



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, NOVEMBER 23, 2010
7:00 P.M.**

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

8:30 p.m. Timed In Camera Item

A. ROUTINE MATTERS

1. Opening Prayers – Trustee Nieuwesteeg -
2. Roll Call -
3. Approval of the Agenda -
4. Declaration of Conflict of Interest -
5. Approval of Minutes of the Board Meeting of October 26, 2010 A5

B. DELEGATIONS/PRESENTATIONS

C. COMMITTEE AND STAFF REPORTS

1. School Excellence Program C1
St. Michael Catholic Elementary School
2. Niagara Catholic Saint Brother André Trip to Montreal C2
3. Niagara Catholic Pilgrimage Sunday 2010 C3
4. Unapproved Minutes of the Committee of the Whole Meeting of November 9, 2010 C4
and Consideration of Recommendations
- 4.1 Policies
- 4.1.1 Trustee Code of Conduct Policy (100.12) C4.1.1
- 4.1.2 Employee Workplace Violence Policy (201.11) C4.1.2
- 4.1.3 Equity & Inclusive Education Policy (200.16) C4.1.3
- 4.1.4 Religious Accommodation Policy (100.10.1) C4.1.4
- 4.2 Attendance Area Review Committee for Notre Dame College and C4.2
Associated Elementary Schools Areas, and for the Port Robinson Area
- 4.3 Financial Reports
- 4.3.1 Monthly Banking Transactions for the Month of October 2010 C4.3.1
- 4.3.2 Statement of Revenue and Expenditures as at October 31, 2010 C4.3.2

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|---|------|
| 5. Special Education Advisory Committee | |
| 5.1 Approved Minutes of the S.E.A.C. Meeting of October 6, 2010 | C5.1 |
| 5.2 Recommendation from Unapproved Minutes of the S.E.A.C. Meeting November 3, 2010
Changes to S.E.A.C. Representation from the Learning Disabilities Association of Niagara | C5.2 |
| 5.3 Excerpt from Unapproved Minutes of the S.E.A.C. Meeting November 3, 2010
Recognition of Trustee Crole | C5.3 |
| 6. Audited Financial Statements | C6 |
| 7. Special Presentation | - |

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 on Niagara Catholic – November 9, 2010 | D4.1 |
| 4.2 Calendar of Events – December 2010 | D4.2 |
| 4.3 Official Blessing & Opening – St. Joseph Catholic Elementary School (Grimsby)
– Wednesday, November 24, 2010 | - |
| 4.4 Niagara Catholic Trustee Orientation – Thursday, November 25, 2010
– Catholic Education Centre | - |
| 4.5 Official Blessing & Opening – Our Lady of Fatima Catholic Elementary School (Grimsby)
Tuesday, November 30, 2010 | - |
| 4.6 Niagara Catholic Spelling Bee – Wednesday, December 1, 2010 – 7:00 p.m.
- Saint Michael Catholic High School, Niagara Falls | - |
| 4.7 Blessing of Saint Brother André Chapel – Thursday, December 2, 2010
Saint Paul Catholic High School | - |
| 4.8 OCSTA Trustee Orientation Seminar – January 14-15, 2011 – Toronto | - |
| 5. Open Question Period
<i>(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.)</i> | - |

E. NOTICES OF MOTION

F. BUSINESS IN CAMERA

G. REPORT ON THE IN CAMERA SESSION

H. FUTURE MEETINGS AND EVENTS

- | | |
|--|---|
| 1. Commissioning Rite Mass/Inaugural Board Meeting/Committee of the Whole Meeting
– Tuesday, December 7, 2010 – 6:00 p.m. - Saint Michael Catholic High School, Niagara Falls | - |
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I. MOMENT OF SILENT REFLECTION FOR LIFE

J. ADJOURNMENT

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
NOVEMBER 23, 2010**

**TOPIC: MINUTES OF THE BOARD MEETING OF
OCTOBER 26, 2010**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Minutes of Board Meeting of October 26, 2010, as presented.



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

MINUTES OF THE BOARD MEETING

TUESDAY, OCTOBER 26, 2010

Minutes of the Meeting of the Niagara Catholic District School Board, held on Tuesday, October 26, 2010, 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 Vice-Chairperson Dekker.

2. Roll Call

Trustee	Present	Absent	Excused
John Belcastro	✓		
Kathy Burtnik	✓		
Maurice Charbonneau	✓		
Gary Crole	✓		
John Dekker	✓		
Frank Fera	✓		
Ed Nieuwesteeg	✓		
Tony Scalzi	✓		
Student Trustees			
Shelby Levesque			✓
Patrick Fowler	✓		

The following staff were in attendance:

John Crocco, Director of Education; **Yolanda Baldasaro**, **Rob Ciarlo**, **Lee Ann Forsyth-Sells**, **Frank Iannantuono**, Superintendents of Education; **Larry Reich**, Superintendent of Business & Financial Services; **James Woods**, Controller of Plant; **Sherry Morena**, Recording Secretary/ Administrative Assistant, Corporate Services & Communications

3. Approval of the Agenda

Moved by Trustee Belcastro

Seconded by Trustee Scalzi

THAT the Niagara Catholic District School Board approve the Agenda of the Board Meeting of October 26, 2010, 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 Meeting of September 28, 2010

Moved by Trustee Charbonneau

Seconded by Trustee Dekker

THAT the Niagara Catholic District School Board approve the Minutes of the Board Meeting of September 28, 2010, as presented.

CARRIED

B. DELEGATIONS

C. COMMITTEE AND STAFF REPORTS

1. School Excellence Program - St. Charles Catholic Elementary School

Director Crocco provided background information on the monthly School Excellence Program. Rob Ciarlo, Superintendent of Education introduced Kim Kuchar, Principal of St. Charles Catholic Elementary School.

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

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

2. Unapproved Minutes of the Committee of the Whole Meeting of October 12, 2010 and Consideration of Recommendations

Moved by Trustee Nieuwesteeg

Seconded by Trustee Scalzi

THAT the Niagara Catholic District School Board approve receive the unapproved Minutes of the Committee of the Whole Meeting of October 12, 2010, as presented.

CARRIED

The following recommendations were presented for the Board's consideration from the Committee of the Whole Meeting of October 12, 2010:

2.1 Board By-Laws (100.1)

Trustee Scalzi noted a change to the By-Laws Section 20 on Voting and Section 21 on Code of Conduct, as recommended by the Policy Committee to the Board.

Moved by Trustee Nieuwesteeg
Seconded by Trustee Scalzi

THAT the Niagara Catholic District School Board approve the Board By-Laws (100.1), as presented.

CARRIED

3. Minutes of the Special Education Advisory Committee Meeting of September 8, 2010

Moved by Trustee Charbonneau
Seconded by Trustee Belcastro

THAT the Niagara Catholic District School Board receive the Minutes of the Special Education Advisory Committee Meeting of September 8, 2010, as presented for information.

CARRIED

4. Extended Overnight Field Trip/Excursion/Exchange Approval Committee 2010-2011

Yolanda Baldasaro, Superintendent of Education, presented the Extended Overnight Field Trip/Excursion/Exchange Approval Committee 2010-2011 report for information.

5. Elementary Staffing 2010-2011

Moved by Trustee Crole
Seconded by Trustee Dekker

THAT the Niagara Catholic District School Board approve up to three (3) additional staff for deployment in the Elementary panel for the 2010-2011 school year.

CARRIED

6. Preparation of Audited Financial Statements for the Year 2009-2010

Larry Reich, Superintendent of Business and Financial Services, presented a verbal report on the Preparation of Audited Financial Statements for the Year 2009-2010.

7. Preparation of Audited Financial Statements for the Year 2009-2010

7.1 Monthly Banking Transactions

Moved by Trustee Belcastro
Seconded by Trustee Scalzi

THAT the Niagara Catholic District School Board approve the Monthly Banking Transactions for the month of September 2010, as presented for information.

CARRIED

7.2 Statement of Revenue & Expenditures

Moved by Trustee Belcastro
Seconded by Trustee Scalzi

THAT the Niagara Catholic District School Board approve the Statement of Revenue and Expenditures as at September 30, 2010, as presented for information.

CARRIED

D. TRUSTEE ITEMS, OPEN QUESTION PERIOD & OTHER BUSINESS

1. Correspondence

Nil Report

2. Report on Trustee Conferences Attended

Nil Report

3. General Discussion to Plan for Future Action

Nil Report

4. Trustee Information

4.1 Spotlight on Niagara Catholic – October 12, 2010

Director Crocco presented the Spotlight on Niagara Catholic – October 12, 2010 issue for Trustees' information.

4.2 Calendar of Events – November

Director Crocco presented the Calendar of Events – November 2010 for Trustees' information.

4.3 Installation of Bishop Bergie – Tuesday, November 9, 2010 – 7:30 p.m. Cathedral of St. Catherine of Alexandria

Director Crocco reminded Trustees of the Installation of Bishop Bergie being held on Tuesday, November 9, 2010 at 7:30 p.m. at the Cathedral of St. Catherine of Alexandria in St. Catharines.

4.4 Ministry of Education Trustee Orientation Seminar – Thursday, November 18, 2010

Director Crocco informed Trustees of the Ministry of Education's Trustee Orientation Seminar being held on Thursday, November 18, 2010 in London.

4.5 OCSTA Trustee Orientation Seminar – Friday, January 14, 2011 – Toronto

Director Crocco informed Trustees of the OCSTA Trustee Orientation Seminar being held on Friday, January 14, 2011 in Toronto.

5. Open Question Period

None Submitted

E. NOTICES OF MOTION

F. BUSINESS IN CAMERA

Moved by Trustee Scalzi
Seconded by Trustee Fera

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 8:00 p.m. and reconvened at 8:05 p.m.

G. REPORT ON THE IN-CAMERA SESSION

Moved by Trustee Charbonneau
Seconded by Trustee Belcastro

THAT the Niagara Catholic District School Board report the motions from the In Camera Session of the Board Meeting of October 26, 2010.

CARRIED

SECTION A: STUDENT TRUSTEES PRESENT

Moved by Trustee Dekker
Seconded by Trustee Crole

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 September 28, 2010, as presented.

CARRIED (Item F1)

Moved by Trustee Dekker
Seconded by Trustee Crole

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 October 12, 2010, as presented.

CARRIED (Item F2)

SECTION B: STUDENT TRUSTEES EXCLUDED

Moved by Trustee Nieuwesteeg
Seconded by Trustee Scalzi

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 September 28, 2010, as presented.

CARRIED (Item F4)

Moved by Trustee Nieuwesteeg
Seconded by Trustee Scalzi

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 October 12, 2010, as presented.

CARRIED (Item F5)

The following motions were reported from the In Camera Session of the Committee of the Whole Meeting - SECTION B: Student Trustees Excluded of October 12, 2010:

Moved by Trustee Charbonneau

Seconded by Trustee Crole

THAT the Niagara Catholic District School Board approve the recommendation as outlined in Item F5.1.1 of the In Camera Agenda.

CARRIED (Item F5.1.1)

Moved by Trustee Charbonneau

Seconded by Trustee Crole

THAT the Niagara Catholic District School Board approve the recommendation as outlined in Item F5.1.2 of the In Camera Agenda.

CARRIED (Item F5.1.2)

Moved by Trustee Crole

Seconded by Trustee Dekker

THAT the Niagara Catholic District School Board approve the recommendation as outlined in Item F5.2 of the In Camera Agenda.

CARRIED (Item F5.2)

H. FUTURE MEETINGS AND EVENTS

1. November 9, 2010 Committee of the Whole Revised Meeting Time – 1:00 p.m.

Trustees were reminded that the November 9, 2010 Committee of the Whole Meeting would take place at a revised time of 1:00 p.m. This will accommodate Trustees and Senior Staff attending the Installation of Bishop Bergie.

I. MOMENT OF SILENT REFLECTION FOR LIFE

J. ADJOURNMENT

Moved by Trustee Charbonneau

Seconded by Trustee Dekker

THAT the October 26, 2010 meeting of the Niagara Catholic District School Board be adjourned.

CARRIED

This meeting was adjourned at 8:10 p.m.

Minutes of the Meeting of the Niagara Catholic District School Board held on **October 26, 2010**.

Approved on the **23rd** day of **November 2010**.

Kathy Burtnik
Chairperson of the Board

John Crocco
Director of Education/Secretary -Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
NOVEMBER 23, 2010**

**TOPIC: SCHOOL EXCELLENCE PROGRAM
SAINT MICHAEL CATHOLIC ELEMENTARY SCHOOL**



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO THE BOARD NOVEMBER 23, 2010

SCHOOL EXCELLENCE PROGRAM ST. MICHAEL CATHOLIC ELEMENTARY SCHOOL

Contact Info:

387 Line 3, RR #2
Niagara on the Lake, ON
L0S 1J0
Ph: 905.684.1051
Fx: 905.684.5521
st.michael@ncdsb.com

Grades:

JK – 8

Principal:

Brian Palujanskas

Superintendent:

Robert Ciarlo

Catholic School Council

Co-Chairs:

Tara Franken
Barb Penteluke

Parish:

St. Vincent de Paul

*Based on our desire
to improve the quality
of Catholic education at
St. Michael Catholic
Elementary School,
the School Council
will serve the students,
parents, staff
and community
by fostering the spiritual,
intellectual, physical
and emotional development
of all of our students
within a Catholic context.*

- School Mission Statement



St. Michael is located midst the Grape and Wine region of Niagara. The school was founded in 1962. The founding principal was Delbert O'Sullivan. We have a modern, well-maintained, one level building with controlled access to our premises. Our entire school was renovated and four additional classrooms were added in September 2002. At that time, our school amalgamated with the former St. Vincent de Paul School. As a result, Catholic students in Niagara-on-the-Lake attend St. Michael Catholic Elementary School.

Total enrolment as of September 2010: 386

Prepared by: Rob Ciarlo, Superintendent of Education

Presented by: Rob Ciarlo, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: November 23, 2010



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO THE BOARD NOVEMBER 23, 2010

SCHOOL EXCELLENCE PROGRAM ST. MICHAEL CATHOLIC ELEMENTARY SCHOOL

Contact Info:

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Principal:

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Catholic School Council

Co-Chairs:

Tara Franken
Barb Penteluke

Parish:

St. Vincent de Paul

Based on our desire to improve the quality of Catholic education at St. Michael Catholic Elementary School, the School Council will serve the students, parents, staff and community by fostering the spiritual, intellectual, physical and emotional development of all of our students within a Catholic context.

- School Mission Statement



St. Michael is located midst the Grape and Wine region of Niagara. The school was founded in 1962. The founding principal was Delbert O'Sullivan. We have a modern, well-maintained, one level building with controlled access to our premises. Our entire school was renovated and four additional classrooms were added in September 2002. At that time, our school amalgamated with the former St. Vincent de Paul School. As a result, Catholic students in Niagara-on-the-Lake attend St. Michael Catholic Elementary School.

Total enrolment as of September 2010: 386

Prepared by: Rob Ciarlo, Superintendent of Education

Presented by: Rob Ciarlo, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: November 23, 2010

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
NOVEMBER 23, 2010**

**TOPIC: NIAGARA CATHOLIC SAINT BROTHER ANDRÉ TRIP
TO MONTREAL - OCTOBER 29TH - 30TH, 2010**

The report on the Niagara Catholic Saint Brother André Trip to Montreal
October 29th - 30th, 2010 is presented for information.

Prepared by: Yolanda Baldasaro, Superintendent of Education
Mary Ann Mckinley, Consultant: Student Leadership/Student Engagement

Presented by: Yolanda Baldasaro, Superintendent of Education
Mary Ann Mckinley, Consultant: Student Leadership/Student Engagement

Approved by: John Crocco, Director of Education

Date: November 23, 2010



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO THE BOARD MEETING NOVEMBER 23, 2010

NIAGARA CATHOLIC SAINT BROTHER ANDRÉ TRIP TO MONTREAL - OCTOBER 29TH - 30TH, 2010

BACKGROUND INFORMATION

Alfred Bessette was born in 1845 in a small farming village of St. Gregoire, thirty miles from Montreal, Quebec. Alfred became good friends with Father André Provencal, Pastor of the Parish of Saint-Cesaire Catholic Church who was an enterprising man who had worked to set up a convent school to educate young girls and a trade school for boys. The boys' school was run by the Congregation of the Holy Cross Fathers. Father Provencal noticed that Alfred was very prayerful at a young age. The priest often saw Alfred at Church completely absorbed in prayer. "It's clear that God is calling this young man to religious life he thought." Alfred entered the Holy Cross Community and on February 2nd, 1874 at the age of 28, took his vows under a new name. He chose the name "Brother André" in honour of his former priest, Father André Provencal. On October 17th, 2010, Brother Andre was canonized as Saint André Bessette but is also affectionately referred to as Saint Brother André.

"Saint Brother André's compassionate spirit changed thousands of lives. The founder of Saint Joseph's Oratory is the second Canadian-born Saint, after Saint Marguerite D'Youville. Anyone who walks into St. Joseph's Oratory in Montreal and sees the racks of canes and crutches stretching up the walls, is hardwood evidence of the thousands of miraculous cures brought about by Saint Brother André's prayers. Saint Brother André's every gesture simultaneously fortified the faith of those delivered from their woes and bolstered the belief of witnesses to his deeds. Saint Brother André, now belonging to the Holy Cross Order, unburdened many pilgrims and sometimes changed the course of their lives. He did this in a spirit of compassion and his practice was perceived as such". (The Catholic Register, October 2010 Report).

Saint Brother André was known as the "Miracle Man of Montreal". The greatness of Saint Brother André was seen in his service to the poor and the sick. Often he would invite the sick to trust in and pray to Saint Joseph. As a token of this trust, he would give them a medal of Saint Joseph or a small bottle of the oil that burned before the statue of Saint Joseph in the Chapel. After many had visited him, people would feel better, some were even fully healed. As the news spread, more and more people started coming to see him.

On Friday, October 29th, 2010, 125 staff and students from across the Niagara Catholic District School Board left the St. Catharines Penn Centre at approximately 6:00 a.m. to make the journey to Montreal. The group's first stop was a tour of Saint Joseph Oratory in which Brother André was the founder. Brother André wanted Saint Joseph to be honoured so the Holy Cross Congregation purchased land across the street from the school, Notre Dame College. What started out as a fifteen by eighteen foot Chapel in 1904 became a minor Basilica in 1955 and was completed, interior and all, in 1966. Brother André died at the age of 91, in 1937. An estimated one million people came to pay their respect over six days and nights. Today, the mortal remains of Saint Brother André lie in a black marble sepulcher in the back of the Oratory, the shrine he dedicated his life to erecting for Saint Joseph.

