   |
|-------------|--|
| 7:30 a.m.   | <b>Breakfast</b>   |
| 8:30 a.m.   | <b>Eucharistic Celebration</b><br><br><i>Presider: <b>Father Patrick Fitzpatrick</b>, Chaplain<br/>Ontario Catholic School Trustees' Association</i><br><br><i>Musical Liturgists: <b>Nancy Bodsworth</b><br/><b>Jeff Boss</b><br/><b>Ginny Bodsworth</b><br/><b>Michael Bodsworth</b></i> |
| 9:30 a.m.   | <b>Module 11: Conflict of Interest</b><br><i>Speaker (TBC)</i>   |
| 11:00 a.m.  | <b>Closing Remarks &amp; Adjournment</b>   |



Ontario Catholic School  
Trustees' Association

October 8, 2013

**MEMO TO:** Trustees, Directors of Education & Student Trustees  
Catholic District School Boards

**FROM:** Margaret Binns, Office Administrator

**RE:** 2014 Catholic Trustees' Professional Development Seminar

### Theme: Building Community

We are pleased to invite you to attend OCSTA's 2014 Catholic Trustees' Professional Development Seminar, January 17 and 18 at the International Plaza Hotel, 655 Dixon Rd, Toronto. This event offers the opportunity for OCSTA members to:

- **Examine** fresh perspectives on the Home-School-Parish opportunity, as presented by panelists representing parents, principals, parishes and trustees.
- **Actively** participate in the presentation of the final module of the Trustee Training program of the Ministry of Education, Module 11: *Conflict of Interest; quasi-judicial hearings – some legal aspects of governance*. This module will explore:
  - *Public trust and the position of school board trustees*
  - *Trustee obligations and Conflict of Interest*
  - *The trustee's role in quasi-judicial hearings (student suspensions and expulsions)*
- **Learn** how Catholic School Trustees can leverage social media to advance board priorities;
- **Celebrate** Mass as a provincial community of Catholic school board leaders; and
- **Network** with trustee peers from across the province.

### Seminar Registration Information

**Early Bird Fee** (until December 6, 2013)

\$327.70 (\$290.00 + \$37.70 HST)

**Full payment must be received in the OCSTA office by this date.**

**Regular Fee** (after December 6, 2013)

\$350.30 (\$310.00 + \$40.30 HST)

**Student Trustee Fee**

\$226.00 (\$200.00 + \$26.00 HST)

**Spouse/Guest Dinner Ticket**

\$84.75 (\$75.00 + \$ 9.75 HST)

The delegate registration fee includes meals and admission to all sessions of the OCSTA Catholic

Trustees' Professional Development Seminar.

Non-registrants attending Friday night's dinner must purchase a dinner ticket. Please take note of the cancellation policy on the next page.

Please click [here](#) to complete the on-line registration form.

Please make cheques payable to:

OCSTA

Attention: Ashlee Cabral

1804 – 20 Eglinton Avenue West,

P.O. Box 2064

Toronto, ON M4R 1K8

## Cancellation Policy

### *Registration Fees:*

- **Prior to December 6, 2013** – full refund
- **December 7 to 13, 2013** – 25% of the registration fee will be charged.
- **December 14 to 20, 2013** – 50% of the registration fee will be charged.
- **After December 20, 2013** – no refund, under any circumstances will be issued. Substitutions are welcomed.

### *Spouse/Guest Dinner Ticket:*

A full refund will be issued for cancellations received by **January 6, 2014**. No refunds will be issued after that date. Substitutions are welcomed.

All cancellations must be submitted to Ashlee Cabral by email at [acabral@ocsta.on.ca](mailto:acabral@ocsta.on.ca) or by fax at 416-932-9459 within the specified timelines.

## Hotel Registration

### *Room Rates:*

The International Plaza Hotel has set aside a block of rooms for delegates and guests attending the OCSTA 2014 Catholic Trustees' Professional Development Seminar, starting at the discounted

rate of **\$137.00 + applicable taxes**. Boards are asked to make room reservations directly with the hotel by calling 416-244-1711, 1-800-668-3656, or on-line at [International Plaza Hotel](#). Be sure to identify yourself as being an OCSTA delegate when booking by telephone to secure the group discount rate.

In order to secure this rate, **rooms must be booked by January 3, 2014**. After this date the rate will be provided on the basis of availability.

Late checkout and early departure fees apply as follows:

- Early departure fee (check-out prior to the original departure date) = \$50.00
- Late departure fee (check-out at 3:00 p.m.) = \$50.00
- Late departure fee (check-out at 7:00 p.m.) = \$89.00

If you require additional information, please contact OCSTA at 416-932-9460.

