

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, MARCH 29, 2011

7:00 P.M.

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

A. ROUTINE MATTERS

- 1. Opening Prayers – Trustee Burtnik -
- 2. Roll Call -
- 3. Approval of the Agenda -
- 4. Declaration of Conflict of Interest -
- 5. Minutes of the Board Meeting of February 22, 2011 A5

B. DELEGATIONS/PRESENTATIONS

- 1. Lakeshore Catholic High School Play “Pressure” B1
- 2. Niagara Peninsula Conservation Authority ECO School Program Awards B2

C. COMMITTEE AND STAFF REPORTS

- 1. School Excellence Program C1
St. Joseph Catholic Elementary School, Grimsby
- 2. Unapproved Minutes of the Committee of the Whole Meeting of March 9, 2011 C2
and Consideration of Recommendations
 - 2.1 Complaint Resolution Policy (800.3) C2.1
 - 2.2 Nutrition Policy (302.7) C2.2
- 3. Approved Minutes of the S.E.A.C. Meeting of February 2, 2011 C3
- 4. Extended Overnight Field Trip/Excursion/Exchange Trip Information C4
- 5. Financial Reports
 - 5.1 Monthly Banking Transactions for the Month of February 2011 C5.1
 - 5.2 Statement of Revenue and Expenditures as at February 28, 2011 C5.2

D. TRUSTEE ITEMS, OPEN QUESTION PERIOD & OTHER BUSINESS

- 1. Correspondence -
- 2. Report on Trustee Conferences Attended -
- 3. General Discussion to Plan for Future Action -

- 4. Trustee Information -
 - 4.1 Spotlight on Niagara Catholic – March 8, 2011 D4.1
 - 4.2 Calendar of Events – April 2011 D4.2
 - 4.3 Trustee & Senior Staff Faith Formation Retreat – March 30, 2011 – Mount Carmel -
 - 4.4 Ontario Catholic Student Leadership Conference 2011 – March 31 – April 2, 2011 -
 - 4.5 Tentative Special Board Meeting following April Committee of the Whole Meeting Blessed Trinity Catholic Secondary School Tender -
 - 4.6 Tentative Ground Breaking Ceremony - Blessed Trinity Catholic Secondary School April 27, 2011 -
- 5. Open Question Period -
(The purpose of the Open Question Period is to allow members of the Catholic school supporting public to ask about items on that night's public

E. NOTICES OF MOTION

F. BUSINESS IN CAMERA

G. REPORT ON IN CAMERA SESSION

H. FUTURE MEETINGS AND EVENTS

I. MOMENT OF SILENT REFLECTION FOR LIFE

J. ADJOURNMENT

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
MARCH 29, 2011**

**TOPIC: MINUTES OF THE BOARD MEETING OF
FEBRUARY 22, 2011**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Minutes of Board Meeting of February 22, 2011, as presented.



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

MINUTES OF THE BOARD MEETING

TUESDAY, FEBRUARY 22, 2011

Minutes of the Meeting of the Niagara Catholic District School Board, held on Tuesday, February 22, 2011, 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 Trustee Sicoli.

2. Roll Call

Moved by Trustee Burkholder
Seconded by Trustee O'Leary

THAT the Niagara Catholic District School Board excuse Trustee Nieuwesteeg from attending the Board Meeting of February 22, 2011.

CARRIED

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

The following staff were in attendance:

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

3. Approval of the Agenda

Moved by Trustee Burkholder

Seconded by Trustee O'Leary

THAT the Niagara Catholic District School Board approve the Agenda of the Board Meeting of February 22, 2011, as amended:

ADDITION TO THE PUBLIC AGENDA

ITEM C8 – Long Term Financing of Capital Projects Completed by August 31, 2010

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 January 25, 2011

Trustee MacNeil raised a question regarding the Catholic Leadership: Principal and Vice-Principal Selection Policy which went directly from the January Policy Committee to the January Board Meeting rather than the usual process as indicated in Board By-Law Section 17.

Chairperson Burtnik explained that no procedural error was made; and that the Policy had followed the process from Policy Committee to Committee of the Whole before being referred from the Committee of the Whole back to the Policy Committee; and that the Policy Committee then approved the Catholic Leadership: Principal/Vice-Principal Selection Policy recommendation to the Board.

Moved by Trustee Charbonneau

Seconded by Trustee O'Leary

THAT the Niagara Catholic District School Board approve the Minutes of the Board Meeting of January 25, 2011, as presented.

CARRIED

B. DELEGATIONS

1. United Way Campaign 2010

Chairperson Burtnik and Director Crocco welcomed John Nicol, President, and Paul Leon, Campaign Chair, from the United Way of South Niagara and presented them with a cheque in the amount of \$25,795.00 which is the total raised by Niagara Catholic District School Board employees during the 2010 campaign.

Mr. Nicol and Mr. Leon addressed the Board and express their gratitude to Niagara Catholic for there on-going support of the United Way of South Niagara.

2. Aaron Bailey: Loran Award Recipient Saint Michael Catholic Secondary

Lee Ann Forsyth-Sells, Superintendent of Education, welcomed Mario Ciccarelli, Principal of Saint Michael Catholic High School. Principal Ciccarelli introduced Grade 12 student Aaron Bailey. Aaron was one of thirty (30) Loran Scholars chosen as a recipient for the prestigious Loran Award from over 4000 applicants that were received from across Canada.

The Loran Award grants scholarships based on a mix of academic achievement, extra curricular activity and leadership potential. The Award includes four years of funding for undergraduate studies and a comprehensive enrichment program from partnering universities.

Aaron thanked the Niagara Catholic District School Board for the gift of Catholic Education and stated that it has molded him into the person he is today.

C. COMMITTEE AND STAFF REPORTS

1. Niagara Regional Police Senior Resource Officer Program

Director Crocco welcomed Carl Scott, Niagara Regional Police Superintendent in charge of the Western Region, and Cory Weadick, School Resource Program Constable. He stated that Niagara Catholic has nurtured a valued partnership with the Niagara Regional Police.

Superintendent Scott presented an overview of the School Resource Officer Program, and the many benefits it provides to students, teachers and parents. He stated that the presence and interaction of uniformed officers in the Secondary Schools have given the school communities a sense of security and partnership.

Constable Weadick spoke to the great success of the Niagara Regional Police Senior Resource Officer Program in Niagara Falls. He stated that along with presentations being made to the students regarding topics such as bully and cyber-bullying, that they also make their presence and partnership visible by attending school dances and sporting events.

The successful completion of the Program in Niagara Falls has lead to the expansion of the program into the #1 District of the Western Region which encompasses St. Catharines and Thorold.

2. St. Joseph Catholic Elementary School (Grimsby) Award for Design Excellence

James Woods, Controller of Plant, welcomed Venerino Panici of Venerino V.P. Panici Architects Inc. who presented the Board with the 2010 Niagara Community Design Award for excellence in architectural design which they received for excellence in architectural design for the design of St. Joseph Catholic Elementary School in Grimsby.

The design awards which are run by the Region of Niagara, in partnership with the Niagara Economic Development Corporation and the Niagara Society of Architects, honour local projects which contribute noteworthy designs to communities, and focuses on projects that enhance the built environment, efficiently use land, and demonstrate creativity and vision.

3. School Excellence Program – Assumption Catholic Elementary School

Director Crocco provided background information on the monthly School Excellence Program. Frank Iannantuono, Superintendent of Education introduced Clare Ventresca, Principal of Assumption Catholic Elementary School.

Principal Ventresca with the assistance of students and staff showcased Assumption Catholic Elementary as part of the School Excellence Program.

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

4. Unapproved Minutes of the Committee of the Whole Meeting of February 8, 2011 and Consideration of Recommendations

Moved by Trustee Charbonneau

Seconded by Trustee O'Leary

THAT the Niagara Catholic District School Board receive the unapproved Minutes of the Committee of the Whole Meeting of February 8, 2011, as presented.

CARRIED

The following recommendations were presented for the Board's consideration from the Committee of the Whole Meeting of February 8, 2011.

4.1 Elementary and Secondary School Year Calendars – 2011-2012

Moved by Trustee Fera

Seconded by Trustee Sicoli

THAT the Niagara Catholic District School Board approve the Elementary and Secondary School Year Calendars 2011-2012, as presented.

CARRIED

5. Minutes of the Special Education Advisory Committee Meeting of January 12, 2011

Moved by Trustee Burkholder

Seconded by Trustee Charbonneau

THAT the Niagara Catholic District School Board receive the Minutes of the Special Education Advisory Committee Meeting of January 12, 2011, as presented for information.

CARRIED

6. Financial Reports

6.1 Monthly Banking Transactions

Moved by Trustee O'Leary

Seconded by Trustee Charbonneau

THAT the Niagara Catholic District School Board approve the Monthly Banking Transactions for the month of January 2011, as presented for information.

CARRIED

6.2 Statement of Revenue & Expenditures

Moved by Trustee Sicoli

Seconded by Trustee Fera

THAT the Niagara Catholic District School Board approve the Statement of Revenue and Expenditures as at January 31, 2011, as presented for information.

CARRIED

7. **St. Joseph and Our Lady of Fatima, Grimsby - Solar Photovoltaic Systems Award of Construction Contract**

Controller of Plant Woods presented the report on the St. Joseph and Our Lady of Fatima, Grimsby - Solar Photovoltaic Systems Award of Construction Contract.

Moved by Trustee Fera

Seconded by Trustee Burkholder

1. **THAT** the Niagara Catholic District School Board approve the award of a construction contract to Carmanah Technologies Corp., for the supply and installation of rooftop solar photovoltaic systems at Our Lady of Fatima Catholic and St. Joseph Catholic Elementary School facilities.
2. **THAT** the Niagara Catholic District School Board approve the project budget of \$2,610,746, for the supply and installation of rooftop solar photovoltaic systems at Our Lady of Fatima Catholic and St. Joseph Catholic Elementary School facilities.

CARRIED

8. **Long Term Financing of Capital Projects Completed by August 31, 2010**

Larry Reich, Superintendent of Business & Financial Services, presented the report on the Long Term Financing of Capital Projects Completed by August 31, 2010.

Trustee MacNeil abstained from voting on this item as he did not have a copy of the report to review.

Moved by Trustee Fera

Seconded by Trustee O'Leary

- THAT** the Niagara Catholic District School Board approve the Borrowing By-Law #A1-2011 and the related documents with respect to the issue of Long Term Financing of the Prohibitive to Repair Projects Substantially completed by August 31, 2010, as presented.

CARRIED

D. TRUSTEE ITEMS, OPEN QUESTION PERIOD & OTHER BUSINESS

1. **Correspondence**

1.1 **Letter – Megan Grocholsky, Student Trustee**

Director Crocco presented a letter from Trustee Megan Grocholsky regarding her pleasure at having had the opportunity to participate as a Student Trustee with the Niagara Catholic District School Board.

2. **Report on Trustee Conferences Attended**

Student Trustees Shelby Levesque and Patrick Fowler presented information on the OSTA Conference they attended in Ottawa recently.

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

Nil Report

4. Trustee Information

4.1 Spotlight on Niagara Catholic – February 8, 2011

Director Crocco presented the Spotlight on Niagara Catholic – February 8, 2011, issue for Trustees' information.

4.2 Calendar of Events – March 2011

Director Crocco presented the Calendar of Events – March 2011 for Trustees' information

4.3 Blessing – St. Ann Catholic Adult Learning Centre, Niagara Falls

Director Crocco informed Trustees that with the closure of St. Joseph Catholic Elementary School in Niagara Falls, the schools was transformed into the new St. Ann Catholic Learning Centre. The Blessing of the St. Ann Catholic Adult Learning Centre is scheduled for March 22, 2011 at 4:00 p.m.

4.4 Trustee & Senior Staff Faith Formation Retreat – March 30, 2011

Director Crocco informed Trustees that the Trustee & Senior Staff Faith Formation Retreat at the Mount Carmel Spiritual Centre has been rescheduled for March 30, 2011.

4.5 Niagara Catholic Audit Committee

Director Crocco informed Trustees that with the Board approved Audit Committee in December 2010 and the appointment of Trustees Burtnik, MacNeil and Nieuwesteeg, Joanne Kushner, Senior Corporate Accounting for Complex Services (Niagara Casinos) and Marco Vertrone, Treasurer of Brock University, to the Committee. The Director and Larry Reich, Superintendent of Business & Financial Services, will serve as resources to the Audit Committee. The group will be attending a two day mandatory Induction and Training Session by the Ministry of Education in on February 24 & 25, 2011.

4.6 Ontario Catholic Student Leadership Conference 2011 – March 31 – April 2, 2011

Director Crocco presented an update on the Ontario Catholic Student Leadership Conference 2011 being held in Niagara Falls from March 31 to April 2, 2011. He stated that invitations had been sent to the Premier, Minister of Education, OCSTA, OCSOA, Bishops from across Ontario, and Sr. Joan from the Institute for Catholic Education. Trustees were invited to attend the OCSLC, and to confirm their attendance with Linda Marconi, Executive Assistant.

4.7 Groundbreaking Ceremony – St. Mark Catholic Elementary School

Director Crocco informed Trustees that the Groundbreaking Ceremony for St. Mark Catholic Elementary School is tentatively scheduled for Thursday, March 3, 2011.

4.8 Groundbreaking Ceremony - Blessed Trinity Catholic Elementary School

Director Crocco informed Trustees that the tentative Groundbreaking Ceremony for Blessed Trinity Catholic Secondary School is scheduled for April 5, 2011.

5. Open Question Period

None Submitted

E. NOTICES OF MOTION

F. BUSINESS IN CAMERA

Moved by Trustee Charbonneau
Seconded by Trustee Burkholder

THAT the Niagara Catholic District School Board move into the In Camera Session.

CARRIED

The Niagara Catholic District School Board moved into the In Camera Session of the Board Meeting at 9:20 p.m. and reconvened at 10:10 p.m.

G. REPORT ON THE IN-CAMERA SESSION

Moved by Trustee Burkholder
Seconded by Trustee Charbonneau

THAT the Niagara Catholic District School Board report the motions from the In Camera Session of the Board Meeting of February 22, 2011.

CARRIED

SECTION A: STUDENT TRUSTEES PRESENT

Moved by Trustee Burkholder
Seconded by Trustee Sicoli

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 January 25, 2011, 2011, as presented.

CARRIED (Item F1)

Moved by Trustee Burkholder
Seconded by Trustee Sicoli

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 February 8, 2011, as presented.

CARRIED (Item F2)

SECTION B: STUDENT TRUSTEES EXCLUDED

Moved by Trustee Charbonneau
Seconded by Trustee Sicoli

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 January 25, 2011, 2011, as presented.

CARRIED (Item F4)

Moved by Trustee Charbonneau

Seconded by Trustee Sicoli

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 February 8, 2011, 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 February 8, 2011:

Moved by Trustee Charbonneau

Seconded by Trustee O'Leary

THAT the Niagara Catholic District School Board approve the recommendation as outlined in Item F3.1 of the In Camera Agenda.

CARRIED (Item F5.1)

Moved by Trustee Sicoli

Seconded by Trustee O'Leary

THAT the Niagara Catholic District School Board approve the recommendation as outlined in Item F3.1 of the In Camera Agenda.

CARRIED (Item F5.2)

H. FUTURE MEETINGS AND EVENTS

1.1 Attendance Area Ad Hoc Committees

Director Crocco presented information on the Attendance Area Ad Hoc Committees.

I. MOMENT OF SILENT REFLECTION FOR LIFE

J. ADJOURNMENT

Moved by Trustee O'Leary

Seconded by Trustee Charbonneau

THAT the February 22, 2011 meeting of the Niagara Catholic District School Board be adjourned.

CARRIED

This meeting was adjourned at 10:20 p.m.

Minutes of the Meeting of the Niagara Catholic District School Board held on **February 22, 2011**.

Approved on the **29th** day of **March 2011**.

Kathy Burtnik
Chairperson of the Board

John Crocco
Director of Education/Secretary -Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
MARCH 29, 2011**

**TOPIC: DELEGATIONS/PRESENTATIONS
LAKESHORE CATHOLIC HIGH SCHOOL PLAY “PRESSURE”**

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

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

Approved by: John Crocco, Director of Education

Date: March 29, 2011



PRESENTATION BACKGROUND

Board Meeting
March 29, 2011

LAKESHORE CATHOLIC HIGH SCHOOL PLAY “PRESSURE”

The play *Pressure* by Lindsay Price is about problems teenagers deal with in their daily lives. It is not your typical teen angst play, as it holds your attention all the way to the surprise ending.