On Saturday, October 30th, 2010, the group went on a tour of Notre Dame Basilica. The Basilica is located in the historic district of Old Montreal. The Church's Gothic Revival architecture is among the most dramatic in the world. Its interior is grand and colourful, and its ceiling is coloured deep blue and decorated with golden stars. It is filled with hundreds of intricate wooden carvings and several religious statues. Unusual for a Church, the stained glass windows along the walls of the sanctuary do not depict biblical scenes, but rather scenes from the religious history of Montreal. It also has a Casavant Freres pipe organ, which comprises four keyboards, 97 stops, over 9000 individual pipes and a pedal board.

Due to the splendour and grand scale of the Church, a more intimate Chapel, Chapelle du Sacré-Coeur (Chapel of the Sacred Heart), was built behind it, along with some offices and a sacristy. It was completed in 1888. Arson destroyed the Sacré-Coeur Chapel on December 7, 1978. It was rebuilt with the first two levels being reproduced from old drawings and photographs, with modern vaulting and an immense bronze altarpiece by Quebec sculptor Charles Daudelin.

Notre-Dame Church was raised to the status of Basilica by Pope John Paul II during a visit to the city on April 21, 1982. On May 31, 2000 the provincial state funeral for former Montreal Canadiens superstar Maurice "Rocket" Richard was held in front of thousands, both inside and outside the Basilica. On October 3, 2000 Justin Trudeau gave his moving eulogy just steps from the High Altar during the state funeral of Pierre Trudeau, his father and Canada's 15th prime minister. It was also the setting of Celine Dion's December 17, 1994 wedding to Rene Angelil.

The group's final stop was at the Olympic Stadium where we celebrated a Thanksgiving Mass in Honour of Saint Brother André's canonization. It was a special event when the entire stadium received the Eucharist as a Catholic Community. At the mass we expressed our thanks to God who gave us this man endowed with a welcoming and compassionate heart. Saint Brother Andre found his energy in meditating on the love of God manifested in Jesus Christ. In a world marked more than ever by loneliness and pain, his example invites us to open our hearts to tend to the afflicted, just as he did.

In attendance were members of our own Niagara Holy Cross Order; Father Vickers and Father Layden. The Mass was also attended by our Prime Minister Steven Harper and the Premier of Quebec, Jean Charest.

The journey to Montreal was a faith filled, spiritual journey that was mystical in itself and left one feeling with a sense of awe. A power point presentation depicting a collage of photos will be presented as part of this report.

The report on the Niagara Catholic Saint Brother André Trip to Montreal
October 29th-30th, 2010 is presented for information.

Prepared by: Yolanda Baldasaro, Superintendent of Education
Mary Ann Mckinley, Consultant: Student Leadership/Student Engagement

Presented by: Yolanda Baldasaro, Superintendent of Education
Mary Ann Mckinley, Consultant: Student Leadership/Student Engagement

Approved by: John Crocco, Director of Education

Date: November 23, 2010

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
NOVEMBER 23, 2010**

TOPIC: NIAGARA CATHOLIC PILGRIMAGE SUNDAY 2010

The report on Niagara Catholic Pilgrimage Sunday 2010
is presented for information.

Prepared by: Yolanda Baldasaro, Superintendent of Education
Mark Lefebvre, School Effectiveness Framework Administrator
Terri Pauco, Religious Education and Family Life Consultant

Presented by: Yolanda Baldasaro, Superintendent of Education
Mark Lefebvre, School Effectiveness Framework Administrator
Terri Pauco, Religious Education and Family Life Consultant

Approved by: John Crocco, Director of Education

Date: November 23, 2010



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO THE BOARD MEETING NOVEMBER 23, 2010

NIAGARA CATHOLIC PILGRIMAGE SUNDAY 2010

*“He has told you, O mortal, what is good; and what does the Lord require of you
but to do justice, to love kindness, and to walk humbly with your God?”
Micah 6:8*

BACKGROUND INFORMATION

On Sunday, October 24th, 2010, over 4000 Niagara Catholic students, staff, alumni, parents and community members took to the streets of the Niagara region. This annual Niagara Catholic Pilgrimage, with its 35 year tradition beginning at Notre Dame College School in 1974, and which now includes every Niagara Catholic secondary school, manifests the virtues of faith, love, hope, justice, prudence, fortitude, and temperance of the Niagara Catholic Virtues Model. This event showcases the charisms of our new mission statement through the witness of faith, leadership, and outreach to the poor, marginalized and the vulnerable of the developing world.

Over its long and rich history, the millions of dollars of pilgrimage funds have supported many diverse projects including the construction of schools, medical clinics, wells and orphanages in many third world countries.

Meeting Catholic Graduate Expectations through the Annual Pilgrimage

When students choose to collect pledges and put their faith into action along routes that range from 10 to 20 km, they demonstrate many of the Catholic Graduate Expectations during their four year Catholic high school experience. As young Catholic Christians, they join with their friends who share in this annual opportunity to integrate our faith with life. They proudly make the decision to act as witnesses to the attitudes and gospel values of Catholic social teaching which invites everyone to help create a just, peaceful and compassionate society. They participate to promote social responsibility and human solidarity for the common good.

Witnessing Vocation

All staff members, Catholic School Council members, Trustees, Senior Administration, alumni and parents who support this annual event are excellent faith models to the vocation to which they are called.

In addition, many Grade 8 students and Family of Schools staff members volunteer to make this journey of faith as part of the partnership with the secondary panel. Here, they witness the energy and spirit of the Catholic Secondary school community of believers first hand.

Summary School Report

Denis Morris

\$16,000 was raised this year by 400 enthusiastic students and staff of Denis Morris. The efforts of a Pilgrimage staff committee, lead by David Drago, and the DM Social Justice Committee is to be congratulated. These proceeds will be shared between the Holy Cross Sister's Ecole Imaculee Conception in Pilate, Haiti and the Wells of Hope Projects in Guatemala. More than \$120,000 dollars has been raised in the 16 years of pilgrimage at Denis Morris; this is over and above what is raised at the annual Denis Morris Starvathon, held each year during Lent.

Holy Cross

Over 360 students and staff participated and took '*One Small Step*' – their pilgrimage theme - and walked their pilgrimage for Haiti. On this beautiful day, the Raiders brought witness to their motto and the message of continued hope and progress for Haiti's people after the devastation of last year's earthquakes. \$20,000 was raised and will be used to continue to sustain the Sainte Croix Elementary School in Thibeau, Haiti which is run by the Holy Cross Sisters. Much appreciation is extended to the Pilgrimage committee of staff and students, chaired by teacher, Marc Ferratti.

St. Francis

Approximately 570 students, staff members, and parents walked through the streets of northern St. Catharines, joining their sister schools in the downtown core. The Phoenix community raised close to \$40,000 and this could not have been done without the efforts of the school's Pilgrimage committee, co-chaired by teachers, Mary Jo Drago and Patrick O'Leary. These funds will be distributed and shared among three different organizations: St. Marc School in Haiti which is run by the Holy Cross Sisters, Fogquest (an organization which uses run off tarps to collect condensation in foggy areas where water is scarce), and the Dominican Canadian Community Development Group (DCCD) which supports grassroots projects in the Dominican Republic.

Note: The three St. Catharine's area Catholic high schools – Denis Morris, Holy Cross and St. Francis –met downtown, 1800 people strong, to participate in a communal mass celebrated by Fr. John Vickers held at the Market Square. The visual impact and the mixing of the three schools' colours during the Eucharist, and route through the downtown core of St. Catharines, was an ultimate demonstration of solidarity for the Third World.

Lakeshore Catholic

Close to 500 committed students, staff members, parents and family of school volunteers raised \$16,000 in this year's Gator Walk. The Student – Staff Pilgrimage Committee, lead by Jason Benoit, was instrumental in preparing for this year's pilgrimage and choosing the theme of '*Follow these Footsteps*'. The money raised helps support St. John's Catholic Elementary School and the Grange Seniors Home in Portsmouth, Dominica.

Notre Dame College

This year marked the 35th year of the annual pilgrimage for the Fighting Irish. 1000 pilgrims walked the 20 km route along the Welland Canal to raise \$42,000. The pilgrimage theme of '*Start a Revolution – Live the Beatitudes*' was captured in a student created educational video which was used to promote and call the Notre Dame family together. This included longtime parents Bruno and Gaetana Sardella who have participated in the ND Pilgrimage for the past 30 years and one of the

Holy Cross Fathers, Fr. Gerrard Cormier, 79 years old, who began his walk early Sunday morning to ensure that he finished with the students. Notre Dame was also pleased to have Mr. John Crocco, Director of Education, walk the entire route and then join in the Eucharist. Congratulations are extended to all the dedicated members of the Pilgrimage Committee, especially chair, Carol Berkhout, who began meeting in the summer to prepare.

The monies will be donated and shared among the Canadian Catholic Organization for Development and Peace, Yancana Huasy, a centre supported by the Holy Cross Fathers for developmentally challenged young people situated in the Canto Grande slum of Lima, Peru, and the Dominican Canadian Community Development Group (DCCD), an organization founded by some of Notre Dame's own alumni to assist in long term development projects to those living in the dire conditions of the sugar cane batays in the Dominican Republic.

Saint Paul

With the efforts of close to 575 Saint Paul students, staff, alumni, and family members, under the leadership of Religion Chair, Joanne Santini and her Pilgrimage committee of staff and students, \$22,000 was collected. Many staff-student challenges and incentives brought a spirit to this year's pilgrimage; the theme '*Get Up – Stand Up – Don't give up the Fight!*' reminded those who walked that it was a responsibility to get involved and re-kindle interest in Haiti. The funds raised from the pilgrimage are donated to the Holy Cross School and Orphanage in Milot, Haiti – Saint Paul's sister school.

Saint Michael

Close to 375 students, staff and Catholic School Council members collected \$12,000 this year for the Hope for Rwanda's Children Fund. Chair of the Pilgrimage Committee, teacher Leone Strilec, who has participated in an educational experience in Rwanda learning about the genocide in that country, and her committee of staff and students worked diligently to bring awareness of the living conditions experienced by the children of Rwanda. The theme that was chosen for this year's pilgrimage was: *Now that I have seen, I am responsible.*

Note: The Pilgrimage committees of Saint Michael and Saint Paul Catholic take turns hosting and organizing the mass and pilgrimage route through the streets of Niagara Falls. Friendly rivalries are put aside and the Mustangs and Patriots join together to promote justice and witness solidarity to the residents and tourists visiting this fair city. This year, Saint Paul hosted and all pilgrims began the day with a liturgy, celebrated by Fr. Tony McNamara, which featured the gifts and talents of student cantors, musicians, liturgical dancers, and a student-staff choir.

Blessed Trinity

Over 350 students and alumni, 45 staff members, and close to 100 elementary Grade 8 students from the Blessed Trinity Family of Schools participated in this year's pilgrimage. More than \$17,000 was raised to aid and support a variety of aid projects in Las Pajas, Dominican Republic including those of the Dominican Canadian Community Development (DCCD) Group. The theme of '*One World*' allowed this community to recognize how their efforts were changing the lives of the children of the Dominican Republic. Participating now in its eighth year, Blessed Trinity has been embraced by the residents of Grimsby and the students, whose pilgrimage route traverses the colourful escarpment, provided the 'THUNDER' in anticipation of rainy forecast that turned into sunny skies. Pilgrimage Committee Chair, Josie Moretuzzo and her dedicated committee of Tony Gambale, Cheryl Rome-Holloway and Celia Biagetti are to be commended.

With approximately 4000 Niagara Catholic students, staff, Trustees, Senior Administration, priests, Catholic School Council members, and alumni participating in this year's annual Pilgrimage, approximately \$183,500 was raised in this annual event to assist our needy brothers and sisters in Haiti, the Dominican Republic, Dominica, Guatemala, Peru, and Rwanda, in addition to Development & Peace and Fogquest.

Pilgrimage Sunday is an annual tradition that promotes the virtues and charisms of Niagara Catholic and truly demonstrates what it means to be part of a faith-filled Catholic Learning Community.

A short presentation featuring the song, *We are Called*, which has captured the spirit and images of this year's pilgrimage, will be shown. As well, students representing each of the eight Catholic secondary schools will present a brief reflection on this year's Pilgrimage as part of this information report.

The report on Niagara Catholic Pilgrimage Sunday 2010 is presented for information.

Prepared by: Yolanda Baldasaro, Superintendent of Education
Mark Lefebvre, School Effectiveness Framework Administrator
Terri Pauco, Religious Education and Family Life Consultant

Presented by: Yolanda Baldasaro, Superintendent of Education
Mark Lefebvre, School Effectiveness Framework Administrator
Terri Pauco, Religious Education and Family Life Consultant

Approved by: John Crocco, Director of Education

Date: November 23, 2010

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
NOVEMBER 23, 2010**

**TOPIC: UNAPPROVED MINUTES OF THE COMMITTEE OF THE
WHOLE MEETING OF NOVEMBER 9, 2010**

RECOMMENDATION

THAT the Niagara Catholic District School Board receive the unapproved Minutes of the Committee of the Whole Meeting of November 9, 2010, as presented.

The following recommendations are being presented for the Board's consideration from the Committee of the Whole Meeting of November 9, 2010.

4.1 Policies

4.1.1 Trustee Code of Conduct Policy (100.12)

THAT the Niagara Catholic District School Board approve the Trustee Code of Conduct Policy (100.12), as presented.

4.1.2 Employee Workplace Violence Policy (201.11)

THAT the Niagara Catholic District School Board approve the Employee Workplace Violence Policy (201.11), as presented.

4.1.3 Equity & Inclusive Education Policy (200.16)

THAT the Niagara Catholic District School Board approve the Equity & Inclusive Education Policy (200.16), as presented.

4.1.4 Religious Accommodation Policy (100.10.1)

THAT the Niagara Catholic District School Board approve the Religious Accommodation Policy (100.10.1), as presented.

4.2 Attendance Area Review Committee for Notre Dame College and Associated Elementary Schools Areas, and for the Port Robinson Area

THAT the Niagara Catholic District School Board approve that an Ad Hoc Attendance Area Review Committee be formed following the Inaugural Board Meeting on December 7, 2010, to review attendance boundaries for Notre Dame College and Associated Elementary Schools Areas, and for the Port Robinson Area, as per the Attendance Areas Policy (301.3), with a recommendation to the Board by February 22, 2011.

4.3 Financial Reports

4.3.1 Monthly Banking Transactions

THAT the Niagara Catholic District School Board approve the Monthly Banking Transactions for the month of October 2010, as presented.

4.3.2 Statement of Revenue & Expenditures

THAT the Niagara Catholic District School Board approve the Statement of Revenue and Expenditures as at October 31, 2010, as presented.



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING TUESDAY, NOVEMBER 9, 2010

Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, November 9, 2010, at 1:00 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 Dekker.

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayers were led by Trustee Fera.

2. Roll Call

Trustee	Present	Absent	Excused
John Belcastro	✓		
Kathy Burtnik	✓		
Maurice Charbonneau	✓		
Gary Crole	✓		
John Dekker	✓		
Frank Fera	✓		
Ed Nieuwesteeg	✓		
Tony Scalzi			✓
Student Trustees			
Shelby Levesque	✓		
Patrick Fowler			✓

The following staff were in attendance:

John Crocco, Director of Education; **Yolanda Baldasaro**, **Rob Ciarlo**, **Lee Ann Forsyth-Sells**, **Frank Iannantuono**, Superintendents of Education; **Larry Reich**, Superintendent of Business & Financial Services; **James Woods**, Controller of Plant; **Khayyam Syne**, Administrator of Staff Development; **Mark Lefebvre**, Administrator of School Effectiveness; **Jennifer Brailey**, Manager of Corporate Services & Communications; **Sherry Morena**, Recording Secretary/ Administrative Assistant, Corporate Services & Communications

3. **Approval of the Agenda**

Moved by Trustee Belcastro

THAT the Committee of the Whole approve the Agenda of the Committee of the Whole Meeting of November 9, 2010, as amended to move Item C1 Policy Committee to follow Item C3 and table Item C2 - Niagara Catholic District School Board Saint Brother André Trip to Montreal to the November Board Meeting.

CARRIED

4. **Disclosure of Interest**

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

5. **Minutes of the Committee of the Whole Meeting of October 12, 2010**

Moved by Trustee Charbonneau

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of October 12, 2010, as presented.

CARRIED

B. PRESENTATIONS

C. COMMITTEE AND STAFF REPORTS

1. **Revised Health & Physical Education Grades One to Eight Curriculum 2010**

Superintendent Baldasaro, welcomed Mike Sheahan, Student Achievement Department Consultant, who presented the report on the Revised Health & Physical Education Grades 1-8 Curriculum 2010. The revised health and physical education curriculum aligns with other existing and newly released government policies and documents such as *Ontario's Equity and Inclusive Education Strategy* and the *Foundations for a Healthy School Framework*.

The Student Achievement Department has put in place a 'team' of Physical Literacy teachers who have completed intensive training and are part of the implementation strategy to assist teachers in the delivery of a vibrant Health & Physical Education curriculum.

Terri Pauco, Religion and Family Life Consultant, presented information on the Fully Alive Program which is intertwined with the new curriculum.

Trustee Nieuwesteeg arrived at the meeting at 1:25 p.m.

2. Policy Committee

2.1 Unapproved Minutes

Policy Committee Meeting – October 26, 2010

Moved by Trustee Burtnik

THAT the Committee of the Whole receive the unapproved Minutes of the Policy Committee Meeting of October 26, 2010, as presented.

CARRIED

2.2 Approval of Policies

2.2.1 Trustee Code of Conduct Policy (100.12)

Trustee Nieuwesteeg, representing Policy Committee Chairperson Tony Scalzi, presented the Trustee Code of Conduct. The Code of Conduct Policy was reviewed in detail by Trustee Nieuwesteeg.

Moved by Trustee Nieuwesteeg

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Trustee Code of Conduct Policy (100.12), as presented.

CARRIED

2.2.2 Employee Workplace Violence Policy (201.11)

Frank Iannantuono, Superintendent of Education, presented the Employee Workplace Violence Policy.

Moved by Trustee Crole

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Employee Workplace Violence Policy (201.11), as presented.

CARRIED

2.2.3 Equity & Inclusive Education Policy (200.16)

Yolanda Baldasaro, Superintendent of Education, and Jackie Watson, Consultant: Equity, Diversity and Community Relations, presented the Equity Inclusive Education Policy.

Chairperson Burtnik will pass on a few grammatical amendments to the agenda to Superintendent Baldasaro following the meeting.

Moved by Trustee Burtnik

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Equity & Inclusive Education Policy (200.16), as presented.