**If you have any Special Dietary needs (not preferences), please contact Margaret Binns, OCSTA Office Administrator, at 416-932-9460 ext. 228, by no later than December 13, 2013.**

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
OCTOBER 22, 2013**

***PUBLIC SESSION***

**TOPIC: TRUSTEE INFORMATION  
2014 AGM & CONFERENCE RESOLUTIONS**

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Ontario Catholic School  
Trustees' Association

October 10, 2013

**MEMO TO:** Chairpersons and Directors of Education  
Catholic District School Boards

**FROM:** Margaret Binns, Office Administrator

**RE:** 2014 AGM & Conference Resolutions

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The 2014 OCSTA Annual General Meeting will once again offer an opportunity for delegates to consider and vote on all resolutions received from our members.

The resolution process provides member boards with the opportunity to bring important issues, which have provincial implications, to the attention of all trustees in the province.

Please note that OCSTA employs a separate process from the AGM Resolutions by which boards can highlight education funding issues requiring Association action and advocacy. OCSTA regularly seeks boards' input on financial issues, and based on this process, identifies issues to be included in the annual Finance Brief. Should a board prefer to use the AGM Resolutions process for funding issues with provincial implications, they are, of course, welcome to do so.

The processing of all resolutions is a fundamental responsibility of the Association. Attached please find guidelines to assist you in the preparation of your resolution(s).

**THE DEADLINE FOR RECEIPT OF RESOLUTIONS  
IN THE OCSTA OFFICE IS 12:00 P.M. EST.  
JANUARY 31, 2014**

# Guidelines for Preparing Resolutions

To improve the effectiveness of the resolution process, we ask boards to review the following guidelines.

Resolutions are your opportunity to address problems, solutions or concerns, which affect Catholic education in Ontario. A resolution approved by the membership at the Annual General Meeting calls for priority action by OCSTA and the commitment of OCSTA resources to address the particular issue outlined in the resolution.

## A. Criteria for Submitting a Resolution

A resolution should:

- a. Address an area of concern for the province's Catholic school boards.
- b. Concern a matter which requires attention or action.
- c. Be written in language appropriate for province-wide consideration (language contained in resolutions is often incorporated into subsequent communications to the government or other relevant parties).
- d. Be accompanied by substantiated rationale.
- e. Not deal with education funding issues (a separate process has been created to deal with this type of issue).

## B. Steps in Preparing a Resolution

1. Identify the concern. Be sure the concern is a matter of **province-wide** scope.
2. Research and gather sufficient supporting background materials to substantiate the resolution. If the concern has been presented/dealt with in a previous resolution, review the outcome of that process to assess what changes in approach/additional information might be useful.
3. Write the resolution in the following proposed format taking care to ensure that:
  - a. Each "*Whereas*" is accompanied by adequate background material.
  - b. The "*Therefore be it Resolved*" directs OCSTA to take specific action.

## C. Writing A Resolution

Structure

The resolution should be assigned a succinct title that identifies the problem or issue (or its proposed solution). There should be two parts to the resolution: a preamble followed by a resolving clause (or clauses).

### 1. Preamble

The preamble is a brief statement of background or rationale coming before the resolving clause(s). The purpose of the preamble is to provide information without which the point or the merits of a resolution are likely to be poorly understood.

Each clause in a preamble is written as a separate paragraph, beginning with the word "WHEREAS".

## 2. Resolving Clauses

A resolving clause indicates what action(s) is to be taken given the “WHEREAS” clause(s) in the preamble. If more than one action is being recommended, the “Therefore be It Resolved” portion should be divided into a), b), c), etc.

## 3. Submission Statement

Please include the following information in the submission statement.

[Mover’s Name]  
[Secunder’s Name]  
[Board Name]  
[Topic]

### D. **Submission Deadline Date**

The deadline date for receipt of resolutions in the OCSTA office is **12:00 p.m. EST, January 31, 2014**. We encourage boards to submit their resolutions by email to Jane Ponte at [jponte@ocsta.on.ca](mailto:jponte@ocsta.on.ca). The provincial office will distribute, in the delegate kits, resolutions to be presented from the floor provided a minimum of 225 copies of each resolution (and background material, if applicable) are received in the Provincial Office by **April 11, 2014**.

### E. **Regulations**

Please see the attached current regulations regarding submission and presentation of resolutions at the AGM.

These guidelines and the enclosed template and the resolution session procedures have been provided as a reference that we hope you will find useful in preparing effective resolutions for your Association and Catholic education in Ontario.

Thank you.



# Template

Please **do not use** tables, text boxes or any type of graphic. The type of font to be used in this document is **Times New Roman 12pt.**

The following example is taken from a Resolution dealt with at a previous AGM and is provided for your reference.

**Moved by:** [Mover's Name] [Board Name]

**Seconded by:** [Seconder's Name]

**Topic:** [e.g. Vacancies on School Boards]

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**Whereas:** from time to time a vacancy occurs in the office of a member of the board; and

**Whereas:** according to Section 221(1) of the *Education Act*, the vacancy must be filled by either a by-election or by appointment; and

**Whereas:** boards choosing to appoint a new trustee will, most commonly, engage in an open and fair process of selection; and

**Whereas:** the *Education Act* requires that the process be fully completed within 60 days of the office becoming vacant; and

**Whereas:** the 60 day time period may encompass a part of the year (e.g. Christmas, summer months, March Break) when board operations and processes are reduced, thus making the timelines very tight and, potentially, unmanageable;

**Therefore be it Resolved that:**

OCSTA petition the Ministry of Education to review the section of the *Education Act* which relates to trustee vacancies with a view to extending the timeline by either increasing the number of days or altering the requirement that the process be completed within a designated number of regular school days.