On Wednesday, March 2, 2011, the Drama Department at Lakeshore Catholic performed *Pressure* at the Sears’ Drama Festival.

We are proud to announce that Lakeshore Catholic Secondary School won the award for the Best Play for Social Justice Issues and Dallas Suess won for best original sound.

The article published in the Welland Tribune recognized Nick Tibollo and Kendra Puckering for their strong performances at the competition.

At the March Board Meeting, members of the Lakeshore Catholic Drama Department will perform an excerpt from the play “*Pressure*”.

Prepared by: Lee Ann Forsyth-Sells
Presented by: Lee Ann Forsyth-Sells
Approved by: John Crocco, Director of Education
Date: March 29, 2011

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
MARCH 29, 2011**

**TOPIC: DELEGATIONS/PRESENTATIONS
NIAGARA PENINSULA CONSERVATION AUTHORITY
ECO SCHOOL PROGRAM AWARDS**

Prepared by: James Woods, Controller of Plant
Presented by: James Woods, Controller of Plant
Approved by: John Crocco, Director of Education
Date: March 29, 2011



PRESENTATION BACKGROUND

Board Meeting
March 29, 2011

NIAGARA PENNINSULA CONSERVATION AUTHORITY ECO SCHOOLS AWARDS PRESENTATION

The Niagara Peninsula Conservation Authority ECO School Program is a hands-on learning opportunity for both elementary and high school students. The program encourages young people to take an active role in local water quality and habitat improvements through planning and developing a native wildflower garden on their school grounds.

Natural areas help filter pollutants from surface water. They reduce erosion, slow down flooding and help keep water flowing in our creeks and streams all years long.

By incorporating natural areas in school yards, schools can do their part to help improve and protect local water quality and increase habitat for wildlife. In addition, natural areas provide unique learning opportunities for students to see ecological interactions and wildlife up close.

The ECO School Program uses only plants that are native to Niagara. These plants have evolved with local climate and environmental conditions. They do not require extra watering, and do well without the application of pesticides and fertilizers as they are adapted to local pests, diseases and can get all the nutrients they need from the existing soil.

Program Benefits

- Increased awareness and respect for the environment
- In the field experience – students take the message home
- Students learn by doing and are more apt to take care of something they had a hand in creating
- Everyone can participate regardless of abilities
- Opportunity for teaching/instructional staff to use innovative means of delivering curriculum materials
- Learning the benefits of native plants
- Creating a natural refuge for wildlife in highly urban areas

Role of Conservation Authority

The Conservation Authority will provide all materials necessary for creating the natural space, including:

- on-site design and consultation, plot delineation
- native plants, mulch
- technical support/advice
- partnership agreement
- starter maintenance kit (gloves, shovel, trowels, bucket, watering can)
- native plant guide

Role of participating school

- dedicated green space area
- watering and maintenance
- parent/teacher support
- keen students
- in-classroom pre-education
- supervision during planting
- annual monitoring/reporting

Plaques will be presented by the Conservation Authority to representatives from the following Niagara Catholic Schools for their participation in the ECO Schools program:

St. Edward Catholic Elementary School
Alexander Kuska Catholic Elementary School
Denis Morris Catholic High School
Our Lady of Fatima Catholic Elementary School
St. Ann Catholic Elementary School
St. Elizabeth Catholic Elementary School
St. Francis Catholic Secondary School
St. Joseph Catholic Elementary School
St. Mary Catholic Elementary School
St. Nicholas Catholic Elementary School
St. Philomena Catholic Elementary School
St. Vincent de Paul Catholic Elementary School

Prepared by: James Woods, Controller of Plant
Presented by: James Woods, Controller of Plant
Approved by: John Crocco, Director of Education
Date: March 29, 2011

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
MARCH 29, 2011**

**TOPIC: SCHOOL EXCELLENCE PROGRAM
ST. JOSEPH CATHOLIC ELEMENTARY SCHOOL, GRIMSBY**

Prepared by: Yolanda Baldasaro, Superintendent of Education

Presented by: Yolanda Baldasaro, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: March 29, 2011



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO THE BOARD FEBRUARY 22, 2011

SCHOOL EXCELLENCE PROGRAM ST. JOSEPH CATHOLIC ELEMENTARY SCHOOL, GRIMSBY

Contact Info:

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Grimsby, ON
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*To foster the excellence
of each student
through spiritual, academic
and social pursuits
within a Christ-centred
community.*
- School Mission Statement



Grades:

JK - 8

"A Great Place for Everyone"
- School Motto

Principal:

John Bosco

St. Joseph School, located in the heart of Grimsby, first opened its doors to 196 students fifty years ago, in September 1954. Students enjoyed the benefits of being adjacent to the church until its move to the new location on Livingston Ave. in 1995.

Superintendent:

Yolanda Baldasaro

The special relationship that has developed with our parish continues to flourish. Students are provided with spiritual guidance, and opportunities to contribute in meaningful celebrations, both at church and at school. At St. Joseph Catholic School we strive to ensure the children have the opportunity to meet Christ every day through the curriculum, prayer, liturgies, celebrations and a faith community of students, staff, clergy and parents.

**Catholic School
Council Chair:**

Cathy Haan

Parish:

St. Joseph

Early Literacy and Numeracy programs are a special focus at St. Joseph Catholic School. An excellent library supports our reading programs; technology and numerous other resources assist students in their learning. Special needs students, supported by and Education Resource Teachers are integrated into all activities and after school remedial programs funded by the Ministry of Education provide support to students requiring additional support and/or assistance. Physical fitness and health studies, based on Ministry requirements and the OPHEA Guidelines, form an integral part of each student's learning. Other co-curricular activities for students include choir, chess, inter-mural sports, and Mad Science.

St. Joseph Catholic School enjoys a strong partnership with the Catholic School Advisory and our parent community. Vital program information contained in school newsletters, monthly calendars, school council minutes and agendas are also posted on the school's web page. Based on parental input, council members provide advice in the development of Board and School Policies and the School Improvement Plan, and make recommendations to the principal on numerous other issues. Parents serve on committees, and are frequent volunteers in our classrooms and school excursions.

Total enrolment as of September 2010: 274

Prepared by: Yolanda Baldasaro, Superintendent of Education

Presented by: Yolanda Baldasaro, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: March 29, 2011

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
MARCH 29, 2011**

**TOPIC: UNAPPROVED MINUTES OF THE COMMITTEE OF THE
WHOLE MEETING OF MARCH 8, 2011**

RECOMMENDATION

THAT the Niagara Catholic District School Board receive the unapproved Minutes of the Committee of the Whole Meeting of March 8, 2011, as presented.

The following recommendations are being presented for the Board's consideration from the Committee of the Whole Meeting of March 8, 2011.

2.1 Complaint Resolution Policy (800.3)

THAT the Niagara Catholic District School Board approve the Complaint Resolution Policy (800.3), as presented.

2.2 Nutrition Policy (302.7)

THAT the Niagara Catholic District School Board approve the Nutrition Policy (302.7), as presented.



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

TUESDAY, MARCH 8, 2011

Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, March 8, 2011, at 7:00 p.m. in the Father Kenneth Burns csc Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

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

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayers were led by Trustee Burkholder.

2. Roll Call

Vice-Chairperson noted that all Trustees were in attendance.

Trustee	Present	Absent	Excused
Rhianon Burkholder	✓		
Kathy Burtnik	✓		
Maurice Charbonneau	✓		
Frank Fera	✓		
Fr. Paul MacNeil	✓		
Ed Nieuwesteeg	✓		
Ted O'Leary	✓		
Dino Sicoli	✓		
Student Trustees			
Shelby Levesque	✓		
Patrick Fowler	✓		

The following staff were in attendance:

John Crocco, Director of Education; **Yolanda Baldasaro**, **Lee Ann Forsyth-Sells**, **Frank Iannantuono**, Superintendents of Education; **James Woods**, Controller of Plant; **Khayyam Syne**, Administrator of Staff Development; **Mark Lefebvre**, Administrator of School Effectiveness; **Marcel Jacques**, Administrator: Special Education, Student Achievement K-12; **Jennifer Brailey**, Manager of Corporate Services & Communications; **Sherry Morena**, Recording Secretary/Administrative Assistant, Corporate Services & Communications

3. Approval of the Agenda

Moved by Trustee Sicoli

THAT the Committee of the Whole approve the Agenda of the Committee of the Whole Meeting of March 8, 2011, as presented.

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 February 8, 2011

Moved by Trustee Burkholder

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of February 8, 2011, as presented.

CARRIED

B. PRESENTATIONS

C. COMMITTEE AND STAFF REPORTS

1. Niagara Catholic District School Board Speak Out! Showcase 2011

Yolanda Baldasaro, Superintendent of Education, invited Mark Lefebvre, Administrator: School Effectiveness Framework; to introduce Lisa Incaviglia, teacher at Alexander Kuska Catholic Elementary School and Speak OUT! Committee Chair.

Ms. Incaviglia introduced the speakers who presented their award winning speeches to the Board.

Catholic Messengers: Kira Petriello, Monsignor Clancy Catholic Elementary School
Topic: *The Dark Side of Chocolate*

Catholic Messengers: Darya Bondarenko, Our Lady of Victory
Topic: *I Know*

Junior Division: Nico Tripodi, St. James Catholic Elementary School
Topic: *Parental Quirks*

Intermediate Division: Simone Waller, St. Joseph Catholic Elementary School, Fort Erie
Topic: *The Perfect Sisters*

Ms. Incaviglia introduced the Speak OUT! Committee and thanked them for all their work and dedication.

Vice-Chairperson Charbonneau congratulated the students on their award winning speeches and along with Chairperson Burtnik and Director Crocco presented them with Niagara Catholic "Excellence in Academics" Pins.

2. VEX Robotic Design System

Superintendent Baldasaro invited Marco Magazzeni, Consultant K-12, Specialist High Skills Major, to introduce the Andrew Boon, Vice-Principal of Holy Cross Catholic Secondary School. Mr. Boon spoke briefly of the VEX Robotic Design program and invited Jeff Maxwell, teacher at Holy Cross Catholic to present further information on the program.

Mr. Maxwell informed the Board that one of the HC Robo Raiders Team has qualified to be entered in the World Championships tournament which takes place at Disney World, in Orlando Florida in May of this year. This is the second year that Holy Cross Catholic has worked with the VEX Robotics Design System product and it is the second year in a row that a school team has qualified to attend the World Championships competition.

The HC Robo Raiders provided a demonstration of the VEX Robotics program.

Vice-Chairperson Charbonneau congratulated Mr. Magazzeni, Mr. Maxwell and the HC Robo Raiders on their achievements and wished them further success.

3. Employability Skills Plan (ESP)

Superintendent Baldasaro invited Marcel Jacques, Administrator: Special Education, Student Achievement K-12; to introduce Cathy McMullin, ABA Supervisor, Student Achievement K-12; and Alfonso Monachino, Educational Resource Teacher, Denis Morris Catholic.

Ms. McMullin and Mr. Monachino presented the report on the Employability Skills Plan (ESP), which is a resource for Special Education Teachers to support students with special education needs. It was stated that the ESP is intended to be a starting point for supporting positive work experiences and community involvement and to provide a resource and framework for Special Education Teachers as they help their students develop an individual employability portfolio.

Trustees expressed their gratitude to Niagara Catholic staff for their remarkable accomplishments in assisting the students with special education needs succeed in their life plan.

4. Teaching Learning Critical Pathway (TLCP) Program Update

Superintendent Baldasaro invited Administrator Lefebvre to introduce Jennifer DeCoff, Intermediate Consultant, who presented the Teaching Learning Critical Pathway (TLCP) Program Update.

Ms. DeCoff stated that the Teaching Learning Critical Pathway (TLCP) is a process used to collaboratively plan classroom instruction based on student strengths and needs with the intent of increasing student achievement. The goal of the TLCP is to increase student achievement and teachers who have participated in this process have noted an increase in student learning. This school year 2010-2011, the Student Achievement Department has begun the process of requesting that schools measure the impact of the TLCP on student achievement.

5. **Extended Overnight Field Trip/Excursion/Exchange Trip Information**

Superintendent Baldasaro presented the Extended Overnight Field Trip/Excursion/Exchange Trip Information, for information.

6. **Staff Development Department Professional Development Opportunities**

Frank Iannantuono, Superintendent of Education, welcomed Khayyam Syne, Administrator of Staff Development, and Mario Ciccarelli, Principal of Saint Michael Catholic High School, who presented an overview of the revised Leadership Identification Program (LIP) for 2011-2013.

Mr. Syne presented information on the Administrative Internship Program (AIP) and introduced the members.

7. **Niagara Catholic Full-Day Early Learning Kindergarten Program Implementation Update – Year 3**

Superintendent Baldasaro presented the report on the Niagara Catholic Full-Day Early Learning Kindergarten Program Implementation Update – Year 3. She informed Trustees that the March 2, 2011 announcement by Premier Dalton McGuinty of the Year 3 school expansion of the Full-Day Early Learning Kindergarten Program has allowed Niagara Catholic to offer the FDELKP to an additional 11 schools across the Niagara Region. This approval brings the total number of schools offering the FDELKP to 21.

James Woods, Controller of Plant, provided information on the process followed in preparing the FDELKP Report to the Ministry of Education.

8. **Policy Committee**

8.1 **Unapproved Minutes**
Policy Committee Meeting – February 22, 2011

Moved by Trustee Burtnik

THAT the Committee of the Whole receive the unapproved Minutes of the Policy Committee Meeting of February 22, 2011, as presented.

CARRIED

8.2 **Approval of Policies**

8.2.1 **Complaint Resolution Policy (800.3)**

Chairperson Burtnik reviewed the history of the Complaint Resolution Policy and the results of the Policy Committee review.

Trustees discussed the portion of the Administrative Guidelines that refers to a complaint being filed against the conduct of the Director of Education, and the need or lack of need to involve the Board Solicitor prior to informing the Board of Trustees of the complaint.

Director Crocco informed Trustees that while the Board approves Policies, the purpose of the cyclical review of policies is to keep Trustees updated and informed of all Policies and Administrative Guidelines in the Niagara Catholic District School Board. Beginning in 2008 with the implementation of the new

Cyclical Review Process for Policies in Niagara Catholic, all Policies will be accompanied by the Administrative Guidelines for discussion in Policy Committee towards Board approval.

Moved by Trustee MacNeil

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Complaint Resolution Policy (800.3), as presented.

CARRIED

8.2.2 Nutrition Policy (302.7)

Moved by Trustee Fera

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Nutrition Policy (302.7), as presented.

CARRIED

8.3 Policy Development Update

Director Crocco presented the Policy Development Update.

9. Monthly Updates

9.1 Capital Projects Progress Report

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

9.2 Student Trustees' Update

Patrick Fowler, Student Trustee, gave a brief verbal update on the activities of the Student Senate.

9.3 Senior Staff Good News Update

Senior Staff highlights included:

Superintendent Forsyth-Sells

- Lakeshore Catholic High School is currently presenting the he play “Pressure” by Lindsay Price. The play addressed problems regarding teenagers dealing with everyday life, which resulted in an award for the Best Play for Social Justice Issues.

Superintendent Iannantuono

- St. Christopher Catholic Elementary School finished 3rd in the Canadian Math Challenge.

Director Crocco

- Saint Michael and Saint Paul Catholic High Schools will be hosting the OFSSA AAA Boys Basketball Championship.

D. INFORMATION

1. Trustee Information

1.1 Spotlight on Niagara Catholic – February 22, 2011

Director Crocco presented the Spotlight on Niagara Catholic – February 22, 2011, issue for Trustees' information.

1.2 Calendar of Events – March 2011

Director Crocco presented information on the Calendar of Events – March 2011.

1.3 March Break – March 14 – 18, 2011

Director Crocco reminded Trustees that the Niagara Catholic District School Board March Break is from March 14-18, 2011 inclusive. He noted that schools will be closed but the Catholic Education Centre will be open.

1.4 Blessing – St. Ann Catholic Learning Education Centre, Niagara Falls March 22, 2011

Director Crocco reminded Trustees that the Blessing of the St. Ann Catholic Learning Centre is scheduled for March 22, 2011 at 4:00 p.m.