CARRIED

2.2.4 Religious Accommodation Policy (100.10.1)

Superintendent Baldasaro presented the Religious Accommodation Policy. Trustees asked questions for clarification.

Moved by Trustee Nieuwesteeg

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Religious Accommodation Policy (100.10.1), as presented.

CARRIED

2.3 Policy Development Update

Director Crocco presented the Policy Development Update.

**3. Board Improvement Plan for Student Achievement:
Increasing Student Success Through Continuous Improvement Planning**

Lee Ann Forsyth-Sells, Superintendent of Education, presented the Niagara Catholic District School Board Improvement Plan for Student Achievement: Increasing Student Success Through Continuous Improvement Planning 2010-2011. She informed Trustees that the Plan which incorporated Niagara Catholic District School Board's Mission Statement, Belief Statements, Graduate Expectations, Values, Strategic Directions, and Enabling Strategies was submitted to the Ministry of Education on October 12, 2010.

The Board Improvement Planning Team will continue to meet to review the progress of the "Four Pillars of Student Success" which include Literacy, Numeracy, Pathways, and Faith, Community, Culture and Caring, in order to prepare for the Ministry of Education Mid-Year Progress Update in January 2011.

4. Staff Development Department Professional Development Opportunities

Frank Iannantuono, Superintendent of Education, presented the report on the Staff Development Department Professional Development Opportunities for information.

**5. Attendance Area Review Committee for Notre Dame College
and Associated Elementary Schools Areas, and for the Port Robinson Area**

James Woods, Controller of Plant, presented the report Attendance Area Review Committee for Notre Dame College and Associated Elementary Schools Areas, and for the Port Robinson Area.

Moved by Trustee Belcastro

THAT the Committee of the Whole recommend to the Niagara Catholic District School Board that an Ad Hoc Attendance Area Review Committee be formed following the Inaugural Board Meeting on December 7, 2010, to review attendance boundaries for Notre Dame College and Associated Elementary Schools Areas, and for the Port Robinson Area, as per the Attendance Areas Policy (301.3), with a recommendation to the Board by February 22, 2011.

CARRIED

7. Preparation of Audited Financial Statements for the Year 2009-2010

Larry Reich, Superintendent of Business and Financial Services, presented a verbal report on the Preparation of Audited Financial Statements for the Year 2009-2010.

8. Financial Reports

8.1 Monthly Banking Transactions

Moved by Trustee Crole

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Monthly Banking Transactions for the month of October 2010, as presented.

CARRIED

8.2 Statement of Revenue and Expenditures

Moved by Trustee Belcastro

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Statement of Revenue and Expenditures as at October 31, 2010, as presented.

CARRIED

9. Monthly Updates

9.1 Policy Development Update

Director Crocco presented the Policy Development Update.

9.2 Capital Projects Progress Report

James Woods, Controller of Plant, presented the Capital Projects Progress Report.

9.3 Student Trustees' Update

Shelby Levesque, Student Trustee, gave a brief verbal update on the activities of the Student Senate.

9.4 Family of Schools Superintendents' Monthly Update

The Family of Schools Superintendents gave brief verbal reports highlighting the activities in their schools.

Superintendent Ciarlo

- Superintendent Ciarlo provided Trustees with School Newsletters which highlight the activities in their schools.

Superintendent Forsyth-Sells

- Father Hennepin Catholic Elementary School raised \$4,008.30 for the Holy Childhood Association with the support of students, staff and parents demonstrating the motto, "Children Helping Children".
- Saint Paul Catholic High School has started a Teen Bereavement Support Group to assist students who have experienced the loss of a parent. The Schools in Bloom Committee earned a Community and School Spirit Award at the Annual Niagara Falls Schools in Bloom ceremony.

D. INFORMATION

1. Trustee Information

1.1 Spotlight on Niagara Catholic – October 26, 2010

Director Crocco presented the Spotlight on Niagara Catholic – October 26, 2010 issue for Trustees' information.

1.2 Calendar of Events – November 2010

Director Crocco presented information on the Calendar of Events – November 2010.

1.3 Ministry of Education Trustee Orientation Seminar – Thursday, November 18, 2010 London

Director Crocco presented information on the Ministry of Education Trustee Orientation Seminar being held Thursday, November 18, 2010 in London.

1.4 Official Blessing & Opening – St. Joseph Catholic Elementary School (Grimsby) – Wednesday, November 24, 2010

Director Crocco presented information on the Official Blessing & Opening of St. Joseph Catholic Elementary School (Grimsby) being held Wednesday, November 24, 2010.

1.5 Niagara Catholic Trustee Orientation – Thursday, November 25, 2010 – Catholic Education Centre

Director Crocco presented information on the Niagara Catholic Trustee Orientation scheduled for Thursday, November 25, 2010 at the Catholic Education Centre.

1.6 Official Blessing & Opening – Our Lady of Fatima Catholic Elementary School (Grimsby) - Tuesday, November 30, 2010

Director Crocco presented information on the Official Blessing & Opening of Our Lady of Fatima Catholic Elementary School (Grimsby) being held Tuesday, November 30, 2010.

1.7 Inaugural Board Meeting/Committee of the Whole Meeting – Tuesday, December 7, 2010 – Saint Michael Catholic High School, Niagara Falls

Director Crocco presented information on the Inaugural Board Meeting/Committee of the Whole Meeting being held Tuesday, December 7, 2010 beginning at 6:00 p.m. at Saint Michael Catholic High School, Niagara Falls.

1.8 OCSTA Trustee Orientation Seminar – Friday, January 14-15, 2011 – Toronto

Director Crocco presented information on the OCSTA Trustee Orientation Seminar being held January 14-15, 2011 in Toronto. Trustees were asked to confirm their attendance with Sherry Morena.

1.9 Renaming of Blessed Brother Andre Chapel at Saint Paul Catholic High School

In accordance with Board procedures, Director Crocco presented information on the renaming of the Blessed Brother Andre Chapel at Saint Paul Catholic High School, to the Saint Brother Andre CSC Chapel..

1.10 Further Information

Director Crocco informed Trustees that a photograph of the current Board of Trustees will be taken prior to the Board Meeting at 6:45 p.m. on November 23, 2010.

E. OTHER BUSINESS

1. General Discussion to Plan for Future Action

F. BUSINESS IN CAMERA

Moved by Trustee Belcastro

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 Meeting at 2:38 p.m. and reconvened at 2:50 p.m.

G. REPORT ON THE IN-CAMERA SESSION

Moved by Trustee Charbonneau

THAT the Committee of the Whole report the motions from the In Camera Session of the Committee of the Whole Meeting of November 9, 2010.

CARRIED

SECTION A: STUDENT TRUSTEES PRESENT

Moved by Trustee Burtnik

THAT the Committee of the Whole approve the Minutes of the In Camera Session of the Committee of the Whole Meeting - Section A: Student Trustees Present held on October 12, 2010, as presented.

CARRIED (Item F1)

SECTION B: STUDENT TRUSTEES EXCLUDED

Moved by Trustee Nieuwesteeg

THAT the Committee of the Whole approve the Minutes of the In Camera Session of the Committee of the Whole Meeting - Section B: Student Trustees Excluded held on October 12, 2010, as presented.

CARRIED (Item F3)

Moved by Trustee Belcastro

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the recommendation as outlined in Item F4 of the In Camera Agenda.

CARRIED (Item F4)

H. ADJOURNMENT

Moved by Trustee

THAT the November 9, 2010 Committee of the Whole Meeting be adjourned.

CARRIED

This meeting was adjourned at 2:55 p.m.

Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **November 9, 2010.**

Approved on the **7th** day of **December 2010.**

John Dekker
Vice-Chairperson of the Board

John Crocco
Director of Education/Secretary -Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
NOVEMBER 23, 2010**

**TOPIC: POLICIES
TRUSTEE CODE OF CONDUCT POLICY (100.12)**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Trustee Code of Conduct Policy (100.12), as presented.

Prepared by: John Crocco, Director of Education

Presented by: John Crocco, Director of Education

Date: November 23, 2010

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD

TRUSTEE CODE OF CONDUCT

Adopted: October 2010

Policy No. 100.12

Revised:

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1. MISSION STATEMENT

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.

2. INTEGRITY AND DIGNITY OF OFFICE

Catholic Trustees occupy positions of public trust and confidence. They are expected to discharge their duties and responsibilities in a professional and ethical manner, consistent with Gospel Values, the teachings of the Catholic church, the *Education Act* and Regulations, the *Municipal Freedom of Information and Protection of Privacy Act* and Regulations, the *Municipal Conflict of Interest Act*, the Board's By-Laws and Policies and any other Act or Regulation that may be applicable to the Trustee's duties.

It is imperative that the Trustees act, and be seen to act, in the best interests of the public they serve. Catholic Trustees are elected to represent all stakeholders in the Niagara Catholic District School Board by articulating and supporting a shared commitment to excellence in Catholic education that promotes student achievement and well-being through the delivery of effective and appropriate education programs, services and effective stewardship of the Board's resources.

Trustees are governors, advocates and community leaders. As governors, Trustees provide strategic direction and oversight through Board policies to maintain the focus on student achievement and well-being. As advocates, Trustees inform and influence public perceptions of Catholic education and provincial education law and policy. As community leaders, Catholic Trustees engage with the public to build understanding, awareness, guidance and active support for publicly funded Catholic education.

3. CATHOLIC FAITH, COMMUNITY AND CULTURE

Each Niagara Catholic District School Board Trustee shall, within the duties prescribed in the Education Act, its Regulations and other applicable legislation and reflecting a ministry within the Church:

- (a) acknowledge that Catholic schools are an expression of the teaching mission of the Church;
- (b) provide an example to the Catholic Community that reflects the teaching of the Church;
- (c) provide the best possible Catholic education according to the programs approved by the Canadian Conference of Catholic Bishops and the Provincial Minister of Education;
- (d) recognize and rigorously defend the constitutional right of Catholic education and the democratic and corporate authority of the Board;
- (e) respect the confidentiality of the Board;
- (f) ensure the affairs of the Board are conducted with openness, justice and compassion;
- (g) work to improve personal knowledge of current Catholic educational research and practices;
- (h) affirm a strong sense of Christian Catholic Community; and
- (i) provide support, encouragement and prayer for the efforts of all persons engaged in the ministry of Catholic Education in Canada.

4. CIVIL BEHAVIOUR AND COMMUNICATION

Catholic Trustees share in the responsibility for creating a positive environment that is safe, harmonious, comfortable, inclusive and respectful. Trustees shall at all times act with decorum and shall be respectful of other Trustees, the Director of Education, staff, all members of the Niagara Catholic community, as well as the public. As stewards of the system, Catholic Trustees are held to a high standard of conduct and should serve as role models of exemplary behavior reflective of the values articulated in the Ontario Catholic School Graduate Expectations.

Trustees must:

- respect and comply with all applicable federal, provincial and municipal laws;
- demonstrate honesty and integrity;
- respect differences in people, their ideas, and their opinions;
- treat one another with dignity and respect at all times, and especially when there is disagreement;
- respect and treat others fairly, regardless of, for example, race, ancestry, place of origin, colour, ethnic origin, citizenship, religion, gender, sexual orientation, age, or disability; and
- respect the rights of others.

Trustees shall be prepared for meetings, avoid disrupting the process and refrain from engaging in conduct or contributing to a tone of sarcasm or denigration during meetings of the Board and at all other times that would discredit or compromise the integrity of the Board.

In performing their duties as Trustees, and in all matters of communication including email, telephone and face-to-face meetings with staff, parents and other stakeholders, appropriate language and professionalism are expected. Trustees are to communicate with Board staff through the Director of Education or as approved, through the Office of the Director of Education. As outlined in Section 218.1 of the *Education Act*, it is not within the duties of Trustees to give direction to Board staff. In dealing with concerns expressed by members of the community, Trustees are to comply with the Niagara Catholic Complaint Resolution Policy.

Catholic Trustees are bound to uphold and abide by all Board Policies, procedures and protocols. Subject to the duty of a Trustee under subsection 218.1(e) of the *Education Act* to uphold the implementation of any Board resolution after it is passed by the Board, a Trustee may not make disparaging remarks about another Trustee or a group of Trustees in expressing comments, or disagreement or speculate on the motives of a Trustee, a group of Trustees, or Board staff.

Any Trustee who fails or refuses to comply with the rules of the Board, uses offensive language, disobeys the decisions of the Chair or the Board on points of order, or makes any disorderly noise or disturbance may be ordered by the Chair to leave for the remainder of the meeting, and in the case of a refusal to do so, may, on the order of the Chair, be removed from the room where such meeting is taking place and/or the Board office. Such a removal will be recorded in the Minutes of the meeting.

Subsection 207(3) of the *Education Act* addresses the exclusion of persons from Board Meetings. It provides: "The presiding officer may expel or exclude from any meeting any person who has been guilty of improper conduct at the meeting."

5. COMPLYING WITH LEGISLATION

All Trustees will comply with the letter and spirit of all laws of Canada and the Province of Ontario and any contractual obligations of the Board in conducting the business of the Board.

Trustees acknowledge they may only act on behalf of the Board through resolution and may not act individually or purport to represent the interests of the Board without the knowledge and consent of the Board of Trustees shown through resolution.

Trustees shall ensure that all information they communicate in the course of their duties is accurate and complete.

It is every Trustee's responsibility to familiarize themselves with their duties and any requirements of them as prescribed by the *Education Act*, the *Municipal Freedom of Information and Protection of Privacy Act*, the *Municipal Conflict of Interest Act* and any other Act or Regulation that may be applicable to the Trustee's duties from time-to-time, and/or Ministry of Education requirements and the Board's By-Laws, Policies and Administrative Guidelines.

All Trustees are expected to comply with the following duties of Board members as set out in Section 218.1 of the *Education Act*:

"A member of a Board shall,

- (a) carry out his or her responsibilities in a manner that assists the Board in fulfilling its duties under this Act, the regulations and the guidelines issued under this Act, including but not limited to the Board's duties under section 169.1, Board By-Laws and Board Policy;
- (b) attend and participate in meetings of the Board, including meetings of Board committees of which he or she is a member;
- (c) consult with parents, students and supporters of the board on the Board's multi-year plan under clause 169.1(1)(f);
- (d) bring concerns of parents, students and supporters of the Board to the attention of Board staff through Policies determined by the Board;
- (e) uphold the implementation of any Board resolution after it is passed by the Board;
- (f) entrust the day-to-day operations and management of the Board to its staff through the Board's Director of Education;
- (g) maintain focus on student achievement and well-being through the development of policies; and
- (h) comply with the Board's Code of Conduct."

6. UPHOLDING DECISIONS

Catholic Trustees must understand their role as a corporate body and the expectation that as such they may deliberate with many voices but must act as one.

Trustees must:

- (a) accept that authority rests with the Board and that they have no individual authority other than that delegated by the Board;
- (b) uphold the implementation of any Board resolution after it is passed by the Board;
- (c) comply with Board By-Laws, Policies and Procedures; and

- (d) refrain from speaking on behalf of the Board unless authorized to do so by the Board. The only official spokespersons for the Niagara Catholic District School Board are the Chair of the Board and the Director of Education.

7. AVOIDANCE OF PERSONAL ADVANTAGE AND CONFLICT OF INTEREST

All Trustees are expected to comply with the provisions of the *Municipal Conflict of Interest Act*, which requires that Trustees declare and disclose the general nature of the interest for all direct and indirect pecuniary conflicts of interest and abstain from making a decision.

Trustees are not permitted to vote on or discuss matters in which they have a direct or indirect pecuniary interest. The direct or indirect pecuniary interest of a parent, spouse or child is deemed to be the interest of the Trustee. Subsection 3(1) of the Act provides:

“For the purpose of this Act, the pecuniary interest, direct or indirect, of a spouse or any child of the member shall, if known to the member, be deemed to be also the pecuniary interest of the member.”

Any direct or indirect financial interest on the part of the Trustee may raise a conflict of interest. A direct conflict of interest will arise where the Trustee himself or herself stands to benefit or suffer financially by a decision of the Board.

Where a Trustee, either on his or her own behalf or while acting for, by, with or through another, has any pecuniary interest, direct or indirect, or any other conflict of interest in any matter and is present at a meeting of the Board at which the matter is the subject of consideration, the Trustee shall:

- (a) prior to any consideration of the matter of the meeting, disclose the interest and the general nature thereof;
- (b) not take part in the discussion of, or vote on any question in respect of the matter;
- (c) not discuss the issue with any other person;
- (d) not attempt in any way whether before, during or after the meeting to influence the voting on such question; and
- (e) Where the meeting is not open to the public, the Trustee shall, in addition to complying with the requirements outlined above, leave the meeting or the part of the meeting during which the matter is under consideration.

Where the interest of the Trustee has not been disclosed by reason of the Trustee’s absence from the meeting, the Trustee shall disclose the interest and otherwise comply with the above requirements of the first meeting of the Board attended by the Trustee after the meeting referred to above.

When the meeting is open to the public, every declaration of interest and the general nature of that interest, shall be recorded in the minutes of the Board meeting. When the meeting is not open to the public, every declaration of interest, but not the general nature of that interest, shall be recorded in the minutes of the next meeting of the Board that is open to the public.

It is an expectation of the Board that Trustees will not only comply with the requirements of the *Municipal Conflict of Interest Act*, but also avoid conflicts of interest as defined by this Code of Conduct.

Every Trustee is responsible and accountable for exercising good judgment and avoiding situations that might present a conflict of interest or the appearance of a conflict of interest, and where a conflict of interest might exist each Trustee has an affirmative duty to disclose such conflict when it becomes apparent.

No Trustee shall use his or her position, authority or influence for personal, financial or material gain or personal business purposes or for the personal, financial or material gain or business purposes of a relative, friend and/or business associate. Every Trustee shall uphold and enhance all Board business operations by:

- (a) maintaining an unimpeachable standard of integrity in all their relationships, both inside and outside the Board;
- (b) fostering the highest standard of professional competence amongst those for whom they are responsible;

- (c) complying with and being seen to comply the letter and spirit of:
 - The laws of Canada and the Province of Ontario,
 - Contractual obligations applicable to the Board; and
- (d) rejecting and denouncing any business practice that is improper or inappropriate or may appear to be improper or inappropriate.

A Trustee shall not use his or her position, authority or influence to give any person or organization special treatment that might, or might be perceived to, advance the interests of the Trustee, or the interests of a relative, friend and/or business associate of the Trustee.

A Trustee must not participate in any decision or recommendation in which he or she or a relative, friend or business associate may have a financial, commercial or business interest.

When the Board is to decide upon an issue, at a meeting that is open to the public, about which a member has an unavoidable pecuniary conflict of interest, that member shall not comment or vote on the issue.