If you have any questions regarding this template please contact **Jane Ponte either by telephone at 416-932-9460 ext. 223 or by e-mail at [jponte@ocsta.on.ca](mailto:jponte@ocsta.on.ca).**

## *Explanation of Committee Recommendations & Resolution Session Procedures*

Resolution sessions will be conducted using “**Robert’s Rules of Order**” and the provisions of the OCSTA Constitution. The chairperson of the session will ensure compliance with their rules.

### *Explanation of Committee Recommendations*

The Conference Committee will study the resolutions and offer recommendations on the best way to meet their intent. The recommendations and their implications are:

- i. **Approve**  
The direction given in the “therefore be it resolved” section of the resolution will be carried out.
- ii. **Approve and refer to the ..... committee for appropriate implementation.**  
The resolution will be forwarded to the designated committee for implementation.
- iii. **Receive and refer to the ..... committee for study.**  
The resolution will be forwarded to the designated committee for study. Following the study and receipt of the committee’s recommendation, the Board of Directors will determine whether or not the resolution will be implemented.
- iv. **Not approve**  
No action will be taken.
- v. **No recommendation**  
The committee is not making any recommendation with respect to the resolution.
- vi. **No action required**  
The intent of the resolution has been met. No further action will be taken.

### *Resolution Session Procedures*

Delegates wishing to speak to a resolution must go to one of the floor microphones and state their name and the name of the board they represent.

The mover of a resolution will have the opportunity to be the first and last to speak to that resolution. Other trustees may speak **once** to a resolution.

The chairperson may declare a motion out of order giving the reasons for doing so. The chairperson’s decision may be challenged by a majority vote of those voting delegates present **at the session** when the vote is called.

Voting will be by a show of hands. Delegates carrying proxies must have and show proper identification - i.e. proxy badge. Ballots will be provided in the event that a vote by ballot is called for.

**Note Re Quorum:** *A quorum for the transaction of business at any general meeting of Members shall consist of not fewer than forty (40) individuals entitled to vote, present in person.*

## ***Grouped Resolutions***

- a. the chair of the session will ask for a mover and seconder to approve the **grouping** of various related resolutions.
- b. the chair of the session will ask for movers and seconders for the committee recommendation for each group.
- c. delegates will vote on the committee recommendation for each group.

Delegates may request that any resolution(s) be removed from a “group” to be handled individually. These will be addressed when the group from which they have been removed has been dealt with.

## ***Resolutions Handled Individually***

*These will include resolutions removed from the groups, resolutions for which the committee has not made any recommendation and resolutions from the floor.*

### **A. Resolutions with committee recommendations**

1. The chair of the session will announce the resolution number and the name of the sponsoring board:
  - the chair will call for the sponsoring board to move and second **the committee recommendation;**
  - delegates will speak to the committee recommendation;
  - delegates will vote on the committee recommendation.
2. If the sponsoring board does not move the committee recommendation from the floor:
  - the chair will call for the sponsoring board to move their **original resolution;**
  - delegates will speak to the resolution;
  - delegates will vote on the resolution.
3. If the original resolution is not moved by the sponsoring board, the resolution will be withdrawn.

### **B. Resolutions without committee recommendations**

1. These resolutions will be handled as follows:
  - the chair will call for the sponsoring board to move their **original resolution;**
  - delegates will speak to the resolution;
  - delegates will vote on the resolution.
2. If the original resolution is not moved by the sponsoring board, the resolution will be withdrawn.

### C. Amendments from the Floor

Amendments made on the floor relate to the “therefore be it resolved” section of the resolution and **must be written out** and handed to the chairperson. The chairperson will consider the amendment and, if necessary, discuss it with the parliamentarian or others to ensure that it is clearly understood.

- the chair will **read** the amendment;
- delegates will speak to the amendment;
- delegates will vote on the amendment;
- delegates will vote on the resolution as amended.

If the amendment is defeated:

- delegates will be asked to speak to the original resolution;
- delegates will vote on the original resolution.

### D. Resolutions Presented from the Floor

After resolutions presented by the committee have been dealt with, other resolutions may be presented from the floor. The following rules apply:

- 2/3 of the voting delegates present at the session must consent to consider the resolution;
- sufficient copies of the resolution (and background material) must be provided for all those present at the resolution session;
- these resolutions will be handled as outlined above.

The provincial office will distribute, in the delegate kits, resolutions to be presented from the floor provided a minimum of 225 copies of each resolution (and background material, if applicable) are received in the Provincial Office by **April 11, 2014**.