1.5 Niagara Catholic Parent Involvement Committee Spring Convention March 26, 2011 - Blessed Trinity Catholic Secondary School

Director Crocco informed Trustees that the Niagara Catholic Parent Involvement Committee Spring Convention is being held on March 26, 2011 with registration beginning at 8:30 a.m. at Blessed Trinity Catholic Secondary School.

1.6 March Board Meeting – March 29, 2011

Director Crocco reminded Trustees that the March Board Meeting is being held March 29, 2011 (the 5th week of March instead of the 4th), due to the March Break.

1.7 Trustee & Senior Staff Faith Formation Retreat – March 30, 2011 Mount Carmel Spiritual Centre

Director Crocco reminded Trustees that the Trustee & Senior Staff Faith Formation Retreat has been rescheduled for March 30, 2011 at 4:00 p.m. with Bishop Gerard Bergie. Trustees received a Reflection Booklet to complete prior to the Retreat.

1.8 Ontario Catholic Student Leadership Conference 2011 – March 31 – April 2, 2011

Director Crocco presented an update on the Ontario Catholic Student Leadership Conference 2011 being held in Niagara Falls from March 31 to April 2, 2011. He stated that invitations had been sent to the Premier, Minister of Education, OCSTA, OCSOA, Bishops from across Ontario, and Sr. Joan Cronin from the Institute for Catholic Education. OCSTA is also promoting the Conference on their website.

Trustees were invited to attend any or all of the activities. They were asked to notify Linda Marconi, Executive Assistant, of their intention to attend.

1.9 Ground Breaking Ceremony - Blessed Trinity Catholic Secondary School–April 27, 2011

Director Crocco reminded Trustees that the Tentative Groundbreaking Ceremony for Blessed Trinity Catholic Secondary School is scheduled for April 27, 2011.

1.10 Special Board Meeting following April Committee of the Whole Meeting

Director Crocco informed Trustees that if tenders are acceptable for the Blessed Trinity Catholic Secondary School addition a Special Board Meeting will be held April 12, 2011, following the Committee of the Whole Meeting to approve the Blessed Trinity Catholic Secondary School Awarding of Contract. If tenders are not acceptable, tenders will be presented at the April Board Meeting.

1.11 Blessed Trinity Catholic Secondary School Tender

Director Crocco presented information on the Blessed Trinity Catholic Secondary School Tender.

E. OTHER BUSINESS

1. General Discussion to Plan for Future Action

F. BUSINESS IN CAMERA

Moved by Trustee Nieuwesteeg

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 9:35 p.m. and reconvened at 10:40 p.m.

G. REPORT ON THE IN-CAMERA SESSION

Moved by Trustee Nieuwesteeg

THAT the Committee of the Whole report the motions from the In Camera Session of the Committee of the Whole Meeting of March 8, 2011.

CARRIED

SECTION A: STUDENT TRUSTEES PRESENT

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 A: Student Trustees Present held on February 8, 2011, as presented.

CARRIED (Item F1)

SECTION B: STUDENT TRUSTEES EXCLUDED

Moved by Trustee Sicoli

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 February 8, 2011, as presented.

CARRIED (Item F3)

H. ADJOURNMENT

Moved by Trustee MacNeil

THAT the March 8, 2011 Committee of the Whole Meeting be adjourned.

CARRIED

This meeting was adjourned at 10:40 p.m.

Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **March 8, 2011.**

Approved on the **12th** day of **April 2011.**

Maurice Charbonneau
Vice-Chairperson of the Board

John Crocco
Director of Education/Secretary -Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
MARCH 29, 2011**

TOPIC: COMPLAINT RESOLUTION POLICY (800.3)

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Complaint Resolution Policy (800.3), as presented.

Prepared by: John Crocco, Director of Education

Presented by: John Crocco, Director of Education

Recommended by: John Crocco, Director of Education

Date: March 29, 2011

Niagara Catholic District School Board

COMPLAINT RESOLUTION POLICY

Adopted: April 28, 1998
Revised: June 15, 2010

Policy No. 800.3

STATEMENT OF POLICY

The Niagara Catholic District School Board is committed to open communication with its parents, Catholic ratepayers and all educational partners through effective system and school-based communication procedures.

The Board values and encourages an open and trusting culture that fosters, in individuals, a sense of comfort, without fear of reprisal. The Board encourages the resolution of conflicts within a process that is accountable, transparent and respectful of the complainant's and the Board's role in resolving conflicts in the best interest of students.

The Board recognizes that differences of opinion and concerns may arise during a school year. When differences in resolving a concern arise, there may be occasions when a complaint is made against an employee or a Trustee or the Niagara Catholic District School Board.

This Policy and Administrative Guidelines provides the process to resolve complaints in accordance with the Education Statutes and Regulations of Ontario, all applicable laws and statutes and the Mission Statement of the Board.

All Trustees and employees of the Niagara Catholic District School Board will co-operate to ensure that all complaints are dealt with in a fair, consistent and reasonable manner. It is expected that common courtesy and Christian charity will be used to obtain a prompt resolution and an opportunity for reconciliation between the parties.

Confidentiality of all complaints shall be maintained to the extent practicable and appropriate given the circumstances between the complainant and Board employees directly involved.

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

Reference:

The Education Act and Regulations of the Province of Ontario
Municipal Freedom of Information and Protection of Privacy Act
Teaching Profession Act
Board By-Laws

Niagara Catholic District School Board

COMPLAINT RESOLUTION POLICY

Issued: April 28, 1998
Revised: June 15, 2010

Policy No. 800.3

ADMINISTRATIVE GUIDELINES

Definition of a Complaint

A complaint is defined as any oral or written communication expressing dissatisfaction with the application of policies, procedures, programs, services or actions of an employee, or Niagara Catholic Trustee or the Niagara Catholic District School Board. Those expressing an oral complaint will be required to put the complaint in writing, dating and signing the complaint to facilitate the investigation.

Anonymous or pseudonymous complaints or material, unless it is believed that such complaint or material references an illegal, abusive or protection matter, or is otherwise believed to be relevant in law will not be considered, copied, distributed, repeated, responded to or entertained by the Board. In consultation with an employees superordinate, anonymous or pseudonymous complaints or material of an illegal, abusive or protection matter will be referred to the appropriate party or parties such as the police and/or Family and Children Services. Anonymous or pseudonymous written complaints received by staff, excluding those which it is believed refer to an illegal, abusive or protection matter will be shredded.

Investigation

Wherever possible, all complaints are to be dealt with at the school or site level, with the employee involved, providing the complaint is not frivolous or vexatious as determined by the employee's supervisor, in consultation with a Supervisory Officer of the Niagara Catholic District School Board. In accordance with the Process of Complaint section of these administrative guidelines, written complaints received by superordinates regarding an employee, other than the employees' immediate supervisor, will be redirected to the employees' immediate supervisor.

A person who makes or is the subject of a complaint must not conduct or oversee any aspect of the complaint investigation.

A complaint of a Trustee will be referred directly to the Chairperson of the Board and heard in the In-Camera Meeting of the Board.

Trustees who receive a complaint are to direct the complainant to contact the employee or the school Principal. If the concern is not resolved at the school level, Trustees will direct the complainant to contact the appropriate Superintendent of Education or the Director of Education.

Trustees will only facilitate the direction of the complainant to appropriate supervisory staff so as to not forfeit participation in a potential appeal to the Board.

Employee complaints related to working conditions and collective agreement items will be investigated as provided in the respective Collective Agreements.

Complaints between employees will follow the process outlined within this Policy and Administrative Guidelines. Teachers certified by the Ontario College of Teachers, have a professional obligation to inform a colleague that an adverse report has been made as set out in the Teaching Profession Act Regulations, unless as set out in the Teaching Profession Act, a teacher suspects that another teacher's behaviour constitutes sexual abuse. In such a case a teacher is not obligated to report a fellow teacher that an allegation of sexual abuse of a student has occurred. In all cases the complainant must strictly adhere to the requirements of the Teaching Profession Act, as it may be amended from time to time.

It is the intent that procedural fairness will be observed in the investigation of a complaint. An employee named in a complaint is presumed innocent until such time as it is concluded through the results of the investigation, that on the balance of probabilities, that the complaint is substantiated. In such case, the Board will endeavour that the employee named in a complaint will be notified of the complaint within one (1) working week of the receipt of the complaint, be provided with the specific allegations being made and an opportunity to respond to the allegations within the complaint. Unless determined by the Police or Family and Children Services, an employee will be given the name of the individual submitting the complaint and provided with a copy of the complaint. The employee will be informed of the process, decision and resolution, if any, of the complaint.

No record of a complaint will be kept in the employee's personnel file unless disciplinary action was determined by the Director of Education / or delegate or the Board.

Conflict of Interest

Employees involved in conducting or directly supervising a complaint investigation must be free from actual or perceived conflict of interest, including actual or perceived non-pecuniary conflicts or biases.

A conflict of interest with resolving the complaint shall exist when the supervisor, otherwise charged with hearing the complaint or appeal about an employee, is related by family or by marriage to the employee who is the subject of the complaint. Employees deemed to be supervisors include Managers, Principals, Vice-Principals, Controller of Plant, Superintendents and the Director of Education. Trustees shall declare a conflict of interest with a complaint that involves an employee who is related by family or by marriage, or at the appeal to the Board if they have participated in the issue with the complainant.

For integrity of the process and decision, the supervisor or Trustee who is in a conflict situation will immediately declare a conflict of interest to the complainant and direct the complainant to the Director of Education who will either reassign the complaint to another supervisor or hear the complaint directly. At anytime the supervisor or Trustee may refer to the Director of Education for advice.

When a conflict of interest is declared by a Superintendent of Education or Controller of Plant, the Director of Education will either reassign the complaint to another Superintendent of Education or hear the complaint.

When a conflict of interest is declared by the Director of Education, the Director will notify the Chairperson of the Board who will assign two (2) Superintendents of Education to investigate the complaint. A report on the investigation will be presented by the two (2) Superintendents of Education to the individual initiating the complaint. An appeal of the results of the investigation conducted by the two (2) Superintendents of Education rests with the Board. .

Complaint Against the Conduct of the Board, a Trustee, the Director of Education or a member of Senior Staff

When a complaint is filed against the Board, the Director of Education will notify the Chairperson and Vice-Chairperson of the Board along with the appropriate Board Solicitor to determine the next course of action. A report will be presented to the Board at the earliest opportunity.

In compliance with the Trustee Code of Conduct, when a complaint is filed against the conduct of a Trustee, the Director of Education will notify the Chairperson and Vice-Chairperson of the Board who will place the complaint on the meeting agenda of the Board.

When a complaint is filed against the conduct of the Director of Education, the Director or the Chairperson of the Board, whoever receives the complaint, will notify the appropriate Board Solicitor to determine the next course of action. A report will be presented to the Board at the earliest opportunity.

When a complaint is filed against the conduct of a Superintendent of Education, Superintendent of Business and Finance or the Controller of Plant, , the Director of Education will investigate the complaint. An appeal of the decision by the Director of Education rests with the Board.

Processing of Complaint

The appropriate Board staff will endeavour to act on complaints promptly, and no later than two (2) working weeks from the date of the complaint.

Complainants, who persist in opposing rules, routines and functions of a school or the Board, to the point of complaints being malicious, frivolous, vexatious or harassing of employees, will be advised in a firm and charitable manner that such action will not be condoned or tolerated.

Complaints will not be processed, where the complainants are members of the public who have had a recent opportunity to comment on a Board decision or a similar complaint by the individual has already been processed, or where another process is in place to hear complaints, such as public meetings.

To facilitate the resolution of complaints the following complaint process will be followed to focus on the issues:

1. Complainant and Employee Concerned

The complainant is to contact the employee involved to discuss the concern and attempt to resolve the matter. If not satisfactorily resolved, then;

2. Complainant and the Employee's Immediate Supervisor

The complainant will be referred to the employee's immediate supervisor to discuss the concern and attempt to resolve the matter. If not satisfactorily resolved, then;

3. Complainant and Superintendent/Controller of Plant

The complainant will be referred to the appropriate Superintendent or Controller of Plant to discuss the concern and attempt to resolve the matter. If not satisfactorily resolved, then;

4. Complainant and Director of Education

The complainant will be referred to the Director of Education for consideration of the complaint and the decisions made by supervisory staff of the Board. If not satisfactorily resolved, then;

5. Appeal to the Board

A complainant may submit a written request to the Chairperson of the Board to delegate to the In-Camera Meeting of the Board if not satisfied with the decision of the Director of Education. The delegation request will follow Board By-Law Section 13 subsection B through J. The complainant will be advised in writing, unless otherwise advised by Board legal counsel, of any decisions taken by the Board in relation to the complaint.

Complaint Resolution and Reconciliation

Upon the resolution of the complaint, the employee's superordinate or in the case of an appeal to the Board, the Director of Education, will meet with all parties involved with the complaint to discuss the resolution of the complaint and endeavour to facilitate an opportunity for reconciliation between the parties.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
MARCH 29, 2011**

TOPIC: NUTRITION POLICY (302.7)

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Nutrition Policy (302.7), as presented.

Prepared by: Yolanda Baldasaro, Superintendent of Education

Presented by: Yolanda Baldasaro, Superintendent of Education

Recommended by: John Crocco, Director of Education

Date: March 29, 2011

Niagara Catholic District School Board

NUTRITION POLICY

Adopted: June 21, 2005
Revised: May 27, 2008
June 16, 2009
June 15, 2010

Policy No. 302.7

STATEMENT OF POLICY

The Niagara Catholic District School Board views human life as an integration of body, mind, and spirit, with an appreciation of the sacredness of the human body as a gift from God.

The Niagara Catholic District School Board is committed to supporting a healthy school environment for the proper growth and development of students. Good nutrition is vital to the health and well being of each student and his/her potential to learn. 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 supports students and parents/guardians in making healthy food and beverage choices on a regular basis.

The Niagara Catholic District School Board believes that schools have an important role to play in helping students lead healthier lives, including teaching students the skills to make healthy choices, preparing food in a healthy way, and reinforcing those lessons through school practices. The Board believes that the nutritional choices can be positively influenced through role modeling.

Food and beverages provided by the Niagara Catholic District School Board for students in a school setting will meet and may exceed the requirements of current legislation.

Schools have an important role to play in helping students lead healthier lives, including teaching students the skills to make healthy choices, preparing food in a healthy way, and reinforcing those lessons through school practices.

This policy applies to all schools and other Board sites.

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

References:

Niagara Catholic District School Board Anaphylaxis Policy 302.1
Education Act, Subsection 8(1), Paragraphs 29.3 and 29.4
School Food and Beverage Policy: Policy/Program Memorandum No. 150 – Revised Version, (October 4, 2010)
School Food and Beverage Policy Resource Guide 2010
Canada's Food Guide
Ontario Regulation 200/08, "Trans Fat Standards"
Health Protection and Promotion Act, Regulation 562, "Food Premises"
Ontario Public Health Standards, 2008
Ontario Society of Nutrition Professionals in Public Health Call to Action: Creating a Healthy School Nutrition Environment
Nutrition Standards, Nutrition Tools for Schools©, Ontario Society of Nutrition Professionals in Public Health, October 2010 v2
www.ontario.ca/healthyschools
Ministry of Children and Youth Services, Student Nutrition Program Nutrition Guidelines, July 2008
Ontario Catholic School Graduate Expectations, Institute for Catholic Education
Niagara Catholic District School Board Religious Accommodation Policy 100.10.1

Niagara Catholic District School Board

NUTRITION POLICY

Adopted: June 21, 2005
Revised: May 27, 2008
June 16, 2009
June 15, 2010

Policy No. 302.7

ADMINISTRATIVE GUIDELINES

RATIONALE

The school food and beverage policy contributes to improved education and health outcomes for all students. Research shows that “health and education success are intertwined: schools cannot achieve their primary mission of education if students are not healthy”¹ and that “healthy eating patterns in childhood and adolescence promote optimal childhood health, growth, and intellectual development”.²

The school environment profoundly influences students’ attitudes, preferences, and behaviours. Research also shows that when nutritionally inadequate food and beverages are available and promoted at school every day, even along with healthier food and beverages, it becomes increasingly difficult for students to have a healthy diet.³

The implementation of the school food and beverage policy in Ontario’s publicly funded schools will [hopefully] contribute to reducing students’ risk of developing serious, chronic diseases, such as heart disease, type 2 diabetes, and certain types of cancer.