When the Board is to decide upon an issue, at a meeting that is not open to the public, about which a member has an unavoidable pecuniary conflict of interest, that member shall not comment or vote on the issue and must leave the Board Room.

8. LOBBYING

On occasion, lobbyists may attempt to communicate with Trustees for the purpose of influencing Trustees with respect to the procurement of goods and services and the awarding of contracts. Trustees must report such inquiries to the Director of Education. Trustees must not use their influence to gain nor advance the interest of any particular party during a procurement process.

9. CONFIDENTIALITY

All Trustees acknowledge that, as part of their duties to the Board they may be privy to private, confidential and/or legally privileged financial, business and/or commercial information belonging to the Board that may provide a financial, business, commercial or competitive advantage, and that they may be privy to private and confidential student and personnel information, and/or legal matters and opinions. Such information may include, but is not limited to, information relating to the Board's organizational structure, operations, business plans, technical projects, business costs, research data results, inventions, trade secrets or other work produced, developed by or for the Board.

Except as required by law, all Trustees and former Trustees agree not to use, directly or indirectly, for the Trustee's benefit or the benefit of any person, organization, firm, or other entity, the Board's proprietary or confidential information disclosed or entrusted to that Trustee, and Trustees recognize that such inappropriate use of confidential information for their benefit may constitute a breach of trust contrary to section 122 of the *Criminal Code*.

The confidentiality of personal/educational student and family information received in the course of duties must be respected, protected and kept confidential. Trustees are required to keep all information received, including but not limited to, in-camera discussions and actions in complete confidence. Information received should not be discussed or reviewed in public or where another student, parent, employee or member of the school community or public could accidentally overhear or read such information.

Except as required by law, and in accordance with the *Education Act* and *Municipal Freedom of Information and Protection of Privacy Act*, all Trustees agree not to use or disclose the personal and/or educational information of students and their families that may come to the attention of a Trustee.

Except as required by law, and in accordance with the *Municipal Freedom of Information and Protection of Privacy Act*, all Trustees agree not to use or disclose the personal and/or employment information of Board employees and their families that may come to the attention of a Trustee.

A Trustee's duty of confidentiality with respect to private and confidential financial, business and/or commercial information, personnel information, student information, and legal matters and opinions survives his or her term as Trustee.

10. BOARD RESOURCES

No Trustee shall use Board resources for personal gain. No Trustee shall permit relatives, friends and/or business associates to use Board resources for personal gain. Trustees recognize that such inappropriate use of Board resources, directly or indirectly, for their benefit may constitute a breach of trust contrary to section 122 of the *Criminal Code*.

All Trustees shall fully comply with all Board Policies, Protocols, Procedures and Administrative Procedures / Guidelines regarding the use of Board resources, including information technology resources.

11. GUIDELINES FOR GIFTS AND HOSPITALITY

Although moderate hospitality is an accepted courtesy in business relationships, Trustees should not allow themselves to reach a perceived position whereby they might influence a Board decision as a consequence of accepting such hospitality.

Trustees should not use their position for improper gain or benefit, nor under any circumstances accept gifts.

12. ENFORCEMENT OF CODE OF CONDUCT AND THE MUNICIPAL CONFLICT OF INTEREST ACT

In accordance with the provisions of section 218.3 of the *Education Act*, a breach of this Code of Conduct by a Trustee may be dealt with by the following procedures:

A Trustee who has reasonable grounds to believe that another Trustee has breached this Code of Conduct may bring the alleged breach, in writing, to the attention of the Board through the Chair of the Board, or the Vice-Chair in the event that the alleged breach is with the Chair of the Board.

If an alleged breach is brought to the attention of the Board, the Board shall make inquiries into the matter and shall, based on the results of the inquiries, determine whether there has been a breach.

If the Board determines that a Trustee has breached this Code of Conduct, the Board may impose one or more of the following sanctions:

- (a) Censure of the Trustee.
- (b) Barring the Trustee from attending all or part of a meeting of the Board or a meeting of a committee of the Board.
- (c) Barring the Trustee from sitting on one or more committees of the Board, for the period of time specified by the Board.

A Trustee who is barred from attending all or part of a meeting of the Board or a meeting of a committee of the Board is not entitled to receive any materials that relate to that meeting or that part of the meeting that are not available to the members of the public.

In appropriate circumstances, the Board may also resolve to disassociate the Board from any action or statement of a Trustee.

If a Board determines that a Trustee has breached this Code of Conduct, the Board shall give the Trustee written notice of the determination and of any sanction imposed by the Board.

The notice shall inform the Trustee that he or she may make written submissions to the Board in respect of the determination or sanction by the date specified in the notice that is at least 14 days after the notice is received by the Trustee.

The Board shall consider any submissions made by the Trustee and shall confirm or revoke the determination within 14 days after the Trustee's submissions are received.

If the Board revokes a determination that a Trustee has breached this Code of Conduct, any sanction imposed by the Board is also revoked.

If the Board confirms a determination that a Trustee has breached this Code of Conduct, the Board shall, within 14 days after the Trustee's submissions were received, confirm, vary or revoke the sanction(s) imposed by the Board.

If a sanction is varied or revoked, the variation or revocation shall be deemed to be effective as of the date the original determination about the alleged breach was made by the Board.

Despite subsection 207(1) of the *Education Act* which requires meetings of the Board to be open to the public, but subject to the requirements below for specific resolutions of the Board to be made in public, the Board may close to the public the part of the meeting during which a breach or alleged breach of this Code of Conduct is considered when the breach or alleged breach involves any of the following matters:

- (a) the security of the property of the Board;
- (b) the disclosure of intimate, personal or financial information in respect of a Trustee or committee, an employee or prospective employee of the Board or a student or his or her parent or guardian;
- (c) the acquisition or disposal of a school site;
- (d) decisions in respect of negotiations with employees of the Board; or
- (e) litigation affecting the Board.

The Board shall take the following actions by resolution at a meeting of the Board, and the vote on the resolution shall be open to the public:

- (a) Make a determination that a Trustee has breached this Code of Conduct.
- (b) Impose a sanction on a Trustee for a breach of this Code of Conduct.
- (c) Confirm or revoke a determination regarding a Trustee's breach of this Code of Conduct.
- (d) Confirm, vary or revoke a sanction after confirming or revoking a determination regarding a Trustee's breach of this Code of Conduct.

A Trustee who is alleged to have breached this Code of Conduct shall not vote on any of the resolutions listed above.

When a resolution listed above is passed, the resolution shall be recorded in the Minutes of the meeting.

The *Statutory Powers Procedure Act* does not apply to any of the enforcement provisions under section 218.3 of the *Education Act*.

Nothing in this Code of Conduct prevents a Trustee's breach of the *Municipal Conflict of Interest Act* from being dealt with in accordance with that Act.

A Trustee who is subject to a Board inquiry to determine whether the trustee has breached the Code of Conduct has a right to retain and be represented by legal counsel throughout the process. Legal expenses will not be paid unless extraordinary circumstances are determined by Board motion.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
NOVEMBER 23, 2010**

**TOPIC: POLICIES
EMPLOYEE WORKPLACE VIOLENCE POLICY (201.11)**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Employee Workplace Violence Policy (201.11), as presented.

Prepared by: Frank Iannantuono, Superintendent of Education

Presented by: Frank Iannantuono, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: November 23, 2010

Niagara Catholic District School Board

EMPLOYEE WORKPLACE VIOLENCE

Adopted: April 23, 2002

Policy No. 201.11

Revised: June 15, 2010
November 23, 2010

STATEMENT OF POLICY

The Niagara Catholic District School Board is committed to providing a safe working environment in which all Employees are treated with consideration, dignity, respect, equity and in accordance with the gospel values of Jesus Christ, as well as the Mission, Vision and Values of the Board.

The board believes that the eradication of workplace violence in the school/workplace is the joint responsibility of the employer and the employee. Therefore, any employee who becomes aware of a potential workplace violence situation has a responsibility to draw appropriate attention to it.

Workplace Violence will not be tolerated on the Niagara Catholic District School Board premises, while conducting company business, or work related functions, whether such violence is perpetrated by senior administration, managers, employees, contractors, customers, clients, visitors or members of the general public.

If the employee believes they are at risk of violence in the workplace including domestic violence they must advise the employer and the employer should take appropriate steps which may include seeking the assistance of the local police.

Where the occasion of workplace violence arises, the Board will achieve resolution through a formal process. During the process all information gathered is to be kept confidential.

The Board will assess the risks of workplace violence that may arise from the nature of the workplace, and provide relevant training, information and instruction, in accordance with current legislation in the Province of Ontario.

This Policy is to be applied in conjunction with other Board Policies dealing with employee behaviour, progressive discipline, conflict resolution and school safety (i.e. Code of Conduct, Access to School Premises, Criminal Background Check, Police and School Board Protocol, Occupational Health and Safety, Safe Physical Intervention for Students, Employee Workplace Harassment...)

The board will review this policy with respect to workplace violence, on an annual basis, and will post this policy in the workplace along with any applicable procedures and/or related programs.

The Director of Education will issue Administrative Guidelines in support of this policy.

Reference:

- Ontario Human Rights Code 1990
- Municipal Freedom of Information and Protection of Privacy Act
- Occupational Health & Safety Act (December 2009)
- Employee Workplace Harassment Policy 201.7
- Workplace Violence Management Program
- Bill 168: Occupational Health and Safety Amendment Act (Violence and Harassment in the Workplace) 2009

Niagara Catholic District School Board

EMPLOYEE WORKPLACE VIOLENCE

Adopted: April 23, 2002

Policy No. 201.11

Revised: June 15, 2010
November 23, 2010

ADMINISTRATIVE GUIDELINES

Workplace Violence is defined by the Ministry of Labour (MOL) as:

- a. the exercise of physical force by a person against an employee, in a workplace, that causes or could cause physical injury to the employee;
- b. an attempt to exercise physical force against a employee, in a workplace, that could cause physical injury to the employee; and
- c. a statement or behaviour that it is reasonable for an employee to interpret as a threat to exercise physical force against the employee, in the workplace, that could cause physical injury to the employee.
- d. **Workplace** refers to any place where employees perform work or work-related duties or functions. Schools and school-related activities, such as co-curricular activities and excursions, comprise the workplace, as do Board offices and facilities. Conferences and training sessions fall within the ambit of this policy.
- e. **Employee** refers to all employees of the Board.

Definitions are subject to changes from time to time as the appropriate legislation is reviewed or amended.

The Employee Workplace Violence Policy and Administrative Guidelines shall be posted in a conspicuous place in every workplace throughout the Niagara Catholic District School Board.

Provision of Information

Disclosure of Information with respect to Workplace Violence provided to an Employee may include personal information related to a risk of violence from a person with a history of violent behaviour if,

- a. The Employee can be expected to encounter that person in the course of his or her work; and
- b. The risk of workplace violence is likely to expose the employee to physical injury, as outlined in legislation.

No employer or supervisor shall disclose more personal information than is reasonably necessary to protect the worker from physical injury.

Domestic Violence

If the employer becomes aware, or ought to reasonably be aware that domestic violence that is likely to expose an Employee to physical injury may occur in the workplace, the employer will take every reasonable precaution to protect the employee.

Complaint Procedure

When an employee has been the subject of a workplace violence, the following steps shall be considered:

1. The alleged assailant will be removed from the presence of the Employee immediately, if the Immediate Supervisor at the time of the incident deems it reasonable and practical.
2. The Employee(s) shall receive immediate and appropriate support and/or medical attention if warranted.
3. In the event of a physical assault, medical verification of the injury sustained in the assault must be established and recorded as soon as possible by the Immediate Supervisor.
4. At the earliest opportunity, the assaulted Employee(s) shall inform the Immediate Supervisor. The Immediate Supervisor must inform the Senior Administrator of Human Resources, who will then notify the appropriate Superintendent or Controller of Plant.
5. It shall be the responsibility of the Senior Administrator of Human Resources to inform the appropriate Union President, if applicable, of the incident. These guidelines do not preclude the assaulted employee(s) from contacting the police and/or their Association / union representatives.
6. The Immediate Supervisor will advise the alleged assailant, as soon as it is practical, that documentation of the specific details shall be recorded.
7. The Immediate Supervisor will endeavour to restore the environment to normalcy and will conduct an investigation into the assault. The completed **Incident Report, Employee Workplace Violence**, resulting from the investigation will be forwarded to the Senior Administrator of Human Resources with a copy to the appropriate Superintendent or Controller of Plant. A copy of the **Workplace Safety and Insurance Board, Employee Incident/Accident Report** will also be required in the event of a physical assault.
8. Upon receiving the reports from the Employee and Immediate Supervisor, the Senior Administrator of Human Resources will consult with the appropriate Superintendent(s) and/or Controller of Plant prior to any action taken.
9. The Senior Administrator of Human Resources may seek legal advice for the Board regarding the incident.
10. The Senior Administrator of Human Resources shall inform the Employee of the support mechanisms available through the Board.
11. With the approval of the Superintendent of Human Resources, the Senior Administrator of Human Resources may, if deemed appropriate, grant an approved leave of absence without loss of pay or sick leave credit, to the Employee(s) who has been the subject of an assault.
12. The Niagara Catholic District School Board will not discriminate employees because they are perceived to be victims of workplace violence.
13. In all cases, with Police involvement, the Employee and Immediate Supervisor shall report the incident(s) on the appropriate form.
14. Copies of reports made by the Employee and Immediate Supervisor must be given to the Senior Administrator of Human Resources, appropriate Superintendent(s) and/or Controller of Plant if appropriate, where appropriate action will be taken. Upon written request to the Senior Administrator of Human Resources, a copy of the detailed report from the Immediate Supervisor will be provided to the Employee(s).
15. Where the two or more parties involved in the assault are assigned to the same department or work-site, future work assignments and location shall be reviewed with the Senior Administrator of Human Resources, the appropriate Superintendent(s) or Controller of Plant, and the Immediate Supervisor.

16. Infringement of this policy will give rise to disciplinary measures up to and including termination of employment.

Joint Occupational Health and Safety Committee Representatives

The employer shall advise the Joint Occupational Health and Safety Committee Representatives at the school site of the results of the assessment or re-assessment of the Workplace Violence Management Program and provide a copy where the assessment or re-assessment is in writing.

The Employee Workplace Violence Survey will be conducted on an annual basis in order to monitor employee input on risk assessments, and the provision of necessary information to employees.

The OHSA requires employers to notify the Ministry of Labour of critical injury (as defined by the OHSA) or fatality immediately and file a written report within 48 hours. Absent a critical injury or fatality, an employer need not report a workplace violence incident to the Ministry of Labour unless ordered to do so by a Ministry of Labour Inspector.

The JHSC, the health and safety representative and the union(s) shall be notified within 4 days of a workplace violence incident if a person is disabled from performing his or her usual work or requires medical attention because of the incident.

This policy is to be interpreted and applied in conjunction with other board policies dealing with employee behaviour, progressive discipline, conflict prevention and resolution, and school safety.



NIAGARA CATHOLIC DISTRICT SCHOOL BOARD

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD EMPLOYEE WORKPLACE VIOLENCE INCIDENT REPORT

Personal information on this form is collected under the authority of the Education Act and will be used for the purpose of reporting an assault on an employee, in accordance with Board Policy #201.11. Questions about this collection should be directed to the Senior Administrator of Human Resources, Niagara Catholic District School Board, 427 Rice Road, Welland, ON L3C 7C1 Telephone (905) 735-0240

EMPLOYEE TO COMPLETE

NAME OF EMPLOYEE SUBMITTING REPORT		LOCATION OF INCIDENT	
DATE OF INCIDENT		TIME OF DAY	a.m. <input type="checkbox"/> p.m. <input type="checkbox"/>
PEOPLE INVOLVED (attach list of additional names, if required)			
Name	Name	Name	
Street Address	Street Address	Street Address	
City	Postal Code	City	Postal Code
Telephone Number ()	Telephone Number ()	Telephone Number ()	

CHECK LIST			YES	NO
HAVE THE POLICE BEEN CONTACTED?				
IS MEDICAL SUPPORT NEEDED?				
IN YOUR OPINION IS THE ENVIRONMENT SAFE?				
HAS EACH INDIVIDUAL BEEN REMINDED TO HAVE A WRITTEN ACCOUNT OF THE INCIDENT?				
HAVE YOU COMPLETED THE WSIB EMPLOYEE INCIDENT/ACCIDENT REPORT?				
HAVE YOU CONTACTED YOUR IMMEDIATE SUPERVISOR AND HUMAN RESOURCES DEPARTMENT?				
WERE THERE ANY WITNESSES TO THE INCIDENT? <input type="checkbox"/> NO <input type="checkbox"/> YES ATTACH LIST OF ADDITIONAL NAMES, IF REQUIRED				
Name	Name	Name		
Street Address	Street Address	Street Address		
City	Postal Code	City	Postal Code	City
Telephone Number ()	Telephone Number ()	Telephone Number ()		

GENERAL DESCRIPTION OF THE INCIDENT	
<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>	
<i>*Please attach additional sheets if required</i>	
Signature of Employee	Date

EMPLOYEE WORKPLACE VIOLENCE INCIDENT REPORT

INVESTIGATING SUPERVISOR TO COMPLETE

NAME OF INVESTIGATING SUPERVISOR SUBMITTING REPORT	TITLE	
DATE OF INVESTIGATION	TIME OF INVESTIGATION	a.m. <input type="checkbox"/> p.m. <input type="checkbox"/>
PEOPLE INVOLVED <i>(attach list of additional names, if required)</i>		
Name	Name	Name
Street Address	Street Address	Street Address
City Postal Code	City Postal Code	City Postal Code
Telephone Number ()	Telephone Number ()	Telephone Number ()
TYPE OF INVOLVEMENT <i>(e.g. witness, bystander, assaulter etc.)</i>		
WAS A WRITTEN REPORT RECEIVED? <input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO
IS THE REPORT ATTACHED? <input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO

CHECK LIST	YES	NO
WERE THE POLICE CONTACTED?		
IS A COPY OF THE POLICE REPORT ATTACHED?		
WAS MEDICAL SUPPORT NEEDED?		
IN YOUR OPINION IS THE ENVIRONMENT SAFE?		
HAVE YOU COMPLETED THE WSIB EMPLOYEE INCIDENT/ACCIDENT REPORT? (SUPERVISOR SECTION)		
HAVE YOU CONTACTED THE HUMAN RESOURCES DEPARTMENT?		

SUMMARY OF THE INCIDENT

**Please attach additional sheets if required*

Is further investigation required by someone other than yourself? <input type="checkbox"/> YES <input type="checkbox"/> NO If yes, please specify agency(s): _____ _____ _____	
Signature of Investigating Supervisor	Date

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
NOVEMBER 23, 2010**

**TOPIC: POLICIES
EQUITY & INCLUSIVE EDUCATION POLICY (200.16)**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Equity & Inclusive Education Policy (200.16), as presented.

Prepared by: Yolanda Baldasaro, Superintendent of Education

Presented by: Yolanda Baldasaro, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: November 23, 2010

Niagara Catholic District School Board Policies

EQUITY AND INCLUSIVE EDUCATION POLICY

Adopted: June 15, 2010
Revised: November 23, 2010

Policy No.100.10

STATEMENT OF POLICY

The Niagara Catholic District School Board (the Board) recognizes that all people are created equal, in the image of God, each with inimitable characteristics deserving of dignity (Genesis: 1:27). In accordance with the Church's teachings, it is the policy of the Board to provide in all its operations an educational environment which supports and enables diversity within its Catholic community.

The Board recognizes that any form of social or cultural discrimination is incompatible with Catholic moral principles and is in violation of the *Ontario Human Rights Code*. The Board recognizes that the school system gives pre-eminence to the tenets of the Catholic faith, congruent with the protection afforded in the *Ontario Human Rights Code*, the *Constitution Act, 1982* and confirmed in the *Canadian Charter of Rights and Freedoms*.

The Board and its staff are committed to the elimination of discrimination as outlined in *Ontario's Equity and Inclusive Education Strategy* (the *Strategy*) and the Ontario Ministry of Education (the "Ministry") Policy/Program Memorandum No. 119 (2009), in a manner which is consistent with the exercise of the Board's denominational rights under section 93 of the *Constitution Act, 1982* and as recognized at section 19 of the *Ontario Human Rights Code* (the *Code*).

The Director of Education will issue Administrative Guidelines in support of this policy.

References:

Canadian Charter of Rights and Freedoms
Constitution Act, 1982
Ontario Human Rights Code
Ontario's Equity and Inclusive Education Strategy
Policy/Program Memorandum No. 119 (2009)
Policy/Program Memorandum No. 108
Assembly of Catholic Bishops of Ontario, (letter dated October 4, 2010)

Niagara Catholic District School Board Policies

EQUITY AND INCLUSIVE EDUCATION POLICY

Adopted: June 15, 2010
Revised: November 23, 2010

Policy No.100.10

ADMINISTRATIVE GUIDELINES

The *Guiding Principles of the Equity and Inclusive Education Strategy* state:

Equity and Inclusive education:

- is a foundation of excellence;
- meets individual needs;
- identifies and eliminates barriers;
- promotes a sense of belonging;
- involves the broad community;
- builds on and enhances previous and existing initiatives;
- is demonstrated throughout the system.

Equity and Inclusive Education in Ontario Schools: Guidelines for Policy Development and Implementation, Ontario's Equity and Inclusive Education Strategy and Policy/Program Memorandum No. 119 (2009) "*Developing and Implementing Equity and Inclusive Education Policies in Ontario Schools*" identify eight areas of focus for implementing equity and inclusive education. The eight areas of focus are:

1. Board policies, programs, procedures, and practices
2. Shared and committed leadership
3. School-community relationships
4. Inclusive curriculum and assessment practices
5. Religious accommodation
6. School climate and the prevention of discrimination and harassment
7. Professional learning
8. Accountability and transparency

In accordance with the above policy documents, applicable legislation that outlines the denominational rights of the Catholic school system and with adherence to the *Guiding Principles of the Equity and Inclusive Education Strategy*, and consistent with the *Code*, each area of focus will serve to guide the actions of the Board and its schools, in honouring its commitments to equity and inclusive education policy development, implementation, monitoring and reporting.

1. Board Policies, Programs, Procedures and Practices

The Board recognizes the importance of antiracism and anti-harassment policies in promoting and maintaining a Catholic educational and working environment which fosters racial and ethno-cultural understanding.

The Board will ensure that its policy review cycle will result in the alignment and integration of the requirements of Policy/Program Memorandum No. 119 (2009) and the *Strategy* with all Board policies, programs, procedures, and practices. The perspectives of the entire diverse Catholic school community will be reflected in all areas of the teaching, learning and administrative culture. Every effort will be made to identify and remove discriminatory biases and systemic barriers that may limit access to and opportunity for effective employment procedures for individuals from diverse communities and underrepresented peoples within the context of the denominational rights of Catholic school boards.

The Board is committed to serving staff, students, and families in its diverse Catholic community by incorporating the principles of equity and inclusive education into all aspects of its policies, programs, procedures, and practices that are consistent with Catholic denominational rights.

The Board will endeavour to:

- 1.1 Establish the foundational framework that will inform its review and/or development and implementation of a comprehensive equity and inclusive education policy that recognizes and eliminates biases related to race, class, ethnicity, gender, sexual orientation, disability, family status, religion and linguistic differences as well as socio-economic factors.
- 1.2 Review existing equity and inclusive education policies and/or extend or develop such policies to fulfill the requirements of existing regulations, the *Strategy*, Policy/Program Memorandum No. 119, and the *Code*, in accordance with the denominational rights afforded to the Catholic school system.
- 1.3 Ensure that principles of equity and inclusive education permeate and are explicitly stated in all Board policies, programs, guidelines, operations, practices, and Board improvement plans.
- 1.4 Ensure all future policies, guidelines and practices are drafted and implemented in accordance with the Board's Equity and Inclusive Education Policy.
- 1.5 Collect information needed to monitor the effects of the implementation of the Equity and Inclusion Education policy by the Board.
- 1.6 Ensure all persons with disabilities are accommodated appropriately and in a manner consistent with the *Code*.
- 1.7 Provide training for school and system leaders to facilitate equitable recruitment and hiring to reflect Ontario's diverse society
- 1.8 Provide opportunities for the diverse school community, including students, staff, parents, trustees and community members, to provide active input into Board policies and improvement plans on an ongoing basis.
- 1.9 Ensure that staff will investigate in a thorough and timely manner any claims of discrimination and/or racism and take appropriate action consistent with the principles of the *Code*.

Staff will endeavour to:

- 1.10 Review existing school policies, for example, codes of conduct, to determine that they reflect the principles of equity and inclusive education.
- 1.11 Extend, develop, and implement strategies to actively engage students, parents, families, and the wider community in the review, development, and implementation of initiatives to support and promote equity and inclusive education.
- 1.12 Implement Board equity and inclusive education policies, programs and school improvement plans consistent with the *Code* and that reflect the needs of their diverse Catholic school community.

2. SHARED AND COMMITTED LEADERSHIP

The Board subscribes to an informed leadership philosophy that inspires, empowers, and supports all stakeholders in our Catholic community to join together to implement institutional practices and behaviours that cultivate equity and inclusion.

The Board is committed to providing informed shared leadership to improve student achievement and to close achievement gaps for students by identifying, addressing, and removing all barriers and forms of discrimination.

The Board recognizes the critical connection between student leadership and improved student achievement and will strive to include the student voice in all aspects of the implementation of equity and inclusive education.

In accordance with the Ministry's *Ontario Leadership Strategy*, effective Board and school leaders will encourage and promote a collaborative approach to all dimensions of equity and inclusive education, which ensures the participation of students, parents, parishes, unions, colleges and universities, service organizations and other community partners.

The Board is committed to establishing and maintaining partnerships with all members of our diverse Catholic community so that the perspectives and experiences of all students are recognized and their needs are met.

The Board will endeavour to:

Share in the life and mission of the Church by developing a system plan to build and sustain Board and staff capacity in the areas of equity and inclusive education in curriculum and instruction, human resources and governance.

- 2.1 Identify and appoint a contact person to liaise with the Ministry and other Boards to share challenges, promising practices and resources.
- 2.2 Provide extensive and ongoing education and training for students, staff and trustees in implementing equity and inclusive education and leadership initiatives.
- 2.3 Establish selection criteria for leadership positions that prioritize demonstrated commitment, knowledge and skills related to equity and inclusive education implementation and inclusive leadership, and consistent with proactive *Code* compliance.
- 2.4 Provide ongoing training for all staff that reflects comprehensive attention to the principles of human rights and their fundamental role in an equitable and inclusive environment.
- 2.5 Strive to ensure that members of communities that are underserved and /or marginalized are included in the shared leadership.

Staff will endeavour to:

- 2.6 Establish a collaborative culture where the collective capabilities and voices of all stakeholders are used to develop and implement equity and inclusive education goals.
- 2.7 Promote equity minded student leadership related to issues of social justice.
- 2.8 Develop initiatives with student facilitators representing diverse voices and experiences.
- 2.9 Demonstrate leadership in setting the tone for the positive and proactive implementation of the *Strategy* within the school.

3. SCHOOL-COMMUNITY RELATIONSHIPS

The Board recognizes that the effective review, development, implementation and monitoring of equity and inclusive education policies and practices requires the involvement of all members of the entire Catholic school community. The Board further recognizes the importance of engaging specialized expertise in developing and implementing its equity and inclusive education policy.

The Board will seek collaboration with and active engagement from students, parents, staff and other Catholic community partners to create and sustain a positive school climate reflective of Catholic values that supports student achievement.

The Board will identify, examine, and remove any barriers that exist, that are part of systemic discrimination under the *Code*, and that prevent full participatory school-community relations.

The Board is committed to establishing and maintaining partnerships with all members of our diverse Catholic community so that the perspectives and experiences of all students, families, and employees are recognized.

The Board will endeavour to:

- 3.1 Develop a database of information that establishes the diversity of communities based on self-identification.
- 3.2 Review and/or initiate tools to determine stakeholders' views on school environment and act upon relevant next steps.
- 3.3 Take proactive steps to ensure that existing committees represent the diversity of the wider community.
- 3.4 Review and deepen existing community partnerships to ensure that they reflect the principles of equity and inclusive education.
- 3.5 Expand community efforts to foster new partnerships that engage a cross-section of diverse students, parents, staff, community members and various community organizations to ensure inclusion.
- 3.6 Establish processes to identify and address systemic barriers that limit or prevent all sectors of the school community from benefiting from enhanced opportunities for Board representation and greater access to Board initiatives.
- 3.7 Identify under-represented communities and facilitate their participation and involvement in Board activities.
- 3.8 Gather and use the knowledge, skills, and experience of Board community partners to enrich the total educational and career experiences of staff, students, and volunteers.

Staff will endeavour to:

- 3.9 Implement strategies to review existing community partnerships to ensure that they reflect the diversity of the broader community.
- 3.10 Invite and support representation of diverse groups on school committees, including school improvement planning.
- 3.11 Engage stakeholders in community forums to listen and address concerns and suggestions.
- 3.12 Reflect the approaches described above in their outreach to the broader community.

4. INCLUSIVE CURRICULUM AND ASSESSMENT PRACTICES

The Board is committed to implementing an inclusive curriculum based on Catholic values and to reviewing resources, instruction, and assessment and evaluation practices in order to identify and address discriminatory biases so that each student may maximize her or his learning potential.

Both in its content and methodology, inclusive curriculum seeks to recognize our commitment to Catholic values and to affirm the life experiences of all students, regardless of race and ethnicity, gender, place of origin, religion, cultural and linguistic background, social and economic status, sexual orientation, age, and ability/disability.

The Board will endeavour to:

- 4.1 Ensure that staff will review student assessment and evaluation policies and practices to identify and address systemic bias that may exist in the way students' work is assessed and evaluated in order to reduce the achievement gap. The principles of such a review will be consistent with the *Code*.
- 4.2 Support the schools' review of classroom strategies that promote school-wide equity and inclusive education policies and practices specifically addressing areas of discrimination (e.g., race, gender, disability).

Staff will endeavour to:

- 4.3 Review student assessment and evaluation policies and practices to identify and address systemic bias that may exist in the way students' work is assessed and evaluated; the principles of such a review will be consistent with the *Code*.
- 4.4 Support the schools' review of classroom strategies that promote school-wide equity and inclusive education policies and practices.
- 4.5 Make certain that resources and instructional strategies are in accordance with Catholic teachings and values; are in compliance with the provisions of the *Code* with respect to the prohibited grounds of discrimination; show people of different races, genders, and ages in non-stereotypical settings, occupations, and activities; explore the roles and contributions of all peoples in Canada, and the factors that shaped these roles; encourage open discussion of the prohibited grounds of discrimination under the *Code* (e.g., race, gender, disability) in society, the community, and the school.

5. RELIGIOUS ACCOMMODATION

Committed to the mission of the Church, the Board provides a learning and working environment in which all individuals are treated with respect and dignity regardless of race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, age, record of offences, marital status, family status or disability, in accordance with the Ontario *Human Rights Code* and Ministry Policy/Program Memorandum No. 108.

Within the framework of gospel values, traditions, and the Board's denominational rights, in recognition of this diversity, the Board will attempt to provide reasonable accommodation for students' and staffs' religious beliefs and practices, while also protecting its denominational rights.

The Board is committed to the values of freedom of religion and freedom from discriminatory or harassing behaviour based on religion and will take all reasonable steps to provide religious accommodations within the legal rights afforded to the Catholic school system.

The Board will endeavour to:

- 5.1 Consult with a variety of individuals and groups who represent the religious diversity of the Board in the development/review and implementation of this accommodation..
- 5.2 Inform students and their parents/guardians and staff of their right to request accommodation for religious beliefs and practices.
- 5.3 Provide a religious accommodation guideline in keeping with the *Code*, and consistent with its denominational rights, which prohibits discrimination on the grounds of creed, and other *Code* protected grounds, and provides a duty to accommodate.
- 5.4 Provide religious accommodation for students and staff, where reasonable and consistent with the *Code*.

Staff will endeavour to:

- 5.5 Revise /Implement religious accommodation practices to align with the Board's religious accommodation guideline.

6. SCHOOL CLIMATE AND THE PREVENTION OF DISCRIMINATION AND HARASSMENT

The Board recognizes that a safe and welcoming environment is most conducive to learning. The Board will therefore seek to foster a Christ-centred, positive school climate, free from discriminatory or harassing behaviour. The Board acknowledges that a Christ-centered, positive school climate is one where all members of the school community feel safe, welcomed, and accepted. The principles of equity and inclusive education support positive student behaviour.

The principles of equity and inclusion are consistent with Catholic doctrine and must be considered and applied in employing progressive disciplinary measures, particularly when it is necessary to take into account mitigating and other factors.

The Board is committed to the principle that every person within the school community is entitled to a respectful, positive and Christ-centred school climate and learning environment, free from all forms of discrimination and harassment.

The Board will endeavour to:

- 6.1 Ensure that strategies are in place to identify and remove discriminatory barriers that limit engagement by students, parents, and the community, so that diverse groups and the broader community have better Board-level representation and greater access to Board initiatives.
- 6.2 Ensure that procedures are in place that will enable students and staff to report incidents of discrimination and harassment safely and that will also enable staff/the Board to respond in a timely manner.
- 6.3 Ensure that, in an effort to alleviate the negative impact of suspensions and exclusions on students, proactive programs will be initiated or expanded to decrease the number of suspensions and expulsions.
- 6.4 Ensure that a climate in which excellence is continually strived for and respect for all permeates the environment.
- 6.5 Ensure that administrators use progressive discipline and professional discretion, and to understand the duty to accommodate students with disabilities.

Staff will endeavour to:

- 6.6 Ensure that codes of conduct are revised to address all forms of racism, discrimination, and harassment.
- 6.7 Ensure the use of progressive discipline.
- 6.8 Welcome, respect and validate the contributions of all students, parents, and other members of the school community.
- 6.9 Ensure that every student is supported and is inspired to succeed in a culture of high expectations for learning.
- 6.10 Ensure that school codes of conduct reflect the needs of the diverse Catholic community served by the school and are developed with the active consultation and involvement of students, staff, parents, and community members.
- 6.11 Review or develop guidelines and procedures to address the prohibited grounds of discrimination under the *Code* as they may apply to students, staff, and others in the Catholic community.
- 6.12 Ensure that the established Board procedure will enable students and staff to report incidents of harassment and discrimination safely and to have confidence that they will receive a timely and appropriate response.
- 6.13 Ensure that all information about the new or revised procedures involving equity and inclusive education is communicated to all students, staff, families, and others in the school community.

7. PROFESSIONAL LEARNING

The staff of the Board is its most important asset and is the vehicle by which Catholicity and equity are taught in the classroom and throughout the system. The Board, therefore, recognizes the importance of ongoing professional learning to create a foundation for Catholic values, ecclesial and cultural identity, human rights education and effective teaching practices.

The Board is committed to providing the school community, including students, with opportunities to acquire the knowledge, skills, attitudes, and behaviours needed to identify and eliminate discriminatory biases and systemic barriers under the *Code*.

The Board will endeavour to:

- 7.1 Support the schools' review of classroom strategies that promote school-wide equity and inclusive education policies and practices.
- 7.2 Allocate adequate resources to provide ongoing opportunities for students, administrators, teachers, support staff, and trustees to participate in equity and inclusive education training and leadership initiatives:
- 7.3 Provide antiracism and antidiscrimination training that examines power and privilege, including training in prevention and early intervention strategies.
- 7.4 Ensure that training includes information on cross-cultural differences, and promotes a deeper understanding of exceptionalities and of how to mitigate discipline, in light of its effect on students with disabilities.
- 7.5 Identify a Board equity and inclusive education contact to liaise with the Ministry of Education and other Boards in order to share challenges, promising practices, and resources.

Staff will endeavour to:

- 7.6 Review classroom strategies and revise them as needed to help ensure that they are aligned with and reflect school-wide equity and inclusive education policies.
- 7.7 Promote collaborative teams that learn together, implement their learning and reflect together on best practices.
- 7.8 Build staff capacity through ongoing needs based professional learning determined through data analysis and based on results.
- 7.9 Encourage and support students in their efforts to promote social justice, equity, antiracism, and antidiscrimination in schools and classrooms.
- 7.10 Develop Equity initiatives and provide timely and specific feedback that will further school-wide equitable practices.

8. ACCOUNTABILITY AND TRANSPARENCY

The Board acknowledges and assumes the responsibility for its policies, actions, and decisions. In the pursuit of greater transparency and accountability, the Board, in respectful collaboration and communication with the whole Catholic school community, will report on its goals and progress in the areas of policy review, school improvement planning and the implementation of the *Strategy*.

The Board is committed to assessing and monitoring its progress in implementing the *Strategy*; to embedding the principles of Equity and Inclusive Education into all Board policies, programs, guidelines and practices; and to communicating these results to the community.