The school food and beverage policy constitutes a comprehensive approach to the sale of food and beverages in schools province-wide. The implementation of this policy is another important step in creating healthier schools in Ontario.⁴ It also reinforces the knowledge, skills, and attitudes regarding healthy eating that are developed through the various subjects and disciplines in the Ontario curriculum.

The Ontario government and the [Niagara Catholic District School Board] are committed to making schools healthier places for students in order to establish the conditions needed to realize the potential of all students. A healthy school environment enhances student learning and success, and enhances students’ social and emotional well-being.⁵

1. M. M. Storey, M. S. Nanney, and M. B. Schwartz, “Schools and Obesity Prevention: Creating School Environments and Policies to Promote Healthy Eating and Physical Activity”, *The Milbank Quarterly*, 87(1), (2009), p. 72.
2. Centers for Disease Control and Prevention, *Guidelines for School Health Programs to Promote Lifelong Healthy Eating*, MMWR 1996;45 (No. RR-9), p. 1.
3. Dietitians of Canada, “School Food and Nutrition Recommendations for Ontario Ministry of Education Regarding Snacks and Beverages Dispensed by Vending Machines”, p. 3, published with Ontario Ministry of Education, Policy/Program Memorandum No. 135, “Healthy Foods and Beverages in Elementary School Vending Machines”, October 20, 2004.
4. For further information, see Foundations for a Healthy School, at www.ontario.ca/healthyschools.
5. Rationale for a School Food and Beverage Policy, School Food and Beverage Policy: Policy/Program Memorandum No. 150 – Revised Version, (October 4, 2010).

APPLICATION

The Niagara Catholic District School Board must ensure that all food and beverages sold on school premises for school purposes meet the requirements of School Food and Beverage Policy, School Food and Beverage Policy: Policy/Program Memorandum No. 150 – Revised Version, (October 4, 2010), including the nutrition standards set out in Appendix A to this memorandum, by September 2011. The nutrition standards apply to all food and beverages sold in all venues (e.g., cafeterias, vending machines, tuck shops), through all programs (e.g., catered lunch programs) and at all events (e.g., bake sales, sports events).

NUTRITION STANDARDS

The nutrition standards embody the principles of healthy eating outlined in Canada's Food Guide, and are intended to ensure that the food and beverages sold in schools contribute to students' healthy growth and development. The nutrition standards for food and beverages are set out within the following two sections:

Nutrition Standards for Food (Appendix A). Food is divided into "Vegetables and Fruit", "Grain Products", "Milk and Alternatives", and "Meat and Alternatives", following Canada's Food Guide. There are also "Mixed Dishes", for products that contain more than one major ingredient (e.g., pizza, pasta, soup, salads, and sandwiches), and "Miscellaneous Items", for items that are to be used in limited amounts (e.g., condiments, sauces, dips, oils, dressings) and for confectionery, which is not permitted for sale (e.g., candy, chocolate).

Nutrition Standards for Beverages (Appendix A). Standards for beverages are provided separately for elementary schools and secondary schools.

The above two sections outline nutrition criteria that food and beverages must meet in order to be sold in schools. The nutrition criteria are provided in the following categories:

Sell Most ($\geq 80\%$). Products in this category are the healthiest options and generally have higher levels of essential nutrients and lower amounts of fat, sugar, and/or sodium. They must make up *at least 80 per cent* of all food choices that are available for sale in all venues, through all programs, and at all events. The same requirement applies to beverage choices.

Sell Less ($\leq 20\%$). Products in this category may have slightly higher amounts of fat, sugar, and/or sodium than food and beverages in the "Sell Most" category. They must make up *no more than 20 per cent* of all food choices that are available for sale in all venues, through all programs, and at all events. The same requirement applies to beverage choices.

Not Permitted for Sale. Products in this category generally contain few or no essential nutrients and/or contain high amounts of fat, sugar, and/or sodium (e.g., deep-fried and other fried foods, confectionery). Food and beverages in this category may not be sold in schools.

Often a type of food or beverage (e.g. bread, meat, cheese) will fit all three of the above categories, depending on its nutritional value. To determine whether a specific product may be sold in schools, it is necessary to read the information on the food label – particularly the Nutrition Facts table and the ingredient list – and compare this information with the nutrition criteria.

ADDITIONAL REQUIREMENTS

As set out in the School Food and Beverage Policy, School Food and Beverage Policy: Policy/Program Memorandum No. 150 – Revised Version, (October 4, 2010), the following requirements must also be met:

- School boards must comply with Ontario Regulation 200/08, "Trans Fat Standards", and any other applicable regulations made under the Education Act.
- Food and beverages must be prepared, served, and stored in accordance with Regulation 562, "Food Premises", as amended, made under the Health Protection and Promotion Act.

- School boards must ensure that students have access to drinking water during the school day.
- The diversity of students and staff must be taken into consideration in order to accommodate religious and/or cultural needs.
- In order to establish an environment that reduces the risks for all students who suffer severe, life threatening allergic reactions (anaphylaxis) to certain foods, Principals and staff must follow the Administrative Guidelines as outlined in the **Anaphylaxis Policy 302.1** of the Niagara Catholic District School Board.

NUTRITION STANDARDS EXEMPTIONS

The standards do not apply to food and beverages that are:

- Offered in schools to students and staff at no cost;
- Brought from home or purchased off school premises and are not for resale in schools;
- Available for purchase during field trips off school premises;
- Sold in schools for non-school purposes (e.g., sold by an outside organization that is using the gymnasium during and/or after school hours for non-school-related event);
- Sold for fundraising activities that occur off school premises;
- Sold in staff rooms.

Notwithstanding these exemptions, schools are encouraged to promote and advocate for food and beverage choices that meet the nutrition standards set out in this policy, with emphasis on selecting choices from the “*Sell Most*” category (Appendix A), with their students, staff and school communities.

CONNECTION TO NUTRITION TOOLS FOR SCHOOLS © Nutrition Standards

Schools are also encouraged to consider food and beverage selections from the following additional nutrition criterion as referenced in the **Nutrition Standards, Nutrition Tools for Schools©, Ontario Society of Nutrition Professionals in Public Health, October 2010 v2**.

Maximum Nutritional Value. Products in this category meet or exceed P/PM 150 because they are: i) Part of the four food groups in *Canada’s Food Guide*; ii) Higher in nutrients needed for optimal growth and development (e.g. iron, vitamin D, calcium, vitamin C, vitamin A, protein, fibre); iii) Lower in unhealthy fats (i.e., saturated fat and trans fat) and usually contain little or no added salt and sugars.

FUNDRAISERS

When fundraisers include food or beverage items, schools are only to select foods and beverages from the “*Sell Most*” category (Appendix A). Schools are encouraged to promote and advocate for food and beverage choices that meet the “*Maximum Nutritional Value*” as referenced in the **Nutrition Standards, Nutrition Tools for Schools©, Ontario Society of Nutrition Professionals in Public Health, October 2010 v2**.

EXEMPTION FOR SPECIAL EVENTS

The Principal may designate up to ten days during the school year as special event days on which food and beverages sold in schools would be exempt from the nutrition standards outlined in P/PM No. 150. The Principal must consult with the Catholic School Council and student representatives, where applicable, prior to designating a day as a special event day.

However, on special event days, schools are highly encouraged to sell food and beverages that meet the nutrition standards set out in this policy (Appendix A).

STUDENT NUTRITION PROGRAMS

Food or beverages served in student nutrition programs (e.g. Ministry of Children and Youth Services Student Nutrition) must meet the nutrition standards set out by the Ministry of Children and Youth Services, Student Nutrition Program Nutrition Guidelines, July 2008.

FOOD AND BEVERAGES PROVIDED FOR MEETINGS

On occasion, school communities and Board level staff provide food and beverages during meetings or special events. If food and/or beverages are offered, schools and staff are to provide food and beverages that meet the nutrition standards set out in this policy (Appendix A).

PRACTICES FOR CONSIDERATION

All Niagara Catholic schools should take into consideration the following when food or beverages are sold or provided in schools:

- Endeavour to offer, when available and where possible, food and beverages that are produced in the Niagara Region.
- Offer, when available and where possible, food and beverages that are produced in Ontario.
- Be environmentally aware (e.g., reduce food waste, reuse containers, recycle food scraps).

Avoid offering food or beverages as a reward or an incentive for good behaviour, achievement, or participation. If these items are offered, they must be of “*Maximum Nutritional Value*” as referenced in the **Nutrition Standards, Nutrition Tools for Schools**©, Ontario Society of Nutrition Professionals in Public Health, October 2010 v2.

IMPLEMENTATION AND MONITORING

The Niagara Catholic District School Board encourages our schools to continue to work with students, parents, school staff, community members, public health professionals, and food service providers to ensure that appropriate strategies are in place to implement this Policy and Administrative Guidelines.

Under Ontario Public Health Standards, 2008, boards of health have a mandate to work with school boards and schools on healthy eating in schools. Schools are encouraged to consult with their school nurses to implement the nutrition standards.

Appendices:

Appendix A: School Food and Beverage Policy: Policy/Program Memorandum No. 150 – Revised Version, (October 4, 2010)

Date of Issue: October 4, 2010

Effective: Until revoked or modified

Subject: SCHOOL FOOD AND BEVERAGE POLICY

Application: Directors of Education
Supervisory Officers and Secretary-Treasurers of School Authorities
Principals of Elementary Schools
Principals of Secondary Schools
Principals of Provincial and Demonstration Schools

Reference: This memorandum replaces Policy/Program Memorandum No. 150, January 15, 2010.

INTRODUCTION

The Ontario government is committed to making schools healthier places for students in order to establish the conditions needed to realize the potential of all students. A healthy school environment enhances student learning and success, and enhances students' social and emotional well-being. Schools have an important role to play in helping students lead healthier lives, including teaching students the skills to make healthy choices and reinforcing those lessons through school practices.

The purpose of this memorandum is to set out nutrition standards for food and beverages sold in publicly funded elementary and secondary schools in Ontario.

APPLICATION

School boards¹ are required to ensure that all food and beverages sold on school premises for school purposes meet the requirements of this memorandum, including the nutrition standards set out in the Appendix to this memorandum, by September 1, 2011. The nutrition standards apply to all food and beverages sold in all venues (e.g., cafeterias, vending machines, tuck shops), through all programs (e.g., catered lunch programs), and at all events (e.g., bake sales, sports events).

The standards do not apply to food and beverages that are:

- offered in schools to students at no cost;
- brought from home or purchased off school premises and are not for resale in schools;
- available for purchase during field trips off school premises;
- sold in schools for non-school purposes (e.g., sold by an outside organization that is using the gymnasium after school hours for a non-school-related event);

1. In this memorandum, *school board(s)* and *board(s)* refer to district school boards and school authorities.

- sold for fundraising activities that occur off school premises;
- sold in staff rooms.

LEGISLATIVE AUTHORITY

Paragraphs 29.3 and 29.4 of subsection 8(1) of the Education Act provide the Minister of Education with the authority to establish a policy with respect to nutrition standards for food and beverages and for any ingredient contained in food and beverages provided on school premises or in connection with a school-related activity, and to require school boards to comply with the policy.

RATIONALE FOR A SCHOOL FOOD AND BEVERAGE POLICY

The school food and beverage policy contributes to improved education and health outcomes for all students. Research shows that “health and education success are intertwined: schools cannot achieve their primary mission of education if students are not healthy”² and that “healthy eating patterns in childhood and adolescence promote optimal childhood health, growth, and intellectual development”.³

The school environment profoundly influences students’ attitudes, preferences, and behaviours. Research also shows that when nutritionally inadequate food and beverages are available and promoted at school every day, even along with healthier food and beverages, it becomes increasingly difficult for students to have a healthy diet.⁴

The implementation of the school food and beverage policy in Ontario’s publicly funded schools will contribute to reducing students’ risk of developing serious, chronic diseases, such as heart disease, type 2 diabetes, and certain types of cancer.

The school food and beverage policy constitutes a comprehensive approach to the sale of food and beverages in schools province-wide. The implementation of this policy is another important step in creating healthier schools in Ontario.⁵ It also reinforces the knowledge, skills, and attitudes regarding healthy eating that are developed through the various subjects and disciplines in the Ontario curriculum.

2. M. M. Storey, M. S. Nanney, and M. B. Schwartz, “Schools and Obesity Prevention: Creating School Environments and Policies to Promote Healthy Eating and Physical Activity”, *The Milbank Quarterly*, 87(1), (2009), p. 72.

3. Centers for Disease Control and Prevention, *Guidelines for School Health Programs to Promote Lifelong Healthy Eating*, MMWR 1996;45 (No. RR-9), p. 1.

4. Dietitians of Canada, “School Food and Nutrition Recommendations for Ontario Ministry of Education Regarding Snacks and Beverages Dispensed by Vending Machines”, p. 3, published with Ontario Ministry of Education, Policy/Program Memorandum No. 135, “Healthy Foods and Beverages in Elementary School Vending Machines”, October 20, 2004.

5. For further information, see Foundations for a Healthy School, at www.ontario.ca/healthyschools.

NUTRITION STANDARDS

The nutrition standards embody the principles of healthy eating outlined in Canada's Food Guide, and are intended to ensure that the food and beverages sold in schools contribute to students' healthy growth and development. The nutrition standards for food and beverages are set out within the following two sections:

Nutrition Standards for Food. Food is divided into "Vegetables and Fruit", "Grain Products", "Milk and Alternatives", and "Meat and Alternatives", following Canada's Food Guide. There are also "Mixed Dishes", for products that contain more than one major ingredient (e.g., pizza, pasta, soup, salads, and sandwiches), and "Miscellaneous Items", for items that are to be used in limited amounts (e.g., condiments, sauces, dips, oils, dressings) and for confectionery, which is not permitted for sale (e.g., candy, chocolate).

Nutrition Standards for Beverages. Standards for beverages are provided separately for elementary schools and secondary schools.

The above two sections outline nutrition criteria⁶ that food and beverages must meet in order to be sold in schools. The nutrition criteria are provided in the following categories:

Sell Most (≥ 80%). Products in this category are the healthiest options and generally have higher levels of essential nutrients and lower amounts of fat, sugar, and/or sodium. They must make up *at least 80 per cent* of all food choices⁷ that are available for sale in all venues, through all programs, and at all events. The same requirement applies to beverage choices.⁸

Sell Less (≤ 20%). Products in this category may have slightly higher amounts of fat, sugar, and/or sodium than food and beverages in the "Sell Most" category. They must make up *no more than 20 per cent* of all food choices that are available for sale in all venues, through all programs, and at all events. The same requirement applies to beverage choices.

Not Permitted for Sale. Products in this category generally contain few or no essential nutrients and/or contain high amounts of fat, sugar, and/or sodium (e.g., deep-fried and other fried foods, confectionery). Food and beverages in this category may not be sold in schools.

Often a type of food or beverage (e.g., bread, meat, cheese) will fit in all three of the above categories, depending on its nutritional value. To determine whether a specific product may be sold in schools, it is

6. The nutrition criteria are based on scientific research, on the Canadian Food Inspection Agency's *Guide to Labelling and Advertising* (<http://www.inspection.gc.ca/english/fssa/labeti/guide/toce.shtml>), on a cross-jurisdiction scan, and on market research on available food and beverage products.

7. The following are examples of food choices: a bran muffin is one food choice and a banana muffin is another food choice; an apple is one food choice and an orange is another food choice.

8. The following are examples of beverage choices: plain milk is one beverage choice and chocolate milk is another beverage choice; orange juice is one beverage choice and apple juice is another beverage choice.

necessary to read the information on the food label – particularly the Nutrition Facts table and the ingredient list – and compare this information with the nutrition criteria.

Food should always be prepared in a healthy way – that is, using cooking methods that require little or no added fat or sodium, such as baking, barbecuing, boiling, broiling, grilling, microwaving, poaching, roasting, steaming, or stir-frying.

EXEMPTION FOR SPECIAL-EVENT DAYS

The school principal may designate up to ten days (or fewer, as determined by the school board) during the school year as special-event days on which food and beverages sold in schools would be exempt from the nutrition standards outlined in this memorandum. The school principal must consult with the school council prior to designating a day as a special-event day. School principals are encouraged to consult with their students in making these decisions.

Notwithstanding this exemption, on special-event days, schools are encouraged to sell food and beverages that meet the nutrition standards set out in this memorandum.