The Board will endeavour to:

- 8.1 Embed the principles of equity and inclusive education into all Board policies, programs, guidelines, and practices.
- 8.2 Actively communicate the equity and inclusive education policy to students, teachers, parents, staff, school councils, community partners, and volunteers and post it on the Board's website.
- 8.3 Seek and use feedback to improve the Equity and Inclusive Education Policy, in the spirit of continuous improvement.
- 8.4 Engage Board and school teams in school improvement planning with particular emphasis on using data to identify and remove barriers to student achievement, to raise awareness about discriminatory practices and to encourage conversations and collaborative actions about racism and other equity issues.
- 8.5 Establish processes to monitor progress and assess effectiveness of policies, programs, and procedures.
- 8.6 Report on the progress of implementation of the *Strategy* and its impact on student achievement using specific criteria.
- 8.7 Ensure the transparency of the Identification Placement and Review Committee (IPRC) process, inform, and support parents through this process.

Staff will endeavour to:

- 8.8 Report student achievement data annually to the Board and intervene to ensure the achievement and success of all students
- 8.9 Develop and communicate evidence based school improvement plans that are aligned with the *Strategy*.
- 8.10 Review and establish self-reflection and self-assessment tools to determine the effectiveness of the school's equity and inclusive education plans and procedures.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
NOVEMBER 23, 2010**

**TOPIC: POLICIES
RELIGIOUS ACCOMMODATION POLICY (100.10.1)**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Religious Accommodation Policy (100.10.1), as presented

Prepared by: Yolanda Baldasaro, Superintendent of Education

Presented by: Yolanda Baldasaro, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: November 23, 2010

Niagara Catholic District School Board

**EQUITY AND INCLUSIVE EDUCATION POLICY:
RELIGIOUS ACCOMMODATION POLICY**

Adopted: June 15, 2010
Revised: November 23, 2010

Policy No.100.10.1

STATEMENT OF POLICY

The Niagara Catholic District School Board (the Board) is committed to the values of freedom of religion and freedom from discriminatory or harassing behaviours based on religion and will take all reasonable steps to provide religious accommodations within the legal rights afforded to the Catholic school system. Such accommodations will be provided to staff, students and their families.

The Board believes in the dignity of all people and their equality as children of God. The Board recognizes the importance of freedom of religion and strives to recognize, value and honour the many customs, traditions and beliefs that make up the Catholic community.

Freedom of religion is an individual right and a collective responsibility. The Board commits to work with the community it serves to foster an inclusive learning environment that promotes acceptance and protects individuals from discrimination and harassment on the basis of their religion.

In accordance with the Catholic Church's teachings, it is the policy of the Board to provide, in all its operations, an educational environment which promotes and supports diversity within its Catholic community as well as the equal attainment of life opportunities for all students, staff, parents and members of other recognized faith communities.

The Director of Education will issue Administrative Guidelines in support of this policy.

References:

Canadian Charter of Rights and Freedoms

Constitution Act

Ontario Human Rights Code

Education Act

Ontario's Equity and Inclusive Education Strategy

Policy/Program Memorandum No. 119 (2009)

Policy/Program Memorandum No. 108

Policy on Creed and the Accommodation of Religious Observances, Ontario Human Rights Commission

Human Rights at Work, Ontario Human Rights Commission

Niagara Catholic District School Board

**EQUITY AND INCLUSIVE EDUCATION POLICY:
RELIGIOUS ACCOMMODATION POLICY**

Adopted: June 15, 2010
Revised: November 23, 2010

Policy No.100.10.1

ADMINISTRATIVE GUIDELINES

All school boards exist within a broader context of law and public policy that protect and defend human rights.

The *Canadian Charter of Rights and Freedoms* (Section 15) guarantees freedom of religion. *The Ontario Human Rights Code* (the *Code*) protects an individual's freedom from discriminatory or harassing behaviours based on religion. Consistent with this legislation is *The Education Act*, its Regulations and policies governing Equity and Inclusion in Schools:

PPM No. 108, "Opening or Closing Exercises in Public Elementary and Secondary Schools",

R.R.O. 1990, Regulation 298, "Operation of School-General" s 27-29, under the heading "Religion in Schools"

PPM No. 119, "Developing and Implementing Equity and Inclusive Education Policies in Ontario Schools".

The Board and its staff are committed to the elimination of discrimination as outlined in this Federal and Provincial legislation in a manner which is consistent with the exercise of its denominational rights under section 93 of the *Constitution Act, 1982* and as recognized in section 19 of the *Ontario Human Rights Code* (the *Code*).

The Board recognizes, and is committed to, the values of freedom of religion and freedom from discriminatory or harassing behaviour based on religion through its Equity and Inclusive Education Policy, the Safe Schools Policy and curriculum documents. All of these will be informed by, and interpreted in accordance with, the principles of the *Code*.

This Policy reflects the Board's fidelity to Canadian law protecting freedom of religion in accordance with the Catholic Church's teachings.

DEFINITIONS

1. Accommodation

The Ontario Human Rights Commission's *Policy on Creed and the Accommodation of Religious Observances* defines "accommodation" as a duty corresponding to the right to be free from discrimination:

The *Code* provides the right to be free from discrimination, and there is a general corresponding duty to protect the right: the "duty to accommodate." The duty arises when a person's religious beliefs conflict with a requirement, qualification or practice. The *Code* imposes a duty to accommodate based on the needs of the group of which the person making the request is a member. Accommodation may modify a rule or make an exception to all or part of it for the person requesting accommodation.

The duty to accommodate is an obligation that arises when requirements, factors, or qualifications, which are imposed in good faith, have an adverse impact on, or provide an unfair preference for, a group of persons based on a protected ground under the *Code*. The duty to accommodate must be provided to the point of undue hardship. In determining whether there is undue hardship, section 24(2) of the *Code* provides that reference should be made to the cost of accommodation, outside sources of funding, if any, and health and safety requirements.

2. Creed

Creed is interpreted by the Ontario Human Rights Commission *Policy on Creed and the Accommodation of Religious Observances* as "religious creed" or "religion." It is defined as a professed system and confession of faith, including both beliefs and observances of worship.

The existence of religious beliefs and practices are both necessary and sufficient to the meaning of creed, if the beliefs and practices are sincerely held and/or observed.

Creed does not include secular, moral, or ethical beliefs or political convictions. This policy does not extend to religions that incite hatred or violence against other individuals or groups, or to practices and observances that purport to have a religious basis, but which contravene international human rights standards or criminal law.

3. Undue Hardship

Accommodation will be provided to the point of undue hardship, as defined by the Ontario Human Rights Commission. A determination regarding undue hardship will be based on an assessment of costs, outside sources of funding, and health and safety. It will be based on objective evidence.

A determination that an accommodation will create undue hardship carries with it significant liability for the Board. It should be made only with the approval of the appropriate Supervisory Officer or where appropriate the Board of Trustees.

Where a determination is made that an accommodation would create undue hardship, the person requesting accommodation will be given written notice, including the reasons for the decision and the objective evidence relied upon. The accommodation seeker shall be informed of his or her recourse under the Board's Equity and Inclusive Education Policy and under the Ontario *Human Rights Code*.

Where a determination has been made that an accommodation would cause undue hardship, the Board will proceed to implement the next best accommodation short of undue hardship, or will consider phasing in the requested accommodation.

PROCEDURES

The Board is committed to providing an environment that is inclusive and that is free of barriers based on creed (religion). Accommodation will be provided in accordance with the principles of dignity, individualization, and inclusion. The Board will work cooperatively, and in a spirit of respect, with all partners in the accommodation process.

1. Accommodation Based on Request

The Board will take all reasonable steps to provide accommodation to individual members of a religious group to facilitate their religious beliefs and practices. All accommodation requests will be taken seriously. No person will be penalized for making an accommodation request.

The Board will base its decision to accommodate by applying the *Code's* criteria of undue hardship, the Board's ability to fulfill its duties under Board policies and the Education Act.

When concerns related to beliefs and practices arise in schools, collaboration among school, student, family, and religious community is needed in order to develop appropriate accommodation. It is the role of the Board and its staff to ensure equity and respect for the diverse religious beliefs and practices of students and their families and other staff in the school system. However, school administrators should not be placed in the position of monitoring a child's compliance with a religious obligation, and enforcing such practices.

2. General Procedures for Religious Accommodation

a. Staff

The person requesting accommodation should advise the administration at the beginning of the school year, to the extent possible. If September notice is not feasible, the person should make the request as early as possible.

The absence of employees due to religious observances should be granted as determined by this policy and the appropriate collective agreement.

b. Students

Students must present written notice from their parents/guardians specifying their accommodation needs relating to religious observances, including holy days on which they will be absent from school. This notice should be made enough in advance (preferably at the beginning of each school year) to ensure that scheduling of major evaluations, such as tests, assignments or examinations, takes the religious observances into consideration.

Student handbooks and parent newsletters will include information about the procedure to follow to request an accommodation for religious observances and/or holy days.

3. Unresolved Requests

If an individual feels that their request has not been considered despite the Board's commitment to provide accommodation, the individual is to follow the Board's Complaint Resolution Policy. (800.3)

4. Areas of Accommodation

For many students and staff of the Board, there are a number of areas where the practice of their religion will result in a request for accommodation on the part of the school and/or the Board. These areas include, but are not limited to the following:

- i. School opening and closing exercises;
- ii. Leave of Absence for Religious Holy Days;
- iii. Prayer;
- iv. Dietary requirements;
- v. Fasting;
- vi. Religious dress;
- vii. Modesty requirements in physical education; and
- viii. Participation in daily activities and curriculum.

i. School Opening and Closing Exercises

Pursuant to the Ontario Ministry of Education Policy/Program Memorandum No. 108 (“Memorandum No. 108”), if a student or parent/guardian objects to all or part of the opening or closing exercises due to religious beliefs, the student will be exempted and given the option not to participate and to remain in class or in an agreed upon location through the duration of the exercise.

Memorandum No. 108 states the following:

1. All public elementary and secondary schools in Ontario must be opened or closed each day with the national anthem. “God Save the Queen” may be included.
2. The inclusion of any content beyond “O Canada” in opening or closing exercises is to be optional for public school boards.
3. Where public school boards resolve to include, in the opening or closing exercises in their schools, anything in addition to the content set out in item 1 above, it must be composed of either or both of the following:
 - a. One or more readings that impart social, moral, or spiritual values and that are representative of our multicultural society. Readings may be chosen from both scriptural writings, including prayers, and secular writings;
 - b. A period of silence.
4. Parents who object to part or all of the exercises may apply to the Principal to have their children exempted. Students who are adults may also exercise such a right. These requirements will be interpreted in accordance with the *Code* and the Board will consider other requests for accommodation as may be made.

ii. Absence for Religious Holy Days

The Board affirms and values the faith diversity in our Catholic secondary schools. Section 21(2) (g) of the Education Act provides that a person is excused from school attendance in observance of a “holy day by the Church or religious denomination to which he/she belongs.”

All staff and students who observe religious holidays in accordance with section 21(2) (g) of the Education Act may be excused from attendance, subject to the particular request for religious leave process.

The Board will encourage members of diverse groups to identify their religious holy days at the beginning of each school year. The Board will make reasonable efforts to acknowledge the different observances of its Catholic community when planning programs and events, such as Board-wide tests and examinations.

(Examples of) Significant Holy Days:	
<i>Baha’j</i>	Ridvan
<i>Buddhist</i>	Lunar New Year/Chinese
<i>Western Christian</i>	Good Friday
<i>Eastern Christian</i>	Christmas Holy Friday
<i>Hindu</i>	Diwali
<i>Jewish</i>	Rosh Hashanah (2 days) Yom Kippur Passover (first day)
<i>Muslim</i>	Eid-ul-Fitr Eid-ul-Adha
<i>Sikh</i>	Baisakhi

All staff and students who request to observe a religious holy day should be allowed this right without having to undergo any unnecessary hardship.

Staff requesting a leave should advise the school administration at, or as close as possible to, the beginning of the school year and leave should be granted in accordance with the terms of the appropriate collective agreement.

Students requesting a leave should give written notice from their parent/guardian to the school at, or as close as possible to, the beginning of the school year. Such procedures should be easy to understand and follow.

Student agendas, school newsletters and announcements will include information about the procedures for requesting leaves.

All staff members acting on behalf of/representing the Board on other organizations, which in partnership with the Board are planning events or activities that involve students and/or staff of Board schools, have the responsibility to bring this procedure to the attention of these organizations.

Unresolved Requests

If an individual feels that their request has not been considered despite the Board's commitment to provide accommodation, the individual is to follow the Board's Complaint Resolution Policy. (800.3)

iii. Prayer

The Board recognizes the significance of prayer in religious practice. Board schools will make reasonable efforts to accommodate individuals' requirement for daily prayer by providing an appropriate location within the building for students and staff to participate in prayer. This may mean a quiet space in the library, an empty room, or wherever it is mutually satisfactory for the school and the student or staff member requesting the accommodation. Adult presence should be for supervision purposes only.

iv. Dietary Restrictions

The Board is sensitive to the different dietary restrictions of various religious groups. Such sensitivity includes attending to issues related to the menus provided by catering companies, snacks in elementary schools, and food provided within schools, at school-sponsored activities and community events.

Breakfast and lunch programs in both secondary and elementary schools will consider relevant dietary restrictions in their menu planning. Availability of vegetarian options is recommended as a form of inclusive design.

Special attention needs to be given to overnight outdoor education activities, as well as field trips that extend over a mealtime period.

v. Fasting and/or Restriction of Food Intake

The Board is sensitive to religious periods of fasting and/or restriction of food intake. Board schools will endeavour to provide appropriate space, other than cafeterias or lunchrooms, for individuals who are fasting and/or restricting food intake in religious observance. The Board recognizes that students who are fasting and/or restricting food intake may need exemptions from certain physical education classes and Board schools should make reasonable efforts to provide appropriate accommodations.

vi. Religious Dress

“Dress Code” is the appropriate dress policy established by a school, and may include a school uniform.

The Board recognizes that there are certain religious communities that require specific items of ceremonial dress. The Board understands that some religious attire, which is a requirement of religious observance, may not conform to a school’s Dress Code. Board schools will reasonably accommodate students with regard to religious attire. Religious attire is not cultural dress; it is a requirement of religious observation.

Religious attire that should be reasonably accommodated in Board schools includes, but is not limited to:

- a. Head covers: Yarmulkes, turbans, Rastafarian headdress, hijabs
- b. Crucifixes, Stars of David, etc.
- c. Items of ceremonial dress.

Where uniforms are worn, administrators may ask the student to wear religious attire in the same colour as the uniform (e.g. the head scarves for females); however, there may be religious requirements of colour that cannot be modified.

Special attention must be given to accommodations necessary for a student to participate in physical education and school organized sports. Where possible, these should be incorporated into Board policies as part of an inclusive design process.

The Board seeks to foster an atmosphere of cultural understanding in order to be proactive in addressing potential harassment about religious attire. Schools should be aware that harassment about religious attire is one of the most common types of harassment and bullying. In accordance with Board policy, the Board and its schools will not tolerate any teasing directed at, or inappropriate actions taken against, an individual’s religious attire and there will be appropriate consequences for individuals who violate this rule.

There are religious communities that require specific items of ceremonial dress which may be commonly perceived as contravening Board policies, for example the use of the Kirpan by Khalsa Sikh students. For specific guidelines on the accommodation of Khalsa Sikh students wishing to carry a Kirpan, please see Appendix “A.”

vii. Modesty Requirements for Dress in Physical Education Classes

The Board recognizes that some religious communities observe strict modesty attire in respect of their religion. This can become a matter of concern when students are asked to wear the clothing used in physical education activities. Such policies should be designed inclusively, taking into account common religious needs that may exist.

If a student and his or her family has concerns that cannot be addressed through inclusive design, the school should discuss the modesty requirements with them, and, taking into consideration the Ministry of Education’s mandated expectations in the physical education curriculum, provide reasonable accommodation. The curriculum requirements should be explained to the student and his or her family so that it has sufficient information to understand the physical education curriculum and to select available curriculum alternatives.

viii. Participation in Daily Activities and Curriculum

The Board will seek to reasonably accommodate students where there is a demonstrated conflict between a specific class or curriculum and a religious requirement or observance. Where academic accommodation is requested, the school should have an informed discussion with the student’s parents/guardians to understand the nature and extent of the conflict.

The school staff should make it clear during the discussion that its role is to protect students and staff from harassment and discrimination because of their religion and cultural practices. Where these conflict with the school routines, activities or curriculum, the school should

consider accommodation. It cannot, however, accommodate religious values and beliefs that clearly conflict with mandated Ministry of Education and Board policies.

It is important to note that when an individual requests an accommodation related to the curriculum, the accommodation applies to the individual in question and not to the whole class or to classroom practices in general.

The Ministry of Education recommends substitutions when there are exemptions requested related to specific curriculum (Ontario Secondary Schools, Grades 9-12, Program and Diploma Requirements).

In general, the Board recommends an informed, common-sense approach to questions of religion and curriculum. Hopefully, these questions can be solved by an open discussion between the teacher, the student and his/her family.

LIMITATIONS TO RELIGIOUS ACCOMMODATION

1. The Board supports freedom of religion and an individual's right to manifest his/her religious beliefs and observances. The right to freedom of religion, however, is not absolute and religious accommodation in the Board is carried out in the larger context of the Catholic education system and denominational rights of Catholic schools.
2. The Board, at all times, will seek to accommodate an individual's right to freedom of religion in a manner that not only respects the individual's beliefs but the principles of the Catholic Church.
3. As for chapels in Catholic schools, they are specifically designed and furnished for prayer and liturgy within the Catholic tradition and are not to be considered multi-faith chapels. Following the general custom of the Church, non-Catholics are welcome to join in prayer services and liturgical celebrations of the Catholic Church community (keeping in mind some restrictions such as sharing in Holy Communion). Such a chapel is open to all people for individual silent prayer or meditation. However, it is not appropriate that non-Catholic liturgies or group prayers be held in this setting.
4. It is therefore recommended:
 - i. that school administrators designate another appropriate space or classroom, other than the chapel, for religious celebrations celebrated by other Christian denominations or faith traditions
and
 - ii. that Catholic school boards consult with their respective local Ordinary on such accommodations.

GUIDELINE FOR KIRPAN ACCOMMODATION

A Kirpan is a ceremonial sword that must be worn by all baptised Khalsa Sikhs. The Board seeks to accommodate Khalsa Sikhs who wear a kirpan under the following conditions as follows:

- At the beginning of the school year or upon registration, the student and parents/guardians must report to their respective school administration that they are Khalsa Sikhs and wear the five articles of faith, including a Kirpan.