ADDITIONAL REQUIREMENTS

The following requirements must also be met:

- School boards must comply with Ontario Regulation 200/08, “Trans Fat Standards”, and any other applicable regulations made under the Education Act.
- Principals must take into consideration strategies developed under the school board’s policy on anaphylaxis to reduce the risk of exposure to anaphylactic causative agents.
- Food and beverages must be prepared, served, and stored in accordance with Regulation 562, “Food Premises”, as amended, made under the Health Protection and Promotion Act.
- School boards must ensure that students have access to drinking water during the school day.
- The diversity of students and staff must be taken into consideration in order to accommodate religious and/or cultural needs.

PRACTICES FOR CONSIDERATION

Boards and schools should take into consideration the following when food or beverages are sold or provided in schools:

- Offer, when available and where possible, food and beverages that are produced in Ontario.
- Be environmentally aware (e.g., reduce food waste, reuse containers, recycle food scraps).
- Avoid offering food or beverages as a reward or an incentive for good behaviour, achievement, or participation.

IMPLEMENTATION AND MONITORING

Any existing school board policies or guidelines related to food and beverages sold in schools must be in accordance with this memorandum. The ministry recognizes that there may be differences in approaches and implementation at the local level. School boards and schools are encouraged to continue to work with students, parents, school staff, community members, public health professionals, and food service providers to ensure that appropriate strategies are in place to implement this memorandum.

School boards are encouraged to consult with their board of health to implement the nutrition standards. Under Ontario Public Health Standards, 2008, boards of health have a mandate to work with school boards and schools on healthy eating in schools.

School boards are responsible for monitoring the implementation of this memorandum.

At the end of the 2010–11 school year, school boards will be required to attest that they will be in full compliance with this memorandum on September 1, 2011.

For more information on support that is available to assist with implementation, see www.ontario.ca/healthyschools.

APPENDIX: NUTRITION STANDARDS FOR ONTARIO SCHOOLS

Read the information on the food label – particularly the Nutrition Facts table and the ingredient list – and compare this information with the nutrition criteria outlined below in order to determine whether a food or beverage may be sold at the school.

Products in the “Sell Most” category must make up *at least 80 per cent* of all food choices and *at least 80 per cent* of all beverage choices that are available for sale in all venues, through all programs, and at all events on school premises.

Products in the “Sell Less” category must make up *no more than 20 per cent* of all food choices and *no more than 20 per cent* of all beverage choices that are available for sale in all venues, through all programs, and at all events on school premises.

Nutrition Standards for Food

All food sold in schools must meet the standards set out in Ontario Regulation 200/08, “Trans Fat Standards”, made under the Education Act.

Vegetables and Fruit

- Compare the nutrition criteria below with the Nutrition Facts table and the ingredient list on the food label.
- See the section “Nutrition Standards for Beverages” for the nutrition criteria for vegetable and fruit juices and juice blends.
- Food should always be prepared in a healthy way – that is, using cooking methods that require little or no added fat or sodium, such as baking, barbecuing, boiling, broiling, grilling, microwaving, poaching, roasting, steaming, or stir-frying.

	Sell Most (≥ 80%) Nutrition Criteria	Sell Less (≤ 20%) Nutrition Criteria	Not Permitted for Sale Nutrition Criteria
Fresh, Frozen, Canned, and Dried Vegetables and Fruit	<p>Vegetable or fruit is the first item on the ingredient list and Fat: ≤ 3g and Sodium: ≤ 360mg</p> <p>Examples:</p> <ul style="list-style-type: none"> • Fresh or frozen vegetables with little or no added salt • Fresh or frozen fruit with no added sugar • Canned vegetables • Canned fruit packed in juice or light syrup • Unsweetened apple sauce • Some low-fat frozen potato products, including French fries • Some dried fruit and 100%fruit leathers* 	<p>Vegetable or fruit is the first item on the ingredient list and Fat: ≤ 5g and Saturated fat: ≤ 2g and Sodium: ≤ 480mg</p> <p>Examples:</p> <ul style="list-style-type: none"> • Some dried fruit and 100%fruit leathers • Lightly seasoned or sauced vegetables and fruit • Some prepared mixed vegetables 	<p>Sugar** is the first item on the ingredient list or Fat: >5g or Saturated fat: >2g or Sodium: >480mg</p> <p>Examples:</p> <ul style="list-style-type: none"> • Vegetable and fruit products prepared with higher amounts of fat, sugar, and/or salt, including deep-fried vegetables • Some packaged frozen and deep-fried potato products, including hash browns and French fries • Some fruit snacks made with juice (e.g., gummies, fruit rolls)

Vegetables and Fruit (cont.)

	Sell Most (≥ 80%) Nutrition Criteria	Sell Less (≤ 20%) Nutrition Criteria	Not Permitted for Sale Nutrition Criteria
Canned Tomatoes and Tomato-Based Products	<p>Fat: ≤ 3g and Sodium: ≤ 480mg</p> <p>Examples:</p> <ul style="list-style-type: none"> • Some whole, crushed, or diced tomatoes • Some pasta sauce 		<p>Fat: > 3g or Sodium: > 480mg</p> <p>Examples:</p> <ul style="list-style-type: none"> • Whole, crushed, or diced tomatoes that are higher in fat or sodium • Pasta sauce that is higher in fat or sodium
Vegetable and Fruit Chips	<p>Fat: ≤ 3g and Sodium: ≤ 240mg</p> <p>Examples:</p> <ul style="list-style-type: none"> • Some lower-fat, lower-sodium vegetable chips (e.g., potato, carrot) • Some lower-fat, lower-sodium fruit chips (e.g., banana, apple, pear) 	<p>Fat: ≤ 5g and Saturated fat: ≤ 2g and Sodium: ≤ 480mg</p> <p>Examples:</p> <ul style="list-style-type: none"> • Some vegetable chips (e.g., potato, carrot) • Some fruit chips (e.g., banana, apple, pear) 	<p>Fat: > 5g or Saturated fat: > 2g or Sodium: > 480mg</p> <p>Examples:</p> <ul style="list-style-type: none"> • Some vegetable chips that are higher in fat or sodium • Some fruit chips that are higher in fat or sodium

*Food high in sugars and starches (natural or added) can leave particles clinging to the teeth and put dental health at risk. Vegetable and fruit choices of particular concern include fruit leathers, dried fruit, and chips (potato or other). It is suggested that these foods be eaten only at meal times and that foods that clear quickly from the mouth be eaten at snack times, such as fresh (raw or cooked), canned, or frozen vegetables or fruit.

**Look for other words for sugar, such as *glucose, fructose, sucrose, dextrose, dextrin, corn syrup, maple syrup, cane sugar, honey, and concentrated fruit juice*.

Grain Products

- Compare the nutrition criteria below with the Nutrition Facts table and the ingredient list on the food label.
- Food should always be prepared in a healthy way – that is, using cooking methods that require little or no added fat or sodium, such as baking, barbecuing, boiling, broiling, grilling, microwaving, poaching, roasting, steaming, or stir-frying.

	Sell Most (≥ 80%) Nutrition Criteria	Sell Less (≤ 20%) Nutrition Criteria	Not Permitted for Sale Nutrition Criteria
Bread	<p>Whole grain is the first item on the ingredient list and Saturated fat: ≤ 2g and Sodium: ≤ 240mg and Fibre: ≥ 2g</p> <p>Examples:</p> <ul style="list-style-type: none"> • Whole grain breads, including buns, bagels, English muffins, rolls, naan, pitas, tortillas, chapattis, rotis, bannock • Whole grain pizza dough and flatbread 	<p>Saturated fat: ≤ 2g and Sodium: ≤ 480mg</p> <p>Examples:</p> <ul style="list-style-type: none"> • White (enriched) breads, including buns, bagels, English muffins, rolls, naan, pitas, tortillas, chapattis, rotis, bannock • White (enriched) pizza dough 	<p>Saturated fat: > 2g or Sodium: > 480mg</p> <p>Examples:</p> <ul style="list-style-type: none"> • White breads that are higher in fat or sodium • Some cheese breads, scones, and biscuits
Pasta, Rice, and Other Grains	<p>Fat: ≤ 3g and Saturated fat: ≤ 2g and Sodium: ≤ 240mg</p> <p>Examples:</p> <ul style="list-style-type: none"> • Whole wheat or white (enriched) pasta, including couscous • White, brown, and wild rice, rice noodles, and soba noodles • Quinoa, bulgur, wheat berries, spelt, and other whole grains 	<p>Fat: ≤ 5g and Saturated fat: ≤ 2g and Sodium: ≤ 480mg</p> <p>Examples:</p> <ul style="list-style-type: none"> • Some pasta, rice, and other grains 	<p>Fat: > 5g or Saturated fat: > 2g or Sodium: > 480mg</p> <p>Examples:</p> <ul style="list-style-type: none"> • Some pasta, rice, and other grains that are higher in fat, saturated fat, or sodium
Baked Goods	<p>Fat: ≤ 5g and Saturated fat: ≤ 2g and Fibre: ≥ 2g</p> <p>Examples:</p> <ul style="list-style-type: none"> • Some muffins, cookies, grain-based bars • Some whole grain waffles and pancakes 	<p>Fat: ≤ 10g and Saturated fat: ≤ 2g and Fibre: ≥ 2g</p> <p>Examples:</p> <ul style="list-style-type: none"> • Some muffins, cookies, grain-based bars, snacks • Some waffles and pancakes 	<p>Fat: > 10g or Saturated fat: > 2g or Fibre: < 2g</p> <p>Examples:</p> <ul style="list-style-type: none"> • Most croissants, danishes, cakes, doughnuts, pies, turnovers, pastries • Some cookies and squares

Grain Products (cont.)

	Sell Most (≥ 80%) Nutrition Criteria	Sell Less (≤ 20%) Nutrition Criteria	Not Permitted for Sale Nutrition Criteria
Grain-Based Snacks	<p>Fat: ≤ 3g and Saturated fat: ≤ 2g and Sodium: ≤ 240mg</p> <p>Examples:</p> <ul style="list-style-type: none"> • Some whole grain crackers, pita chips, and flatbreads • Some packaged crackers and popcorn 	<p>Fat: ≤ 5g and Saturated fat: ≤ 2g and Sodium: ≤ 480mg</p> <p>Examples:</p> <ul style="list-style-type: none"> • Some crackers, pretzels, and popcorn 	<p>Fat: >5g or Saturated fat: >2g or Sodium: >480mg</p> <p>Examples:</p> <ul style="list-style-type: none"> • Crackers, pretzels, and popcorn higher in fat and sodium • Most corn chips and other snack mixes
Cereals	<p>Whole grain is the first item on the ingredient list and Saturated fat: ≤ 2g and Fibre: ≥ 2g</p> <p>Examples:</p> <ul style="list-style-type: none"> • Some breakfast cereals, including oatmeal, some granola, and cold cereals containing fibre 		<p>Whole grain is <i>not</i> the first item on the ingredient list or Saturated fat: >2g or Fibre: <2g</p> <p>Examples:</p> <ul style="list-style-type: none"> • Some breakfast cereals

Milk and Alternatives

		Sell Most (≥ 80%) Nutrition Criteria		Sell Less (≤ 20%) Nutrition Criteria		Not Permitted for Sale Nutrition Criteria	
<ul style="list-style-type: none"> Compare the nutrition criteria below with the Nutrition Facts table and the ingredient list on the food label. See the section “Nutrition Standards for Beverages” for the nutrition criteria for fluid milk and fluid milk alternatives. 							
Yogurt/Kefir	Fat: ≤ 3.25%M.F.* or ≤ 3g <i>Examples:</i> <ul style="list-style-type: none"> Plain and flavoured yogurt, yogurt tubes 					Fat: >3.25%M.F. or >3g <i>Examples:</i> <ul style="list-style-type: none"> Yogurt higher in fat, such as Balkan-style 	
Cheese**	Fat: ≤ 20%M.F. and Sodium: ≤ 360mg and Calcium: ≥ 15%DV*** <i>Examples:</i> <ul style="list-style-type: none"> Cheeses lower in fat and sodium, including part-skim mozzarella, light cheddar, some Swiss and ricotta 	Sodium: ≤ 480mg and Calcium: ≥ 15%DV <i>Examples:</i> <ul style="list-style-type: none"> Most hard and soft, non-processed cheese, including cheddar, mozzarella, brick, parmesan, some feta, Monterey jack, havarti, and gouda; cottage cheese, cheese curds, and cheese strings 		Sodium: >480mg or Calcium: <15%DV <i>Examples:</i> <ul style="list-style-type: none"> Some processed cheese products Most cream cheese 			
Milk-Based Desserts		Fat: ≤ 5g and Sodium: ≤ 360mg and Calcium: ≥ 5%DV <i>Examples:</i> <ul style="list-style-type: none"> Some frozen yogurt, puddings, custards, ice milk, gelato 		Fat: >5g or Sodium: > 360mg or Calcium: <5%DV <i>Examples:</i> <ul style="list-style-type: none"> Some puddings Most frozen desserts high in fat and sugar, including ice cream, ice cream bars, ice cream cakes, and ice cream sandwiches 			

*M.F. =Milk Fat. The amount can be found on the front of the food label.

**Encourage selection of lower-fat cheese options.

***DV =Daily Value.

Meat and Alternatives

- Compare the nutrition criteria below with the Nutrition Facts table and ingredient list on the food label.
- Food should always be prepared in a healthy way – that is, using cooking methods that require little or no added fat or sodium, such as baking, barbecuing, boiling, broiling, grilling, microwaving, poaching, roasting, steaming, or stir-frying.

	Sell Most (≥ 80%) Nutrition Criteria	Sell Less (≤ 20%) Nutrition Criteria	Not Permitted for Sale Nutrition Criteria
Fresh and Frozen Meat	<p>Fat: ≤ 10g and Sodium: ≤ 480mg</p> <p>Examples:</p> <ul style="list-style-type: none"> • Extra-lean ground meat • Lean beef, goat, lamb, pork, or poultry • Some breaded chicken strips and nuggets • Some lean meatballs • Some lean hamburger patties 	<p>Fat: ≤ 14g and Sodium: ≤ 480mg</p> <p>Examples:</p> <ul style="list-style-type: none"> • Lean ground meat • Beef, goat, lamb, pork, or poultry • Some breaded chicken strips and nuggets • Some meatballs • Some hamburger patties 	<p>Fat: >14g or Sodium: >480mg</p> <p>Examples:</p> <ul style="list-style-type: none"> • Meat that contains higher amounts of fat or sodium, including chicken wings, bacon, pork and beef ribs • Some wieners • Most pepperoni sticks • Most beef/turkey jerk products
Deli (Sandwich) Meat	<p>Fat: ≤ 5g and Sodium: ≤ 480mg</p> <p>Examples:</p> <ul style="list-style-type: none"> • Some lean deli meat 	<p>Fat: ≤ 5g and Sodium: ≤ 600mg</p> <p>Examples:</p> <ul style="list-style-type: none"> • Some lean deli meat 	<p>Fat: >5g or Sodium: >600mg</p> <p>Examples:</p> <ul style="list-style-type: none"> • Deli meat higher in fat or sodium
Fish	<p>Fat: ≤ 8g and Sodium: ≤ 480mg</p> <p>Examples:</p> <ul style="list-style-type: none"> • Fresh, frozen, or canned fish 	<p>Fat: ≤ 12g and Sodium: ≤ 480mg</p> <p>Examples:</p> <ul style="list-style-type: none"> • Some frozen, breaded fish (e.g., fish sticks) • Fresh, frozen, or canned fish 	<p>Fat: >12g or Sodium: >480mg</p> <p>Examples:</p> <ul style="list-style-type: none"> • Some breaded or battered fish higher in added fat or sodium • Fresh or frozen fish with a higher mercury content**
Eggs	<p>Fat: ≤ 7g and Sodium: ≤ 480mg</p>		<p>Fat: >7g or Sodium: >480mg</p>

Meat and Alternatives (cont.)