The principal, in consultation with the student and his/her parents/guardians, will develop appropriate accommodations to allow the student to wear the Kirpan while ensuring the safety of others. These may include the following conditions:

- The Kirpan is six inches or less.
- The Kirpan will be sufficiently secured with a stitched flap so it is not easily removed from its sheath.
- The Kirpan will not be worn visibly, but under the wearer's clothing.
- There is notification in writing to the principal by the parents/guardians and student and, where possible, from the Guardwara (place of worship), confirming that the student requesting accommodation is a Khalsa Sikh.
- Students under the age of eighteen must be accompanied by parents/guardians when discussing the rules regarding the wearing of a Kirpan.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
NOVEMBER 23, 2010**

**TOPIC: ATTENDANCE AREA REVIEW COMMITTEE
FOR NOTRE DAME COLLEGE AND
ASSOCIATED ELEMENTARY SCHOOLS AREAS,
AND FOR THE PORT ROBINSON AREA**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve that an Ad Hoc Attendance Area Review Committee be formed following the Inaugural Board Meeting on December 7, 2010, to review attendance boundaries for Notre Dame College and Associated Elementary Schools Areas, and for the Port Robinson Area, as per the Attendance Areas Policy (301.3), with a recommendation to the Board by February 22, 2011.

Prepared by: James Woods, Controller of Plant
Presented by: James Woods, Controller of Plant
Approved by: John Crocco, Director of Education
Date: November 23, 2010



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

**REPORT TO THE COMMITTEE OF THE WHOLE
TUESDAY NOVEMBER 9, 2010**

**ATTENDANCE AREA REVIEW COMMITTEE
FOR NOTRE DAME COLLEGE AND ASSOCIATED ELEMENTARY
SCHOOLS AREAS, AND FOR THE PORT ROBINSON AREA**

BACKGROUND INFORMATION

The attendance boundary for St. Andrew / Notre Dame College in Welland includes Port Robinson, which lies between the Welland Canal and the attendance boundary for Monsignor Clancy / St. Charles / Denis Morris located in the Thorold/St. Catharines areas. Students from Port Robinson are attending Monsignor Clancy / St. Charles / Denis Morris as out-of bounds students and have been provided with transportation due to the fact that a bus with surplus capacity has a route in the area. A review is required to determine whether a boundary change should be made to include Port Robinson in the Monsignor Clancy / St. Charles / Denis Morris attendance area, and if so, where the new boundary should lie.

Enrolment projections including the full day kindergarten program indicate enrolment pressures in the next several years for St. Kevin Elementary School in Welland. St. Kevin is on a small site with no room for expansion or portable placement. A review is required to determine whether a boundary change should be made to relieve this pressure, and if so, where the new boundary should lie, and what affect this would have on neighbouring schools.

RECOMMENDATION

THAT the Committee of the Whole recommend to the Niagara Catholic District School Board that an Ad Hoc Attendance Area Review Committee be formed following the Inaugural Board Meeting on December 7, 2010, to review attendance boundaries for Notre Dame College and Associated Elementary Schools Areas, and for the Port Robinson Area, as per the Attendance Areas Policy (301.3), with a recommendation to the Board by February 22, 2011.

Prepared by: James Woods, Controller of Plant
Presented by: James Woods, Controller of Plant
Approved by: John Crocco, Director of Education
Date: November 9, 2010

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
NOVEMBER 23, 2010**

**TOPIC: FINANCIAL REPORTS
MONTHLY BANKING TRANSACTIONS
OCTOBER 2010**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the report on the Monthly Banking Transactions for the month of October 2010, as presented.

Prepared by: Larry Reich, Superintendent of Business and Financial Services

Presented by: Larry Reich, Superintendent of Business and Financial Services

Approved by: John Crocco, Director of Education

Date: November 23, 2010



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

**REPORT TO THE COMMITTEE OF THE WHOLE
NOVEMBER 9, 2010**

**MONTHLY BANKING TRANSACTIONS
FOR THE MONTH OF OCTOBER, 2010**

BACKGROUND INFORMATION

In accordance with the Monthly Financial Reports Policy Statement, we are pleased to enclose the Monthly Banking Transactions for the month of October 2010 for the Niagara Catholic District School Board. (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 Committee of the Whole recommends that the Niagara Catholic District School Board approve the Report on the Monthly Banking Transactions for the month of October 2010 as presented.

Prepared by: Larry Reich, Superintendent of Business & Financial Services
Presented by: Larry Reich, Superintendent of Business & Financial Services
Approved by: John Crocco, Director of Education
Date: Nov. 9, 2010

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD REPORT ON BANKING TRANSACTIONS		
SUMMARY OF BANK TRANSACTIONS FOR THE MONTH OF:		OCTOBER, 2010
DESCRIPTION OF ITEMS		BANK ACCOUNT
CASH BALANCE AT BEGINNING OF MONTH	(A)	33,961,303
OPERATING CASH RECEIPTS FOR THE MONTH		
1. GENERAL LEGISLATIVE GRANTS		15,591,450
2. OTHER GRANTS (EPO, O.E.Y.C.)		1,547,029
3. INTEREST REVENUE		21,414
4. MUNICIPAL TAXES		0
5. TUITION FEES REVENUE - A.C.E. & OTHER		31,100
6. SALE OF LAND (Re: Thomas Centre)		11,002
7. GOVERNMENT REBATES (GST 68% REBATE ON TAXABLE PURCHASES)		0
8. RECOVERY OF COSTS (LTD, WCB, BENEFITS, OTHER REIMBURSEMENTS))		206,028
9. OTHER CASH RECEIPTS - Reimbursements of Employee Benefits - Green Shield Refund		12,486 0
10. PROCEEDS FROM DEBENTURE ISSUE (NET)		0
11. CAPITAL LOAN PRINCIPAL ADVANCES		0
TOTAL OPERATING CASH RECEIPTS AND LOAN ADVANCE	(B)	17,420,510
OPERATING CASH DISBURSEMENTS FOR THE MONTH		
1. ACCOUNTS PAYABLE (NET OF CANCELLED CHEQUES AND DEBT REPAYMENTS)		(18,320,681)
2. TEACHER PENSION DEDUCTIONS		(1,308,448)
3. O.M.E.R.S. PENSION DEDUCTIONS		(349,596)
4. CANADA SAVINGS BONDS DEDUCTIONS		(124,067)
5. TRANSFER TO 4 OVER 5 TRUST ACCOUNTS	[]	(68,634)
6. OTHER DEBITS		(57,189)
7. INTEREST PAYMENTS ON CAPITAL DEBT		(998,863)
8. PRINCIPAL PAYMENTS ON CAPITAL DEBT		(611,704)
TOTAL OPERATING CASH DISBURSEMENTS	(C)	(21,839,181.97)
CASH BALANCE AT END OF MONTH	A + B - C = D	(D) 29,542,631

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD REPORT ON LOAN BALANCES				
SUMMARY OF LOAN BALANCES AS AT : OCTOBER, 2010				
The Debentures & Capital Loans are made up as follows:				
Loan Description	Opening Balance	Loan Advances	Loan Repayments	Ending Balance
1. GPL1 Loan 25 YR.	(12,853,291.68)			(12,853,291.68)
2. GPL2 Loan 25 YR.	(9,897,427.64)			(9,897,427.64)
3. GPL3 Loan 25 YR.	(4,585,476.67)			(4,585,476.67)
6. Debenture (Niagara Region)	(2,112,000.00)		\$283,000.00	(1,829,000.00)
7. Debenture (Niagara Region)	(3,168,000.00)			(3,168,000.00)
8. Capital Projects - Completed 2001	(20,700,602.09)		\$256,179.37	(20,444,422.72)
9. Capital Projects - Completed 2002/03	(21,693,889.34)			(21,693,889.34)
10 Capital Projects - Completed 2004/05	(8,945,751.63)		\$72,524.27	(8,873,227.36)
11 Capital Projects - Completed 2005/06	(7,939,010.37)			(7,939,010.37)
Total Debentures & Capital Loans	(91,895,449.42)	0.00	(611,703.64)	(91,283,745.78)

PREPARED BY : William Tumath
 PRESENTED BY: Larry Reich

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
NOVEMBER 23, 2010**

**TOPIC: FINANCIAL REPORTS
STATEMENT OF REVENUE & EXPENDITURES
OCTOBER 31, 2010**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Statement of Revenue and Expenditures as at October 31, 2010, as presented.

Prepared by: Larry Reich, Superintendent of Business and Financial Services

Presented by: Larry Reich, Superintendent of Business and Financial Services

Approved by: John Crocco, Director of Education

Date: November 23, 2010



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

**REPORT TO THE COMMITTEE OF THE WHOLE
NOVEMBER 9, 2010**

**STATEMENT OF REVENUE AND EXPENDITURES
AS AT OCTOBER 31, 2010**

In accordance with the Monthly Financial Reports Policy Statement, we are pleased to enclose the Statement of Revenue and Expenditures as at October 31, 2010 for the Niagara Catholic District School Board. (See Appendix A)

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

RECOMMENDATION

THAT the Committee of the Whole recommends that the Niagara Catholic District School Board approve the Report on the Statement of Revenue and Expenditures as at October 31, 2010 as presented.

Prepared by: Larry Reich, Superintendent of Business & Financial Services
Presented by: Larry Reich, Superintendent of Business & Financial Services
Approved by: John Crocco, Director of Education
Date: November 9, 2010

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
SUMMARY OF REVENUE AND EXPENDITURES
AS AT OCTOBER 31, 2010**

ACCOUNT DISCRIPTION	THIS YEAR					LAST YEAR		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMITTED	EXPENDED	BUDGET	% AVAIL
REVENUE								
REVENUE	-52,497,278	-239,079,974	78.0%	-186,582,696	0	-51,346,066	-230,111,033	77.7%
TOTAL REVENUE	-52,497,278	-239,079,974	78.0%	-186,582,696	0	-51,346,066	-230,111,033	77.7%
EXPENDITURES								
BOARD ADMINISTRATION	1,372,655	7,421,896	81.5%	6,049,241	118,105	1,244,397	7,315,444	83.0%
ELEMENTARY SCHOOLS	19,964,239	115,188,726	82.7%	95,224,487	1,662,576	18,440,913	108,279,161	83.0%
SECONDARY SCHOOLS	11,814,588	67,456,646	82.5%	55,642,058	353,993	11,457,210	65,163,057	82.4%
CONTINUING EDUCATION	717,043	5,846,459	87.7%	5,129,416	80,634	731,517	6,497,202	88.7%
PLANT OPERATIONS	1,645,183	17,465,897	90.6%	15,820,714	173,467	1,641,292	16,631,386	90.1%
PLANT MAINTENANCE	365,293	3,492,449	89.5%	3,127,156	130,067	361,529	3,538,658	89.8%
TRANSPORTATION	909,988	10,462,845	91.3%	9,552,857	10	639,854	10,641,107	94.0%
CAPITAL AND OTHER EXPENDITURES	1,438,817	11,745,056	87.7%	10,306,239	550,709	1,333,261	12,045,018	88.9%
TOTAL EXPENDITURES	38,227,806	239,079,974	84.0%	200,852,168	3,069,561	35,849,973	230,111,033	84.4%

PREPARED BY : William Tumath
Finance Department

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
NOVEMBER 23, 2010**

**TOPIC: SPECIAL EDUCATION ADVISORY COMMITTEE
APPROVED MINUTES OF THE S.E.A.C. MEETING
OF OCTOBER 6, 2010**

RECOMMENDATION

THAT the Niagara Catholic District School Board receive the Approved Minutes of the Special Education Advisory Committee Meeting of October 6, 2010, as presented for information.



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

MINUTES OF THE SPECIAL EDUCATION ADVISORY COMMITTEE MEETING WEDNESDAY, OCTOBER 6, 2010

Minutes of the Meeting of the Special Education Advisory Committee, held on Wednesday, October 6, 2010, 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 (Chair)	The Tourette Syndrome Association of Ontario	✓		
Kim Rosati (Vice-Chair)	VOICE for Hearing Impaired Children	✓		
Connie Parry	Association for Bright Children	✓		
Heather Schneider	Community Living-Welland/Pelham	✓		
Ashley Graham	Learning Disabilities Association		✓	
Sarina Labonte	Community Living-Grimsby, Lincoln & West Lincoln		✓	
Rob Lavorato	Down Syndrome Caring Parents (Niagara)	✓		
Mike Gowan	Autism Ontario	✓		
Jim Wells	John Howard Society of Niagara			✓
Dianne Radunsky	Ontario Brain Injury Association	✓		
Trustees				
Gary Crole		✓		
Maurice Charbonneau			✓	
Kathy Burtnik		✓		

The following staff were in attendance:

Yolanda Baldasaro, Superintendent of Education; **Marcel Jacques**, Administrator Special Education; **Patsy Rocca**, Principal-Elementary; **Ted Farrell**, Principal-Secondary; **Tina DiFrancesco**, Recording Secretary

Introductions

Chair Racine introduced Naomi Gutknecht, Program Coordinator, LDA-N who will replace Ashley Graham as the new Primary Representative on the SEAC and announced that Carole Fuhrer has resigned as the alternate LDA-N representative.

3. Approval of the Agenda

Moved by Rob Lavorato

Seconded by Dianne Radunsky

THAT the Special Education Advisory Committee approve the Agenda of the Special Education Advisory Committee Meeting of October 6, 2010.

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 September 8, 2010

Moved by Heather Schneider

Seconded by Kim Rosati

THAT the Special Education Advisory Committee approve the Minutes of the Special Education Advisory Committee Meeting of September 8, 2010, as presented.

CARRIED

B. PRESENTATIONS

1. CCAC – Frank Woodhall

Marcel Jacques, Administrator Special Education introduced Frank Woodhall, Client Services Manager, Hamilton Niagara Haldimand Brant (HNHB) CCAC, Brant Branch. Frank Woodhall presented a PowerPoint providing an overview of the CCAC, including the areas they serve, the range of services they provide and their service delivery. Questions were asked following the presentation.

2. Trustee Crole – Role of the SEAC

Trustee Crole described the role and responsibilities of a Catholic School Trustee, including the relationship with the SEAC and the process of bringing recommendations to the Board. A copy of the September Committee of the Whole and Board agendas were presented to the SEAC members for information.

C. VISIONING

1. Goals and Vision for 2010/2011

1.1 Review of Goals and Objectives including:

Chair Racine presented the 2009/2010 Proposed Goals to the members for review. Staff suggested that the results from the ERT survey be used to determine the goals for 2010/2011 and to align the goals with the Board's *Vision 2020* and *Enabling Strategies*.

1.1.1 EA Survey - Deferred

1.1.2 SEAC Logo

Chair Racine presented information that Carole Fuhrer has researched. A discussion will be held at the next meeting.

1.1.3 Follow up on ERT Survey – Deferred to the November meeting

D. BUSINESS ARISING FROM THE MINUTES OF THE MEETING OF SEPTEMBER 8, 2010

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 Orientation for the SEAC – Presentations in November from Connie Parry, Yolanda Baldasaro and Marcel Jacques

Connie Parry will do a presentation in November. Superintendent Baldasaro and Marcel Jacques will do a presentation in December.

6.2 List of Exceptionalities for Awareness Months

SEAC members will provide Marcel Jacques with information to send out to Niagara Catholic District School Board staff. Information is posted on the Board website under *Parents/Community, Community eFlyer*.

6.3 Newsletter – Dates for future submission

Superintendent Baldasaro suggested aligning the newsletter with report card periods.

7. Policy Review

E. AGENCY REPORTS

1. VOICE for Hearing Impaired Children – Kim Rosati

- VOICE participated in a press conference on Parliament Hill yesterday (October 5, 2010) advocating for changes to the Disability Tax Credit Criteria. The current criteria for eligibility for the Tax Credit, and subsequently the Disability Savings Plan, discriminates against individuals with a hearing loss who use cochlear implant or digital hearing aid technology and who have learned to speak. Attached is the Press Release for more information.
- VOICE Supports Universal Infant Hearing Screening
As part of a national campaign to improve early identification of hearing loss in children, CASLPA (Canadian Association of Speech-Language Pathologists & Audiologists) on Monday, October 4th held a press conference to launch its new position paper on Universal Newborn Hearing Screening (UNHS). Attached is the recent article and a link for further information.
- November 6th, 2010 will be the VOICE SEAC Workshop in Mississauga. One of the information sessions will be on the PAAC on SEAC handbook – best practice.

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

- The DSAO Annual Conference is being held on October 15th – 17th, 2010 at the Sheraton Fallsview in Niagara Falls. Newsletter and Conference Agenda were included in the October agenda package.

3. Community Living – Welland/Pelham – Heather Schneider

- A General Membership meeting will be held on Thursday, October 14th, 2010 at 7:00p.m. The location is 535 Sutherland Avenue in Welland. Included is a presentation on Private Members Bill – Bill 83, Legislation to Protect Vulnerable People Against Picketing Act, 2010.
- Annual Christmas Dinner Dance/Silent Auction will be held on Saturday, November 20, 2010 at 5:00p.m. – Symposium (Bidding Begins), 6:30p.m. Dinner. The location is the Croatian National Hall on 6 Broadway Avenue in Welland. The cost is \$50.00 per person.

4. Association for Bright Children – Connie Parry

- Nil Report

5. Community Living – Grimsby, Lincoln and West Lincoln – Sarina Labonte

- Our agency is embarking on a renewed Strategic Planning Process throughout the month of October 2010 to help shape our future over the next five years.
- New regulations for the Social Inclusion Act are being developed with regards to eligibility criteria, application and funding entities, individual funding, quality assurance requirements for transfer payment agencies with additional regulations in the future;
- A dual diagnosis supportive housing program has been established in St. Catharines by Mainstream and Gateway Niagara providing rent-geared-to-income single apartments to persons with intellectual and mental health challenges.
- Many systems planning meetings and local service networks have resumed their meetings after the summer.
- In partnership with the Rotary Club of Grimsby, Community Living – Grimsby, Lincoln and West Lincoln planned and hosted its 43rd annual Grimsby Festival of Art on September 11, 2010. This is a major fundraiser for both organizations.

6. Learning Disabilities Association of Niagara – Ashley Graham

- Nil Report

7. Autism Ontario – Mike Gowan

- The Grand Opening of the new location on Page Street in St. Catharines was held on Friday, October 1st, 2010. This location includes a sensory room and four rooms for Social Skills programs.

8. The Tourette Syndrome Association of Ontario – Anna Racine

- Nil Report

9. John Howard Society of Niagara – Jim Wells

- Nil Report

10. Ontario Brain Injury Association – Dianne Radunsky

- The Ontario Brain Injury Association (OBIA) is part of an Alliance called the “Alliance of Brain-based Disorders of Ontario” (ABDO) The ABDO Alliance is made up of 5 organizations representing children, adolescents and adults with Brain-based disorders. Shared concerns of how the people they represent are misunderstood brought them together. At this time the ABDO is focusing on children and adolescents in the education system. Collectively, ABDO group has a wealth of knowledge and expertise about Brain-based disorders.

To date the 5 organizations who participate on the Alliance are Centre for ADD/ADHD Advocacy Canada, Learning Disabilities Association of Ontario, Ontario Brain Injury Association, Fetal Alcohol Spectrum Disorder Ontario Network of Expertise and Tourette Syndrome Foundation of Canada.

Recently the group met with Ministry of Education assistants, Catharine Mitchell, Chris Green and Barry Finlay. The objective was to bring awareness to the Minister of Education regarding the various problems that children and adolescents with brain disorders face on a daily basis while going to school.

The ABDO group spoke concerning how the lack of knowledge about Brain-based disorders can impact learning and behaviour therefore can result in inappropriate and potentially harmful ways of dealing with these children. Quite often these children's needs are confused with other students who are labeled as having motivation difficulties and/or behavioural problems.

They also spoke about how the failure to understand that behaviours expressed by these students are not chosen or learned, results in misguided attempts to change behaviour through ineffective consequences and punishment. Generally speaking these approaches frequently exacerbate behaviours. Without targeted interventions and strategies teachers are unable to help the students effectively.

They talked about how reactive approaches rather than knowledge based proactive approaches results in these students having poor self esteem, the cost on teachers and administrator's time, energy and frustration. The costs to Boards in lost hours and the costs to family stress, time off work, stigmatization and isolation. Mediating complaints is costly to the Ministry not to mention the costs to society with higher drop out rates, increased welfare, increased mental health and a burden of cost to our correctional system.

Together the students that are represented are a significant percentage; however the time and energy they demand is even more significant.

The conclusion was that key strategies would be to provide awareness and training to educators to improve their understanding of these students. There is a meeting scheduled on February 26, 2011 to meet with a representative from the Policy Department of the Ministry of Education.

John Kumpf has been invited by an instructor to an Additional Qualification course on Special Education to make a presentation to 20 teachers who are taking the Special Education Part I course.

OBIA's calls increased from parents of students who have a brain injury who were slated to start high school this September. The chief concern is that once again the students will be deemed "slow learners" and could be put in a congregated class with a severely watered down curriculum. Transitions are always challenging and once again the answer is awareness and training.

The good news is that we are getting more opportunities to provide the training and our expectation is that as the word gets around the requests will increase.

OBIA offers their LEVEL I TRAINING OPPORTUNITY ON NOVEMBER 5 & 6, 2010 (FRI. & SAT.) "Children and Youth with Acquired Brain Injury". There are still some spots available so please contact Debbie Spaulding at 905-641-8877 ext. 224 to register.

F. STAFF REPORTS

1. *Patsy Rocca – Principal, Elementary*

- Most of the Elementary Schools have completed another successful Terry Fox Walk.
- Throughout the month of October special activities will include The Holy Childhood Walk and Prayer Services, as well as various initiatives to support the needy in our communities during Thanksgiving through Food Drives.
- All staff are working diligently to meet with parents and finalize the IEP's.
- EQAO Results have come back for individual students and school improvement teams are using that data to determine next steps for school improvement planning.
- Board Cross Country tournament will take place on October 22nd at Queenston Heights.
- The PA day will be this Friday with a focus on School Improvement and Program goal setting.

2. *Ted Farrell – Principal, Secondary*

- Individual Education Plans will be mailed home to parents on October 15th.
- The S.N.A.P. (Special Needs Activity Program) through Brock University is beginning shortly for students in the Special Education classes.
- The DM Special Education Team is excited to host the 3rd Annual Special Needs Halloween Dance at Denis Morris in the Father Kenneth Burns Gymnasium on Friday, October 29th. Students with Special Needs from across the Niagara Catholic District School Board will be participating in this grand event.
- **Blessed Trinity**
Students in the Special Education class are attending mass weekly at 9 a.m. with the parishioners at St. Joseph's. They are also assisting with the breakfast club by baking muffins for students and helping with the clean up as part of the life skills program.
- **Denis Morris**
Julia Longo has been named to the Special Olympics Canada roster for swimming. Julia will be competing at the 2011 World Summer Games taking place June 25 to July 4, 2011 in Athens, Greece. The Denis Morris community is extremely proud of her accomplishments.
- **Holy Cross**
The Special Education department at Holy Cross Secondary School is enjoying a busy and interactive start to the year. Co-op placements have been put in place and students are enjoying the world of work at various businesses including Walmart on Welland Avenue, Sobeys on Scott Street, and Valumart in Virgil. We appreciate these businesses providing us with the opportunity to reinforce important life skills. The students who are on direct bus routes to their placements are learning to take city transit with the support from Educational Assistants.
- Students in the Special Education class have been thoroughly enjoying the bi-weekly visits from music therapist Mendelt Hookstra of Bethesda. Mendelt brings his keyboard and/or guitar and plays all of the students' favourites with a jazzy flavour that is uniquely his style.
- **Lakeshore Catholic**
There are multiple students taking part in co-op programs in the community. Special Education class and staff are taking a leadership role in the Thanksgiving food drive involved with setting up, serving and cleaning up for the daily nutrition program at Lakeshore Catholic. Structured teaching programs are set up and running for a few Special Education students. There is Smart board training for staff for use in structured teaching.

- **Notre Dame College School**

The school year is off to a busy start. Students supported by the Special Education Class are currently participating in Co-operative Education placements at the C.E.C., Dollar Giant, Harvey's and Café on Main. Other students are working on in-school prevocational programs assisting in the Main Office and Cosmetology Program. Alex Stewart, who is also receiving Special Education support, is once again a member of the Notre Dame Swim Team and competing in the SWAD category.

- **Saint Michael**

Structured Teaching approaches have been set in place for most students in the Special Education Class. New Co-ops have been arranged for Special Education class students in addition to having students take part in many of our technology classes. Students continue their weekly visits into the community; swimming at YMCA, bowling, and participation in the H.A.T.S. program (horseback riding).

3. **Marcel Jacques – Administrator Special Education**

- There has been an increase in the number of classrooms involved in the The Stop Now and Plan (SNAP) program. Last year four classrooms were involved. There are ten classes currently participating and an additional ten classes will be involved in January 2011.

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

- One hundred and thirty-two staff and students of the Niagara Catholic District School Board will be attending the Montreal Stadium for the Mass, in honour of the Canonization of Blessed Brother Andre.
- Friday, October 8th, 2010 is a Professional Activity Day for all employee groups.
- The Special Education Funding Discussion was held at the Nicholas Mancini Centre in Hamilton on Wednesday, October 6th, 2010. Superintendent Baldasaro, Marcel Jacques, Pat Rocca, Ted Farrell and Connie Parry were in attendance.

G. TRUSTEE REPORTS

1. **Gary Crole – Trustee**

- Nil Report

2. **Kathy Burtnik– Trustee**

- Nil Report

H. 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*

The Employee Workplace Violence Policy, Equity and Inclusive Education Policy and Religious Accommodation Policy were sent electronically to the SEAC members for review. There was a discussion in regards to the reviewing of policies. Staff informed the members that they can respond individually or as a SEAC. Chair Racine stated that she would respond on behalf of the SEAC. Any recommendations can be forwarded to her by October 11th, 2010. Vetting closes October 15th, 2010

I. CORRESPONDENCE

J. QUESTION PERIOD

K. NOTICES OF MOTION

L. AGENDA ITEMS – DISCUSSION FOR FUTURE MEETINGS

The Ministry of Education is requesting the assistance of provincial SEACs to ensure that all SEAC members are provided with up to date information. A survey has been developed to provide SEAC members the opportunity to provide feedback on SEAC practices, orientation, the SEAC Learning website and the development of resources. Copies of the survey were provided to the SEAC members for review at the November meeting. The deadline to respond to the Ministry of Education is December 1st, 2010.

M. INFORMATION ITEMS

N. NEXT MEETING:

Wednesday, November 3, 2010 at 7:00p.m. at the Catholic Education Centre

O. ADJOURNMENT

Moved by Mike Gowan

Seconded by Heather Schneider

THAT the October 6, 2010 meeting of the Special Education Advisory Committee be adjourned.

CARRIED

This meeting was adjourned at 9:20p.m.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
NOVEMBER 23, 2010**

**TOPIC: SPECIAL EDUCATION ADVISORY COMMITTEE
RECOMMENDATION FROM UNAPPROVED MINUTES OF THE
S.E.A.C. MEETING NOVEMBER 3, 2010
CHANGES TO S.E.AC. REPRESENTATION FROM THE
LEARNING DISABILITIES ASSOCIATION OF NIAGARA**

The following recommendation is being presented for the Board's consideration from the Unapproved Minutes of the S.E.A.C. Meeting of November 3, 2010:

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the change in representation for the Learning Disabilities Association of Niagara to the Special Education Advisory Committee; Primary Representative: Ms. Naomi Gutknecht; Alternate Representative: Dr. John McNamara.



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

**REPORT TO THE BOARD MEETING
NOVEMBER 23, 2010**

**CHANGE IN REPRESENTATION TO THE
SPECIAL EDUCATION ADVISORY COMMITTEE**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the change in representation for the Learning Disabilities Association of Niagara to the Special Education Advisory Committee; Primary Representative: Ms. Naomi Gutknecht; Alternate Representative: Dr. John McNamara.

Prepared by: Yolanda Baldasaro, Superintendent of Education

Presented by: Yolanda Baldasaro, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: November 23, 2010



Idanr • Learning Disabilities Association of Niagara Region

October 8th, 2010
Niagara Catholic District School Board
427 Rice Road,
Welland, Ontario
L3C 7C1



Attn: Kathy Burtnik
Chair, Board of Trustees

Dear Ms. Burtnik:

The Learning Disabilities Association would like to request that the Board of Trustees consider the following changes as it relates to our representation on SEAC:

Ms. Carole Fuhrer	Resignation from NCDSB SEAC alternate
Ms. Ashley Graham	Resignation from NCDSB SEAC primary
Ms. Naomi Gutknecht	Approval to become LDA-Niagara's Primary Contact on NCDSB SEAC
Dr. John McNamara	Approval to become LDA-Niagara's Alternate Contact

Naomi assumed the role of LDA-Niagara's Program Coordinator in July and can be reached at:

LDA-Niagara
366 St. Paul Street East
St. Catharines, ON
L2R 3N2

905-641-1021
naomildan@cogeco.net

If you require additional information as you consider this request, please feel free to contact me at 905-935-9345. On behalf of the Learning Disabilities Association of Niagara, thank you for inviting our agency to the SEAC table and we look forward to our continued involvement.

Sincerely,

Nicole Dumais
Vice-Chair, LDA-Niagara

Cc:	
Ms. Anna Racine	Chair SEAC
Mr. John Crocco ✓	Director of Education
Ms. Naomi Gutknecht	Program Coordinator, LDA-Niagara
Dr. John McNamara	Board of Directors, LDA-Niagara
Ms. Carole Fuhrer	

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
NOVEMBER 23, 2010**

**TOPIC: SPECIAL EDUCATION ADVISORY COMMITTEE
EXCERPT FROM UNAPPROVED MINUTES OF THE S.E.A.C.
MEETING NOVEMBER 3, 2010
RECOGNITION OF TRUSTEE CROLE**

The following is an excerpt from the Unapproved Minutes of the S.E.A.C. Meeting of November 3, 2010 that S.E.A.C. requested to acknowledge at the November Board Meeting.

“SEAC extends its appreciation to Trustee Crole for his involvement and support of the Special Education Advisory Committee during his years of service.”

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
NOVEMBER 23, 2010**

**TOPIC: AUDITED FINANCIAL STATEMENTS
FOR THE YEAR 2009-2010**

A verbal report on the Audited Financial Statements
for the Year 2009-2010 will be presented.

Prepared by: Larry Reich, Superintendent of Business & Financial Services

Presented by: Larry Reich, Superintendent of Business & Financial Services

Approved by: John Crocco, Director of Education

Date: November 23, 2010

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
NOVEMBER 23, 2010**

**TOPIC: TRUSTEE INFORMATION
SPOTLIGHT ON NIAGARA CATHOLIC
NOVEMBER 9, 2010**



Spotlight

on
NIAGARA CATHOLIC
Nurturing Souls & Building Minds

www.niagaracatholic.ca

November 9, 2010

Niagara Catholic Pilgrims Travel to Montréal to Celebrate St. Brother André



More than 125 members of the Niagara Catholic family travelled to Montréal October 29th and 30th to attend the Thanksgiving Mass celebrating the canonization of St. Brother André.

The group boarded three buses in St. Catharines at 6 a.m. and travelled to Montréal, where they visited religious sites such as the Saint Joseph Oratory, which was founded by St. Brother André, and the Notre Dame Basilica.

The highlight of the trip was the Mass at Montréal's Olympic Stadium, celebrated by His Eminence, Jean-Claude Cardinal Turcotte. More than 50,000 people attended this historic Mass, including Prime Minister Stephen Harper and Québec Premier J an Char st.

During the November 9th Committee of the Whole Meeting, Niagara Catholic Director of Education John Crocco remarked on the experience of being a part of the historic celebration.

"It was certainly a spiritual experience for all students and staff to be in Montr al for the Thanksgiving Mass in honour of St. Brother Andr ," Mr. Crocco said. *"The atmosphere throughout the city was incredible during the time we were there, as thousands and thousands of Catholics came together to celebrate the life and the canonization of a humble man whose faith and compassion enabled him to perform miracles. It was truly remarkable to see places such as the Notre Dame Basilica and the Saint Joseph Oratory, which were so important to Brother Andr . I believe that those who participated had an experience that they will never forget."*

Top: Members of the Niagara Catholic group which travelled to Montr al stand on the steps of the Saint Joseph Oratory of Mount Royal, which was founded by St. Brother Andr .

Left: A portrait of Brother Andr  depicting his death is one of many on display at the Oratory.



Elementary PE, Health Curriculum Revised

Elementary students throughout Niagara Catholic will not only learn how to become even more active this year, they will also learn why it's important to get up and move.

During the November 9th Committee of the Whole Meeting, Niagara Catholic Physical Education Consultant Mike Sheahan shared information about the revisions to the elementary physical education curriculum which is now in practice in Niagara Catholic schools.

The new curriculum focuses on the vision that knowledge and skills acquired in the health and physical education curriculum will benefit students throughout their lives. It focuses on personal and interpersonal skills, critical and creative thinking, healthy living, active living and movement competence.

Research shows a strong connection between student success and the physical activity levels of youth. The new curriculum represents a shift in the way physical education and health are taught, so students have the skills to make healthy decisions throughout their lives.

Teachers will focus on physical literacy, which will help students: move with confidence in a wide variety of physical activities to the benefit of the whole person; consistently develop the motivation and ability to understand, communicate, apply and analyze different forms of movement; and develop the ability to demonstrate a variety of movements confidently, competently, creatively and strategically.

Students will also learn the skills required to make healthy lifestyle decisions and the connections between healthy and unhealthy choices and outcomes so they will make a lifelong commitment to making choices that are beneficial to and respectful of themselves and others.

Topics of the health strand of the curriculum include Healthy Eating, Personal Safety and Injury Prevention, Substance Abuse, Addictions and Related Behaviours. Growth and Development expectations in Niagara Catholic elementary schools will continue to be delivered through our Religious Education curriculum and Fully Alive.

Mr. Sheahan said the new curriculum is most beneficial when offered in a healthy school, which allows students to learn through movement in a physically and emotionally safe, child-centered environment where balanced and programs are connected to real life. It works most effectively when vigorous physical education is available each day and when schools provide ongoing opportunities for improvement and maintenance of fitness, challenging activities which offer opportunities for growth and development and teaches students to understand what they are doing and why. Niagara Catholic recognizes that healthy schools benefit both individuals and society in many ways and is committed to making all its schools healthy schools.

The new curriculum offers the opportunity for cross-curricular integration, such as literacy, numeracy and critical thinking skills as students learn about making judgements through self and peer assessments.



Attendance Area Review

The Committee of the Whole has recommended the establishment of an Attendance Area Review Committee to address the changing demographics in the attendance boundary for Notre Dame College School in Welland and its associate schools.

The area includes the community of Port Robinson, which is located between the Welland Canal and the attendance area for St. Charles and Monsignor Clancy Catholic Elementary Schools in Thorold and Denis Morris Catholic High School in St. Catharines.

If the recommendation is approved, an Ad Hoc Attendance Area Review Committee will be formed following the Inaugural Meeting in December and will present its recommendations to the Board by February 22nd, 2011.

Inaugural Meeting December 7

The new Niagara Catholic Board of Trustees will be sworn in at the Inaugural Meeting on Tuesday, December 7th at Saint Michael Catholic High School in Niagara Falls at 7 p.m.

Bishop Bergie will celebrate a Commissioning Rite Mass prior to the Inaugural Meeting. The Honourable Mr. Justice Joseph Henderson will be administering the Declaration of Office and Oath of Allegiance.

Four Policies Recommended

The Niagara Catholic Committee of the Whole recommended four policies for Board approval during the November 9th meeting.

The Trustee Code of Conduct Policy, Employee Workplace Violence Policy, Equity and Inclusive Education Policy and Religious Accommodation Policy will be presented to the Board for consideration at the November 23rd meeting.

Upcoming Official Blessing Ceremonies

On November 24th, Niagara Catholic will celebrate the official opening and blessing of St. Joseph Catholic Elementary School in Grimsby.

On November 30th, a similar ceremony will take place at Our Lady of Fatima Catholic Elementary School also in Grimsby.

On December 2nd, the Saint Paul Catholic High School Chapel will be renamed St. Brother Andre Chapel.

Bishop Bergie will officiate at all of the above ceremonies.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
NOVEMBER 23, 2010**

**TOPIC: TRUSTEE INFORMATION
CALENDAR OF EVENTS – DECEMBER 2010**

December 2010

SUN MON TUE WED THU FRI SAT

SUN	MON	TUE	WED	THU	FRI	SAT
			1 SEAC Mtg Board-wide Spelling Bee Saint Michael Gr 4-8	2 Renaming of Saint Paul CHS chapel	3	4
5	6 National Day of Remembrance and Action on Violence Against Women	7 Inaugural Mtg / CW	8 Gr 8 Masses	9	10	11
12	13 Christmas Choirfest Dec 13 - 17	14	15	16 Admin, Trustee & Parish Priest luncheon	17	18
19	20	21 Bd Mtg	22	23	24 Christmas Eve	25 Christmas
26 Boxing Day	27	28	29	30	31 New Year's Eve	



Board Christmas Shutdown



Niagara Catholic District School Board
Events posted at www.niagaracatholic.ca