	Sell Most (≥ 80%) Nutrition Criteria	Sell Less (≤ 20%) Nutrition Criteria	Not Permitted for Sale Nutrition Criteria
Nuts, Protein Butters, and Seeds	<p>Not coated with candy, chocolate, sugar, or yogurt and Sodium: ≤ 480mg</p> <p>Examples:</p> <ul style="list-style-type: none"> • Nut, legume, and seed butters, including peanut, almond, walnut, soy, sesame, and sunflower • Nuts and seeds, including almonds, walnuts, peanuts, sunflower seeds, pumpkin seeds (papas) 		<p>Coated with candy, chocolate, sugar, and/or yogurt or Sodium: >480mg</p> <p>Examples:</p> <ul style="list-style-type: none"> • Coated nuts • Some roasted and salted nuts
Meat Alternatives, such as Tofu, Beans, and Lentils	<p>Fat: ≤ 8g and Sodium: ≤ 480mg and Protein: ≥ 10g</p> <p>Examples:</p> <ul style="list-style-type: none"> • Some vegetarian burgers, simulated meat strips, veggie meatballs, veggie ground round, veggie wieners and sausages, tofu and tempeh • Beans and lentils 		<p>Fat: >8g or Sodium: >480mg or Protein: < 10g</p> <p>Examples:</p> <ul style="list-style-type: none"> • Some vegetarian products high in sodium • Some meat alternatives that are higher in fat or sodium or lower in protein

* Certain types of fish may contain levels of mercury that can be harmful to human health. Fish caught in local lakes and streams may have different levels of mercury from those found in stores. Canned "light" tuna contains less mercury than "white" or "albacore" tuna, and salmon generally has low levels of mercury. See Health Canada's website for continually updated information and a list of fish with low levels of mercury, at <http://www.hc-sc.gc.ca/fn-an/secureit/chem-chim/environ/mercure/mercure/cons-adv-etud-eng.php>.

Mixed Dishes

Note: Mixed dishes are products that contain more than one major ingredient.

Mixed Dishes With a Nutrition Facts Table			
<ul style="list-style-type: none"> Compare the nutrition criteria below with the Nutrition Facts table and the ingredient list provided by the supplier. Food should always be prepared in a healthy way – that is, using cooking methods that require little or no added fat or sodium, such as baking, barbecuing, boiling, broiling, grilling, microwaving, poaching, roasting, steaming, or stir-frying. 			
	Sell Most (≥ 80%) Nutrition Criteria	Sell Less (≤ 20%) Nutrition Criteria	Not Permitted for Sale Nutrition Criteria
Entrées (e.g., frozen pizza, sandwiches, pasta, hot dogs)	Fat: ≤ 10g and Saturated fat: ≤ 5g and Sodium: ≤ 960mg and Fibre: ≥ 2g and Protein: ≥ 10g	Fat: ≤ 15g and Saturated fat: ≤ 7g and Sodium: ≤ 960mg and Fibre: ≥ 2g and Protein: ≥ 7g	Fat: > 15g or Saturated fat: > 7g or Sodium: > 960mg or Fibre: < 2g or Protein: < 7g
Soups	Fat: ≤ 3g and Sodium: ≤ 720mg and Fibre: ≥ 2g	Fat: ≤ 5g and Saturated fat: ≤ 2g and Sodium: ≤ 720mg	Fat: > 5g or Saturated fat: > 2g or Sodium: > 720mg
Side Dishes (e.g., grain and/or vegetable salads)	Fat: ≤ 5g and Saturated fat: ≤ 2g and Sodium: ≤ 360mg and Fibre: ≥ 2g	Fat: ≤ 7g and Saturated fat: ≤ 2g and Sodium: ≤ 360mg	Fat: > 7g or Saturated fat: > 2g or Sodium: > 360mg

Mixed Dishes (cont.)

Mixed Dishes Without a Nutrition Facts Table

- For every ingredient used, refer to the nutrition criteria in this appendix for the appropriate food groups.
- Food should always be prepared in a healthy way – that is, using cooking methods that require little or no added fat or sodium, such as baking, barbecuing, boiling, broiling, grilling, microwaving, poaching, roasting, steaming, or stir-frying.

	Sell Most (≥ 80%) Nutrition Criteria	Sell Less (≤ 20%) Nutrition Criteria	Not Permitted for Sale Nutrition Criteria
Entrées (e.g., pizza, sandwiches, pasta, hot dogs)	All major ingredients* are from the "Sell Most" category.	One or more major ingredients are from the "Sell Less" category.	Cannot be sold if prepared with any ingredients from the "Not Permitted for Sale" category.
Soups	All major ingredients are from the "Sell Most" category.	One or more major ingredients are from the "Sell Less" category.	Cannot be sold if prepared with any ingredients from the "Not Permitted for Sale" category.
Side Dishes (e.g., grain and/or vegetable salads)	All major ingredients are from the "Sell Most" category.	One or more major ingredients are from the "Sell Less" category.	Cannot be sold if prepared with any ingredients from the "Not Permitted for Sale" category.

*A major ingredient is any product that is identified in one of the food groups set out in the nutrition standards – that is, Vegetables and Fruit, Grain Products, Milk and Alternatives, and Meat and Alternatives. *All* pizza toppings are considered major ingredients.

Miscellaneous Items

Minor Ingredients	
<ul style="list-style-type: none"> The following are considered minor ingredients and are to be used in limited amounts, as defined under "Serving Size". Choose products that are lower in fat and/or sodium. 	
Ingredients	Serving Size
Condiments and Spreads	≤ 15ml (1 tbsp)
Gravies and Sauces	≤ 60ml (4 tbsp)
Dips	≤ 30ml (2 tbsp)
Fats	≤ 5ml (1 tsp)
Oils and Dressings	≤ 15ml (1 tbsp)
Other (e.g., chocolate chips, coconut, olives, parmesan cheese)	≤ 15ml (1 tbsp)

Not Permitted for Sale: Confectionery (Examples)
Candy Chocolate Energy bars Licorice Gum Gummies Popsicles and freezies, if not prepared with 100% juice

Nutrition Standards for Beverages

Separate beverage standards are provided for elementary and secondary schools.

All beverages sold in schools must meet the standards set out in Ontario Regulation 200/08, “Trans Fat Standards”, made under the Education Act.

Beverages – Elementary Schools

Compare the nutrition criteria below with the Nutrition Facts table and ingredient list on the food label.			
	Sell Most (≤ 80%) Nutrition Criteria	Sell Less (≤ 20%) Nutrition Criteria	Not Permitted for Sale Nutrition Criteria
Water	Plain		
Milk and Milk-Based Beverages (Plain or Flavoured)	Fat: ≤ 2%M.F.* or ≤ 5g and Sugar: ≤ 28g and Calcium: ≥ 25%DV** and Container size: ≤ 250ml		Fat: >2%M.F. or >5g or Sugar: >28g or Calcium: <25%DV or Container size: >250ml
Yogurt Drinks	Fat: ≤ 3.25%M.F. or ≤ 3g and Container size: ≤ 250ml		Fat: >3.25%M.F. or >3g or Container size: >250ml
Soy/Milk Alternative Beverages (Plain or Flavoured)	Fortified with calcium and vitamin D and Container size: ≤ 250ml		Unfortified or Container size: >250ml
Juices or Blends: Vegetable or Fruit	100% juice, pulp, or purée and Unsweetened/No sugar added and Container size: ≤ 250ml		<100% juice, pulp, or purée or Sugar in the ingredient list or Container size: >250ml
Hot Chocolate	Fat: ≤ 2%M.F. or ≤ 5g and Sugar: ≤ 28g and Calcium: ≥ 25%DV and Container size: ≤ 250ml		Fat: >2%M.F. or >5g or Sugar: >28g or Calcium: <25%DV or Container size: >250ml
Coffee and Tea			All Coffee and Tea
Iced Tea			All Iced Tea
Energy Drinks			All Energy Drinks
Sports Drinks			All Sports Drinks
Other Beverages (e.g., soft drinks; flavoured water; “juice-ades”, such as lemonade, limeade)			All Other Beverages

*M.F. = Milk Fat. The amount can be found on the front of the food label.

**DV = Daily Value.

Beverages – Secondary Schools

Compare the nutrition criteria below with the Nutrition Facts table and ingredient list on the food label.

	Sell Most (≥ 80%) Nutrition Criteria	Sell Less (≤ 20%) Nutrition Criteria	Not Permitted for Sale Nutrition Criteria
Water	Plain		
Milk* and Milk-Based Beverages (Plain or Flavoured)	Fat: ≤ 2%M.F.** or ≤ 5g and Sugar: ≤ 28g and Calcium: ≥ 25%DV***		Fat: >2%M.F. or >5g or Sugar: >28g or Calcium: <25%DV
Yogurt Drinks	Fat: ≤ 3.25%M.F. or ≤ 3g Fortified with calcium and vitamin D		Fat: >3.25%M.F. or >3g Unfortified
Soy/Milk Alternative Beverages (Plain or Flavoured)			
Juices or Blends: Vegetable or Fruit	100% juice, pulp, or purée and Unsweetened/No sugar added		<100% juice, pulp, or purée or Sugar in the ingredient list
Hot Chocolate	Fat: ≤ 2%M.F. or ≤ 5g and Sugar: ≤ 28g and Calcium: ≥ 25%DV		Fat: >2%M.F. or >5g or Sugar: >28g or Calcium: <25%DV
Coffee and Tea		Decaffeinated	Caffeinated
Iced Tea		Calories: ≤ 40 and Decaffeinated	Calories: >40 or Caffeinated
Energy Drinks			All Energy Drinks
Sports Drinks			All Sports Drinks
Other Beverages (e.g., soft drinks; flavoured water; "juice-ades", such as lemonade, limeade)		Calories: ≤ 40 and Caffeine-free	Calories: >40 or with caffeine

*Milk can be sold in containers that hold multiple servings.

**M.F. = Milk Fat. The amount can be found on the front of the food label.

***DV = Daily Value.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
MARCH 29, 2011**

**TOPIC: APPROVED MINUTES OF THE SPECIAL EDUCATION
ADVISORY COMMITTEE MEETING OF FEBRUARY 9, 2011**

RECOMMENDATION

THAT the Niagara Catholic District School Board receive the Approved Minutes of the Special Education Advisory Committee Meeting of February 9, 2011, as presented for information.



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

MINUTES OF THE SPECIAL EDUCATION ADVISORY COMMITTEE MEETING WEDNESDAY, FEBRUARY 9, 2011

Minutes of the Meeting of the Special Education Advisory Committee, held on Wednesday, February 9, 2011, at 7:00 p.m. in the Father Kenneth Burns csc Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

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

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayers were led by Chair Racine.

2. Roll Call

Members	Affiliations	Present	Excused	Absent
Anna Racine	The Tourette Syndrome Association of Ontario	✓		
Kim Rosati	VOICE for Hearing Impaired Children	✓		
Connie Parry	Association for Bright Children		✓	
Heather Schneider	Community Living-Welland/Pelham		✓	
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	✓		
Naomi Gutknecht	Learning Disabilities Association – Niagara	✓		
Bill Helmeczi	Niagara Child and Youth Services		✓	
Trustees				
Father Paul MacNeil		✓		
Rhianon Burkholder		✓		

The following staff were in attendance:

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

3. Approval of the Agenda

Moved by Dianne Radunsky
Seconded by Trustee MacNeil

THAT the Special Education Advisory Committee approve the Agenda of the Special Education Advisory Committee Meeting as amended to change the date to February 9, 2011.

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 January 12, 2011

Moved by Trustee Burkholder
Seconded by Rob Lavorato

THAT the Special Education Advisory Committee approve the Minutes of the Special Education Advisory Committee Meeting of January 12, 2011, as presented.

CARRIED

B. PRESENTATIONS

1. Connections Guidelines – Special Education Staff

Applied Behaviour Analysis (ABA) Supervisors, Cathy McMullin and Amanda Riley from the Student Achievement Special Education department presented information on the Connections Guidelines, an initiative between the EDU (Ministry of Education) and MCYS (Ministry of Child and Youth Services) whereby every student with Autism Spectrum Disorder transitioning from an Intensive Behaviour Intervention Program into and through school will have a collaborative transition plan.

Information was presented on the Employability Skills Plan (ESP). The Employability Skills Plan is a resource for Special Education Teachers to support students with special education needs. The ESP assists with goal planning in school and at co-operative education placements along with transition planning beyond secondary school. This resource also provides support to teachers, parents and students with information regarding available resources for post secondary. Questions were asked following the presentation.

C. VISIONING

1. Goals and Vision for 2010/2011

1.1 SEAC Logo

Chair Racine presented the revised SEAC logo memo for information and review. Members approved to proceed with the memo to the Principals.

1.2 Goal Planning

In regards to developing a mental health support plan to align with Niagara Catholic District School Board's *Vision 2020* and *Enabling strategies*, there was a discussion about a possible mental health presentation by NCYS in March, as well as a presentation by Special Education staff in May or June.

D. BUSINESS ARISING FROM THE MINUTES OF THE MEETING OF JANUARY 12, 2011

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 Required Special Education Programming for Teachers

Chair Racine gave a brief overview of Special Education Part I, II and Specialist qualification courses and then turned over the Chairship to Vice-Chair Rosati.

Approval to add the requirement of successful completion of the Special Education Part I Teacher Qualification course to the qualifications necessary for all newly hired teachers

Moved by Anna Racine
Seconded by Dianne Radunsky

That the Special Education Advisory Committee of the Niagara Catholic District School Board recommends that the Niagara Catholic District School Board add the requirement of successful completion of The Special Education Part I Teacher Qualification course, as outlined by the Ontario College of Teachers, to the qualifications necessary for all newly hired teachers. We recommend that all newly hired teachers successfully complete this requirement within the first three years of their employment. We further recommend that this requirement come into effect for all newly hired teachers with the 2012/2013 school year, or as soon as this requirement can be implemented.

A discussion was held in regards to the recommendation, however more information and research is required before consideration. The Special Education Advisory Committee did not vote on the proposed motion.

Superintendent Baldasaro will contact the Superintendent of Human Resources to do a possible presentation to provide information and answers.

6.2 Required Special Education Programming for Principals and Vice-Principals

Approval to add the requirement of successful completion of the Special Education Part I and Special Education Part II Teacher Qualification course to the qualifications necessary for all newly appointed Principals and Vice-Principals

Moved by Anna Racine

Seconded by Trustee Burkholder

That the Special Education Advisory Committee of the Niagara Catholic District School Board recommends that the Niagara Catholic District School Board add the requirement of successful completion of The Special Education I and Special Education II Teacher Qualification courses, as outlined by the Ontario College of Teachers, to the qualifications necessary for all newly appointed Principals and Vice Principals. We recommend that this requirement come into effect for all new appointments beginning in 2012. SEAC further recommends that the application form and the recommendation form for Principals and Vice Principals be amended to include a section for applicants to provide examples of their experience in special education.

Superintendent Baldasaro presented the revised Catholic Leadership Principal and Vice-Principal Statement of Policy to the members for information. Principal candidates are required at the time of application to have Part II of the Special Education qualifications and Vice-Principal candidates are to have Part I of the Special Education qualifications as per the Ontario College of Teachers Qualifications.

Based on the information provided by Superintendent Baldasaro and further discussion, the Special Education Advisory Committee did not vote on the proposed motion.

Vice-Chair Rosati turned over the Chairship to Chair Racine.

7. Policy Review

Chair Racine gave a brief overview of the Nutrition Policy. A discussion was held in regards to this policy. Other policies being vetted include the Research Projects Policy and Purchasing/Supply Chain Management Policy. The deadline to respond is February 11, 2011. The Records Management Policy and Niagara Catholic Parent Involvement Committee Policy have a deadline of March 21, 2011. Any comments can be forwarded to Chair Racine who will respond on behalf of the SEAC or members can respond individually.

E. AGENCY REPORTS

1. VOICE for Hearing Impaired Children – Kim Rosati

- VOICE for Hearing Impaired Parent meeting will be held on Thursday, February 17th, 2011 from 7:00p.m. – 9:00p.m. The Special Guest Speaker is Dave Burwell BA. CFP, Financial Advisor/Tax Specialist. Dave will present information on Disability Tax credit and RDSP (Registered Disability Savings Plan).

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

- Nil Report

3. **Community Living – Welland/Pelham – Heather Schneider**

- Nil Report

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

- Nil Report

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

- Nil Report

6. **Autism Ontario – Mike Gowan**

- Our social skills classes and parent support groups are running again for 10 weeks every Tuesday and Thursday evenings at our Page Street Office.
- We are hosting numerous activities over the March Break including movies, crafts, yoga classes and bowling for children and their parents.
- Lindsay Moir, a Consultant on educational issues is holding a workshop at our office on Tuesday, March 22nd from 6:00p.m. - 7:30p.m. The cost is \$10.00 for members, \$15.00 for non members.
- Our Regional Director Sharon Svob is retiring at the end of February. She has been an invaluable asset to our office and community over the past 5 years. We will truly miss her. We are currently interviewing for a replacement.

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

- Nil Report

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

- Nil Report

9. **Ontario Brain Injury Association – Dianne Radunsky**

- A Neurorehabilitation program will be held on February 22nd -25th, 2011 at Brock University.

10. Learning Disabilities Association (Niagara) – Naomi Gutknecht

- Our winter programming began last week, and we are now preparing for our March Break Program that will hopefully run in both St Catharines and Welland this year. This program includes a literacy/numeracy, social skills, and recreational component to it.

11. Niagara Child and Youth Services – Bill Helmeczi

- Nil Report

F. STAFF REPORTS

1. Patsy Rocca – Principal, Elementary

- During the week of February 7th and February 11th, all students will be participating in activities in order to raise awareness and support for the Niagara Peninsula Children's Centre. During this week, many schools will be arranging visits to the Children's Centre, as well as host guest speakers from the Centre to speak at assemblies. Also, during this time, many schools will be leading various initiatives in order to raise funds for the centre.
- SNAP program continues for our students with the winter session underway.

2. Ted Farrell – Principal, Secondary

- Exams are currently underway at the high schools. Students in the Special Education Classes were at the school from Friday, January 28th to Tuesday, February 1st until noon each day.
- Special Education class IPRCs were held during exams.
- Open Houses are being held at each of the high schools for prospective students. Special Education, and the Board's inclusive model, is one of the areas to be highlighted on each of the evenings.
- At the end of the first semester, final copies of our First Semester IEPs will be sent home to parents just as draft copies of Semester 2 IEPs are begun. These draft documents will be sent home within 30 days of the start of the second Semester.
- The next Special Education class activity is the Valentine's Day Semi-Formal at Saint Michael High School in Niagara Falls.

Blessed Trinity

- Transition meetings with our Family of Schools are beginning to take place. It is an exciting time to introduce parents of students in Grades 7 and 8 to Blessed Trinity.
- ERT's are developing Individual Education Plans for Semester 2.
- ERT's will receive training on how to upload files to DocuShare, a confidential web-based filing system, and will then place information for all IEP'd students in those files.
- ERT's will highlight a particular exceptionality each month for staff to increase awareness and share best practices.

Denis Morris

- The students are also looking forward to another session of SNAP at Brock University on March 10th. Looking ahead on the calendar to March 23rd is Hollywood Day at Lakeshore Catholic High School where the students are working with the peer tutors and staff in preparing pictures and a skit for the video presentation.

Holy Cross

- The Holy Cross Special Education Department is eagerly anticipating second semester. First semester exams have been a great experience, with hands on components that reached the needs of all of our pupils. The grade 9 students faced their first set of exams in a positive and supportive environment.
- Students are looking forward to changes in their schedules next semester. Staff has the pleasure of getting to know new and different students, including peer tutors, as the timetables change. Courses including cosmetology, culinary arts, history, math, art, music and drama will all be enjoyed by the students based in the special education program. These students will also continue to benefit from having their own gym class each day.

St. Francis

- During the recent exam period, our Special Education Class students will be at St. Francis during the morning, participating in various life skills activities, including a Martial Arts program.
- Several of our Special Education Class students are in the midst of completing their Co-op placements for Semester 1. New students are set to begin their Co-op placements for Semester 2. The students travel by public transportation, accompanied by an Educational Assistant to placements at such businesses as Wal-Mart and Blockbuster Video.
- A new set of Peer Tutors are set to begin their placements for Semester 2. There are Peer Tutors scheduled for every period of the day. Some will be accompanying students to classes, in order to assist them in classroom tasks, while other Peer Tutors will be placed within the Special Education Classroom, helping students with their individualized programming.
- Our Special Education Class students will continue to bake the muffins for our P3 program on Tuesdays, Wednesdays and Thursdays. The muffins for the P3 program are invaluable, as our students are fed before they begin their studies for the evening.

3. Marcel Jacques – Administrator Special Education

- Elementary and Secondary ONSIS Suspension reports were presented to the members for information.
- Transition Meetings are currently taking place for students with special needs entering JK/ELKP in September 2011.

4. Yolanda Baldasaro – Superintendent of Education

- Kindergarten Open Houses were held on February 4th, 2011.
- On February 25th, 2011 we are hosting a Student Symposium and the theme is *Honouring Diversity*.
- A dedication to former teacher, Daryl Mahler is being held tonight at Denis Morris High School.

G. TRUSTEE REPORTS

1. Father Paul MacNeil – Trustee

- Nil Report

2. Rhianon Burkholder – Trustee

- At the February 8th Committee of the Whole meeting, Consultant, Janice Barretto-Mendonca presented information about the 3yr pilot project *Collaborative Inquiry for Learning Mathematics Implementation (CIFLM)*. This form of math is a structure that establishes conditions through which students construct their own mathematical thinking.
- A partnership between Niagara Catholic and Salesio Catholic Elementary School in South Korea was showcased. Korean Principal, Sister Y Park visited Canada recently and toured around our schools. To date the partnership includes Korean children studying here in Canada. Eventually teachers and our children may also partake in the exchange.

H. NEW BUSINESS

1. Learner Advocacy

2. Parent Outreach

3. Program and Service Recommendations

4. Special Education Budget

5. Annual Review, Special Education Plan

Marcel Jacques informed the SEAC members that it is no longer a requirement for the SEAC to approve the Special Education Plan as it is now being embedded into the Board Improvement Plan. Special Education staff will continue to update the information; however no formal process is required.

6. Other Related Items

7. Policy Review

I. CORRESPONDENCE

J. QUESTION PERIOD

K. NOTICES OF MOTION

L. AGENDA ITEMS – DISCUSSION FOR FUTURE MEETINGS

1. Supervise Alternative Learning Program (SAL)

Special Education staff will do a future presentation.

2. Mobile Intensive Treatment Team (MITT)

A possible presentation will be held at the March meeting.

3. Mental Health Initiatives through Niagara Catholic District School Board

Special Education staff will do a presentation in May or June.

4. Superintendent Iannantuono – Human Resources

Superintendent Baldasaro will contact Superintendent Iannantuono to do a future presentation.

M. INFORMATION ITEMS

N. NEXT MEETING:

Wednesday, March 2, 2011 at 7:00p.m. at the Catholic Education Centre

O. ADJOURNMENT

Moved by Rob Lavorato

Seconded by Trustee Burkholder

THAT the February 9, 2011 meeting of the Special Education Advisory Committee be adjourned.

CARRIED

This meeting was adjourned at 9:25p.m.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
MARCH 29, 2011**

**TOPIC: EXTENDED OVERNIGHT FIELD TRIP/
EXCURSION/EXCHANGE TRIP INFORMATION**

The report on the
Extended Overnight Field Trip/Excursion/Exchange Trip Information
is presented for information.

Prepared by: Yolanda Baldasaro, Superintendent of Education

Presented by: Yolanda Baldasaro, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: March 29, 2011



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO THE BOARD MARCH 29, 2011

EXTENDED OVERNIGHT FIELD TRIP, EXCURSION AND EXCHANGE APPROVAL COMMITTEE – 2010-2011

BACKGROUND INFORMATION

The Extended Overnight Field Trip, Excursion and Exchange Approval Committee continues to review proposals for 2010-2011 extended overnight field trips, excursions and exchanges as submitted to date. The composition of the approval Committee is as follows:

- | | |
|------------------------------|---------------------|
| 1 Supervisory Officer | - Yolanda Baldasaro |
| 1 Secondary School Principal | - Mario Ciccarelli |
| 1 Secondary School Principal | - Jeff Smith |
| 1 Education Services Member | - Mike Sheahan |

As defined in the Niagara Catholic Educational Field Trip Policy (400.2) Administrative Guidelines, an Extended Overnight Field Trip is:

- “Any school/board sponsored and supervised activity, on scheduled instructional days, beyond the school property that requires four or five more night lodgings”
or
- “Requiring an individual flight ticket of \$600.00 or more.” (Part II, A.4)

An Excursion is defined as follows:

- “A trip not directly linked to specific subject curriculum expectations, but provided to enrich a student’s overall Catholic education. An excursion is a trip that is planned and arranged for secondary school students that would be held during the year when the students are not normally expected to be attending classes and that does not adhere to all guidelines and procedures relating to Educational Field Trips.” (Part II, A.5)

Attached to this information report is an Executive Summary of a 2010-2011 Extended Overnight Field Trip as submitted on Tuesday, March 8th, 2011.

The report on the Extended Overnight Field Trip, Excursion and Exchange
Approval Committee for March, 2011 is presented for information.

Prepared by:	Yolanda Baldasaro, Superintendent of Education
Presented by:	Yolanda Baldasaro, Superintendent of Education
Approved by:	John Crocco, Director of Education
Date:	March 29 th , 2011

EXECUTIVE SUMMARY

Appendix A

Extended Overnight Field Trip, Excursion and Exchange Committee Approvals – 2010-2011

School	Type	Approval Required	Destination	Curriculum Unit/Theme	Education Value	Date	Students on Trip	Duration	Cost (Approx)	Transportation
Approved March 2011										
Notre Dame College School	Extended Overnight Field Trip and Excursion	Superintendent and Extended Overnight Field Trip Committee	Etobicoke, Ontario	OFSAA Boys Hockey	Students from Senior Boys' Hockey Team won SOSSA to advance to OFSAA competition	Monday, March 21 st , 2011 to Friday, March 25 th , 2011	21 students 3 staff	5 days 4 nights 4 school days	\$125.00 /students	Coach Charter

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
MARCH 29, 2011**

**TOPIC: FINANCIAL REPORTS
MONTHLY BANKING TRANSACTIONS
FEBRUARY 2011**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the report on the Monthly Banking Transactions for the month of February 2011, as presented.

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

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

Recommended by: John Crocco, Director of Education

Date: March 29, 2011



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

**REPORT TO THE BOARD
MARCH 29, 2011**

**MONTHLY BANKING TRANSACTIONS
FOR THE MONTH OF FEBRUARY, 2011**

BACKGROUND INFORMATION

In accordance with the Monthly Financial Reports Policy Statement, we are pleased to enclose the Monthly Banking Transactions for the month of February 2011 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 Niagara Catholic District School Board approve the Report on the Monthly Banking Transactions for the month of February 2011 as presented.

Prepared by: Larry Reich, Superintendent of Business & Financial Services
Presented by: Larry Reich, Superintendent of Business & Financial Services
Recommended by: John Crocco, Director of Education
Date: March 29, 2011

Appendix A

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD REPORT ON BANKING TRANSACTIONS	
SUMMARY OF BANK TRANSACTIONS FOR THE MONTH OF:	FEBRUARY, 2011
DESCRIPTION OF ITEMS	BANK ACCOUNT
CASH BALANCE AT BEGINNING OF MONTH	(A) 24,018,205
OPERATING CASH RECEIPTS FOR THE MONTH	
1. GENERAL LEGISLATIVE GRANTS	14,372,450
2. OTHER GRANTS (EPO, O.E.Y.C.)	3,059,458
3. INTEREST REVENUE	26,882
4. MUNICIPAL TAXES	114,048
5. TUITION FEES REVENUE - A.C.E. & OTHER	596,486
6. CHARITABLE DONATIONS	2,550
7. GOVERNMENT REBATES (GST 68% REBATE ON TAXABLE PURCHASES)	0
8. RECOVERY OF COSTS (LTD, WCB, BENEFITS, OTHER REIMBURSEMENTS))	137,444
9. OTHER CASH RECEIPTS	
- Reimbursements of Employee Benefits	3,710
- Donations Collected from Employees for Haiti Relief	0
10. PROCEEDS FROM DEBENTURE ISSUE (NET)	0
11. CAPITAL LOAN PRINCIPAL ADVANCES	0
TOTAL OPERATING CASH RECEIPTS AND LOAN ADVANCE	(B) 18,312,827
OPERATING CASH DISBURSEMENTS FOR THE MONTH	
1. ACCOUNTS PAYABLE (NET OF CANCELLED CHEQUES AND DEBT REPAYMENTS)	(20,661,797)
2. TEACHER PENSION DEDUCTIONS	(1,131,298)
3. O.M.E.R.S. PENSION DEDUCTIONS	(424,284)
4. CANADA SAVINGS BONDS DEDUCTIONS	(128,930)
5. TRANSFER TO 4 OVER 5 TRUST ACCOUNTS	(64,295)
6. OTHER DEBITS	(32,755)
7. INTEREST PAYMENTS ON CAPITAL DEBT	0
8. PRINCIPAL PAYMENTS ON CAPITAL DEBT	0
TOTAL OPERATING CASH DISBURSEMENTS	(C) (22,443,360)
CASH BALANCE AT END OF MONTH	(D) 19,887,673

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD REPORT ON LOAN BALANCES				
SUMMARY OF LOAN BALANCES AS AT : FEBRUARY, 2011				
The Debentures & Capital Loans are made up as follows:				
Loan Description	Opening Balance	Loan Advances	Loan Repayments	Ending Balance
1. GPL1 Loan 25 YR.	(12,674,199.57)			(12,674,199.57)
2. GPL2 Loan 25 YR.	(9,777,075.01)			(9,777,075.01)
3. GPL3 Loan 25 YR.	(4,534,798.96)			(4,534,798.96)
6. Debenture (Niagara Region)	(1,829,000.00)			(1,829,000.00)
7. Debenture (Niagara Region)	(3,168,000.00)			(3,168,000.00)
8. Capital Projects - Completed 2001	(20,444,422.72)			(20,444,422.72)
9. Capital Projects - Completed 2002/03	(21,693,889.34)			(21,693,889.34)
10 Capital Projects - Completed 2004/05	(8,873,227.36)			(8,873,227.36)
11 Capital Projects - Completed 2005/06	(7,818,442.95)			(7,818,442.95)
Total Debentures & Capital Loans	(90,813,055.91)	0.00	0.00	(90,813,055.91)

PREPARED BY : William Tumath
 PRESENTED BY: Larry Reich

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
MARCH 29, 2011**

**TOPIC: FINANCIAL REPORTS
STATEMENT OF REVENUE & EXPENDITURES
FEBRUARY 28, 2011**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Statement of Revenue and Expenditures as at February 28, 2011, as presented.

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

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

Recommended by: John Crocco, Director of Education

Date: March 29, 2011



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

**REPORT TO THE BOARD
MARCH 29, 2011**

**STATEMENT OF REVENUE AND EXPENDITURES
AS AT FEBRUARY 28, 2011**

In accordance with the Monthly Financial Reports Policy Statement, we are pleased to enclose the summarized Statement of Revenue and Expenditures by Department as at February 28, 2011. (See Appendix A)

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

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Report on the Statement of Revenue and Expenditures as at February 28, 2011 as presented.

Prepared by: Larry Reich, Superintendent of Business & Financial Services
Presented by: Larry Reich, Superintendent of Business & Financial Services
Recommended by: John Crocco, Director of Education
Date: March 29, 2011

Appendix A

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
SUMMARY OF REVENUE AND EXPENDITURES
SUMMARY STATEMENT
AS AT FEBRUARY 28, 2011**

ACCOUNT DESCRIPTION	THIS YEAR			CHANGES	LAST YEAR		
	EXPENDED	BUDGET	% LEFT		EXPENDED	BUDGET	% LEFT
REVENUE							
REVENUE	-120,695,111	-242,123,100	50.2%		-116,292,394	-230,111,033	49.5%
TOTAL REVENUE	-120,695,111	-242,123,100	50.2%		-116,292,394	-230,111,033	49.5%
EXPENDITURES							
BOARD ADMINISTRATION	3,994,454	7,478,758	48.6%		3,570,364	7,315,444	51.2%
ELEMENTARY SCHOOLS	59,232,969	116,883,819	49.3%		53,659,379	108,279,161	50.4%
SECONDARY SCHOOLS	33,549,239	66,994,976	49.9%		32,448,435	65,163,057	50.2%
CONTINUING EDUCATION	2,660,798	5,706,458	53.4%		2,816,671	6,497,202	56.6%
PLANT OPERATIONS	8,546,203	17,878,648	52.2%		7,867,857	16,631,386	52.7%
PLANT MAINTENANCE	1,702,197	3,275,833	48.0%		1,604,756	3,538,658	54.7%
TRANSPORTATION	4,746,629	10,462,843	54.6%		4,970,897	10,641,107	53.3%
CAPITAL AND OTHER EXPENDITURES	3,207,106	13,441,765	76.1%		3,350,120	12,045,018	72.2%
TOTAL EXPENDITURES	117,639,595	242,123,100	51.4%		110,288,479	230,111,033	52.1%

PREPARED BY : William Tumath
Finance Department

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED
FOR THE PERIOD ENDED: FEBRUARY 28, 2011
BOARD ADMINISTRATION

ACCOUNT	THIS YEAR TO DATE				LAST YEAR TO DATE		
	EXPENDED	BUDGET	% LEFT	CHANGES	EXPENDED	BUDGET	% LEFT
SALARY & BEN - TRUSTEES	164,939	213,359	22.7		142,190	227,213	37.4
SALARY & BEN - SENIOR STAFF	669,370	1,142,749	41.4		559,264	1,095,287	48.9
SALARY & BEN - MANAGERS	775,711	1,545,693	49.8		745,498	1,679,537	55.6
SALARY & BEN - TECHNICAL	158,484	372,143	57.4		168,024	320,065	47.5
SALARY & BEN - CLERICAL	1,077,257	2,277,578	52.7		957,343	2,261,646	57.7
TEMPORARY STAFF	63,332	64,236	1.4		72,528	64,203	13.0-
PROFESSIONAL DEVELOPMENT	30,884	60,000	48.5		28,554	60,000	52.4
SUPPLIES - ADMINISTRATION	352,210	465,500	24.3		247,163	539,993	54.2
SUPPLIES - HUMAN RESOURCES	8,721	30,000	70.9		6,078	15,000	59.5
SUPPLIES - COMPUTER SERVICE	50,742	62,500	18.8		90,288	62,500	44.5-
SUPPLIES - PLANT OPERATIONS	197,243	405,000	51.3		184,672	330,000	44.0
SUPPLIES - BUILDING MAINTENANCE	26,811	75,000	64.3		35,094	100,000	64.9
FURNITURE & EQUIPMENT	8,037	60,000	86.6		21,062	50,000	57.9
FEES & CONTRACTS	399,502	665,000	39.9		296,881	470,000	36.8
MISCELLANEOUS EXPENDITURES	11,211	40,000	72.0		15,724	40,000	60.7
TOTAL - BOARD ADMINISTRATION	3,994,454	7,478,758	46.6	 	3,570,363	7,315,444	51.2

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED
FOR THE PERIOD ENDED: FEBRUARY 28, 2011
ELEMENTARY SCHOOLS

ACCOUNT	THIS YEAR TO DATE			LAST YEAR TO DATE			
	EXPENDED	BUDGET	% LEFT	CHANGES	EXPENDED	BUDGET	% LEFT
CLASSROOM TEACHERS	38,018,757	78,995,247	51.9		35,472,890	73,728,876	51.9
OCCASSIONAL TEACHERS	2,053,955	2,721,566	24.5		2,129,267	2,582,595	17.6
TEACHER ASSISTANTS	7,869,551	13,610,720	42.2		6,731,559	11,969,002	43.8
PROFESSIONAL STAFF	1,254,615	2,197,520	42.9		1,090,877	2,094,428	47.9
LIBRARY TECHNICIANS	1,070,604	1,918,532	44.2		1,082,554	1,925,566	43.8
PRINCIPALS & V.PS.	3,493,919	7,069,937	50.6		3,342,522	6,827,890	51.1
SCHOOL SECRETARIES	1,274,683	2,379,206	46.4		1,209,423	2,338,601	48.3
TEACHER CONSULTANTS	844,380	1,541,742	45.2		399,650	1,735,688	77.0
PROFESSIONAL DEVELOPMENT	48,725	330,000	85.2		93,102	305,000	69.5
PROGRAM CLASSROOM RESOURCE	740,004	1,493,200	50.4		662,809	1,430,000	53.7
CLASSROOM SUPPLIES	722,134	1,486,798	51.4		742,458	1,525,408	51.3
PROGRAM SUPPLIES	60,801	215,000	71.7		69,332	265,000	73.8
SCHOOL ADMIN. SUPPLIES	138,001	400,000	65.5		160,549	455,000	64.7
COMPUTERS - CLASSROOM	1,582,824	2,131,925	25.8		314,250	702,503	55.3
COMPUTERS - NON CLASSROOM	4,238	50,000	91.5		0	50,000	100.0
F & E - CLASSROOM	39,530	300,365	86.8		141,393	301,271	53.1
F & E - NON CLASSROOM	16,248	42,061	61.4		16,744	42,333	60.5
TOTAL - ELEMENTARY SCHOOLS	59,232,969	116,883,819	49.3		53,659,379	108,279,161	50.4

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED
FOR THE PERIOD ENDED: FEBRUARY 28, 2011
SECONDARY SCHOOLS

ACCOUNT	THIS YEAR TO DATE			LAST YEAR TO DATE			
	EXPENDED	BUDGET	% LEFT	CHANGES	EXPENDED	BUDGET	% LEFT
CLASSROOM TEACHERS	23,413,385	47,490,900	50.7		22,895,509	46,439,806	50.7
OCCASSIONAL TEACHERS	697,430	1,613,364	56.8		882,234	1,595,580	44.7
TEACHER ASSISTANTS	2,713,157	4,571,239	40.7		2,445,327	4,298,750	43.1
PROFESSIONAL STAFF	571,362	1,365,470	58.2		556,495	1,341,936	58.5
LIBRARY TECHNICIANS	236,346	386,749	38.9		213,605	375,803	43.2
PRINCIPALS & V.PS.	1,495,303	2,910,397	48.6		1,373,637	2,706,813	49.3
SCHOOL SECRETARIES	1,085,434	1,904,534	43.0		1,060,151	1,787,944	40.7
TEACHER CONSULTANTS	338,670	672,455	49.6		247,622	665,761	62.8
LIBRARY & GUIDANCE - TEACHING	1,208,659	1,831,679	34.0		1,172,277	1,760,061	33.4
PROFESSIONAL DEVELOPMENT	51,775	120,000	56.9		36,256	120,000	69.8
PROGRAM CLASSROOM RESOURCE	796,659	1,826,693	56.4		580,033	1,623,950	64.3
CLASSROOM SUPPLIES	723,108	1,479,936	51.1		681,793	1,564,508	56.4
PROGRAM SUPPLIES	14,292	71,000	79.9		14,745	64,000	77.0
SCHOOL ADMIN. SUPPLIES	74,629	225,000	66.8		91,133	275,000	66.9
COMPUTERS - CLASSROOM	83,462	319,830	73.9		103,170	334,694	69.2
COMPUTERS - NON CLASSROOM	4,240	25,000	83.0		0	25,000	100.0
F & E - CLASSROOM	31,328	86,687	63.9		66,651	88,780	24.9
F & E - NON CLASSROOM	0	22,043	100.0		27,797	22,671	22.6-
FEES & CONTRACTS	10,000	72,000	86.1		0	72,000	100.0
TOTAL - SECONDARY SCHOOLS	33,549,239	66,994,976	49.9	 	32,448,435	65,163,057	50.2

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED
FOR THE PERIOD ENDED: FEBRUARY 28, 2011
CONTINUING EDUCATION

ACCOUNT	THIS YEAR TO DATE				LAST YEAR TO DATE		
	EXPENDED	BUDGET	% LEFT	CHANGES	EXPENDED	BUDGET	% LEFT
TEACHER ASSISTANTS	18,343	40,405	54.6		45,007	34,821	29.3-
PROFESSIONAL STAFF	51,670	83,832	38.4		61,038	46,227	32.0-
PRINCIPALS & V.PS.	203,378	397,847	48.9		159,937	448,574	64.4
SCHOOL SECRETARIES	187,754	354,489	47.0		190,595	355,402	46.4
TEMPORARY STAFF	10,210	50,186	79.7		11,528	55,958	79.4
GRANT OFFICERS	68-	0	0.0		16,774	0	0.0
A.E. TEACHERS / INSTRUCTORS	1,781,833	3,746,794	52.4		1,809,570	4,074,664	55.6
PROFESSIONAL DEVELOPMENT	11,309	23,200	51.3		7,545	25,360	70.3
PROGRAM CLASSROOM RESOURCE	182,366	366,608	50.3		233,954	527,826	55.7
CLASSROOM SUPPLIES	203,327	617,397	67.1		260,753	866,370	69.9
COMPUTERS - CLASSROOM	8,852	20,000	55.7		18,080	45,000	59.8
F & E - CLASSROOM	0	0	0.0		0	10,000	100.0
FEES & CONTRACTS	1,824	5,700	68.0		1,890	7,000	73.0
TOTAL - CONTINUING EDUCATION	2,660,798	5,706,458	53.4	 	2,816,671	6,497,202	56.7

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED
FOR THE PERIOD ENDED: FEBRUARY 28, 2011
PLANT OPERATIONS

ACCOUNT	THIS YEAR TO DATE			LAST YEAR TO DATE			
	EXPENDED	BUDGET	% LEFT	CHANGES	EXPENDED	BUDGET	% LEFT
SALARY & BEN - MANAGERS	251,494	606,165	58.5		297,384	518,870	42.7
SALARY & BEN - CARETAKERS	2,451,108	4,847,377	49.4		2,213,709	4,361,377	49.2
SALARY & BEN - CLEANERS	2,323,636	5,198,599	55.3		2,400,384	4,893,822	51.0
SALARY & BEN - CLERICAL	70,307	187,507	62.5		57,616	168,317	65.8
PROFESSIONAL DEVELOPMENT	1,754	10,000	82.5		4,323	10,000	56.8
SUPPLIES - UTILITIES	1,664,280	4,350,000	61.7		1,638,220	4,500,000	63.8
SUPPLIES - PLANT OPERATIONS	403,344	697,500	42.2		374,653	717,500	47.8
SUPPLIES - GROUNDS	562,930	845,000	33.4		315,466	830,000	62.0
F & E - PLANT OPERATIONS	256,713	576,500	55.5		23,640	71,500	66.9
FEES & CONTRACTS	560,637	560,000	0.1		542,462	560,000	3.1
TOTAL - PLANT OPERATIONS	8,546,203	17,878,648	52.2	 	7,867,857	16,631,386	52.7

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED
FOR THE PERIOD ENDED: FEBRUARY 28, 2011
PLANT MAINTENANCE

ACCOUNT	THIS YEAR TO DATE				LAST YEAR TO DATE		
	EXPENDED	BUDGET	% LEFT	CHANGES	EXPENDED	BUDGET	% LEFT
SALARY & BEN - MANAGERS	283,356	573,283	50.6		268,620	555,382	51.6
SALARY & BEN - TECHNICAL	497,396	865,843	42.6		433,003	863,676	49.9
SALARY & BEN - CLERICAL	48,424	77,239	37.3		25,385	52,373	51.5
TEMPORARY STAFF	8,363	21,468	61.0		1,342	32,227	95.8
PROFESSIONAL DEVELOPMENT	817	7,500	89.1		1,717	7,500	77.1
SUPPLIES - PLANT OPERATIONS	219,597	350,000	37.3		182,419	525,215	65.3
SUPPLIES - GROUNDS	69,157	200,000	65.4		74,430	229,785	67.6
SUPPLIES - PLANT MAINTENANCE	80,783	169,000	52.2		67,051	196,000	65.8
SUPPLIES - BUILDING MAINTENANCE	457,903	905,000	49.4		441,125	995,000	55.7
F & E - PLANT MAINTENANCE	3,692	31,500	88.3		27,465	31,500	12.8
FEES & CONTRACTS	32,709	75,000	56.4		82,199	50,000	64.4
TOTAL - PLANT MAINTENANCE	1,702,197	3,275,833	48.0		1,604,756	3,538,658	54.7

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED
FOR THE PERIOD ENDED: FEBRUARY 28, 2011
TRANSPORTATION DEPARTMENT

ACCOUNT	THIS YEAR TO DATE			LAST YEAR TO DATE			
	EXPENDED	BUDGET	% LEFT	CHANGES	EXPENDED	BUDGET	% LEFT
SALARY & BEN - MANAGERS	38,464	111,069	65.4		37,202	107,530	65.4
SALARY & BEN - TECHNICAL	32,517	162,103	79.9		31,437	156,936	80.0
SALARY & BEN - CLERICAL	0	47,204	100.0		0	18,781	100.0
SUPPLIES - ADMINISTRATION	111	69,823	99.8		427	63,382	99.3
FURNITURE & EQUIPMENT	0	91,753	100.0		0	11,876	100.0
FEES & CONTRACTS	4,675,537	9,980,891	53.2		4,901,831	10,282,602	52.3
TOTAL - TRANSPORTATION DEPARTMENT	4,746,629	10,462,843	54.6		4,970,897	10,641,107	53.3

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED
FOR THE PERIOD ENDED: FEBRUARY 28, 2011
CAPITAL AND OTHER EXPENDITURES

ACCOUNT	THIS YEAR TO DATE			LAST YEAR TO DATE			
	EXPENDED	BUDGET	% LEFT	CHANGES	EXPENDED	BUDGET	% LEFT
GOOD PLACES TO LEARN	1,001,723	1,294,887	22.6		1,001,723	2,003,445	50.0
FACILITY RENEWAL PROJECTS	459,559	841,417	45.4		367,176	2,040,431	82.0
DEBT CHARGES BEFORE MAY, 1998	399,036	405,406	1.6		390,706	1,090,431	64.2
DEBT CHARGES AFTER MAY, 1998	0	117,487	100.0		0	117,487	100.0
NEW PUPIL PLACES	1,346,788	10,782,568	87.5		1,590,515	5,793,224	72.6
PROVISION FOR RESERVES	0	0	0.0		0	1,000,000	100.0
TOTAL - CAPITAL AND OTHER EXPENDITUR	3,207,106	13,441,765	76.1	 	3,350,120	12,045,018	72.2

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED
FOR THE PERIOD ENDED: FEBRUARY 28, 2011

ACCOUNT	THIS YEAR TO DATE				LAST YEAR TO DATE				
	EXPENDED	BUDGET	% Left		CHANGES		EXPENDED	BUDGET	% Left
GRAND TOTAL-	117,639,595	242,123,100	51.4	 		 	110,288,479	230,111,033	52.1

Prepared by : William Tumath
 Finance Department

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
MARCH 29, 2011**

**TOPIC: TRUSTEE INFORMATION
SPOTLIGHT ON NIAGARA CATHOLIC
MARCH 8, 2011**



Spotlight

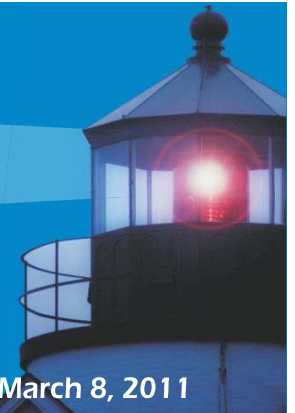
on

NIAGARA CATHOLIC

Nurturing Souls & Building Minds

www.niagaracatholic.ca

March 8, 2011



Groundbreaking Celebration at St. Mark Catholic Elementary School in Beamsville



On March 3, representatives from Niagara Catholic joined the St. Mark family in celebrating the groundbreaking of a \$2.3-million expansion to the school. Celebrating the official groundbreaking were, from left: Rev. Ed Jankowski (Retired); Superintendent of Education Frank Iannantuono; Grade 8 student Laura Voigt; Superintendent of Education Yolanda Baldasaro; Grade 6 student Ryan Voigt; Trustee Rev. Paul MacNeil; Board Chair Kathy Burtnik; Director of Education John Crocco; Principal Carmela D'Andrea; Catholic School Council Co-Chair Silvana Piscitello; Linda Arbuckle, on behalf of Niagara-West Glanbrook MP Dean Allison; Lincoln Town Councillor John D. Pachereva; Superintendent of Education Lee Ann Forsyth-Sells and Ray Dykstra, on behalf of Niagara-West Glanbrook MPP Tim Hudak. The renovations will be completed by September, 2011.

Eleven New Schools To Offer Full Day Early Learning Kindergarten in 2012

On March 3, Premier Dalton McGuinty announced Year Three expansion of the Full-Day Early Learning Kindergarten Program (FDELKP) for September 2012.

Full-Day Early Learning Kindergarten classes will be offered at 11 additional Niagara Catholic elementary schools: Cardinal Newman, Mary Ward, Notre Dame and Sacred Heart Catholic Elementary Schools in Niagara Falls; Mother Teresa, St. Alfred and St. Anthony Catholic Elementary Schools in St. Catharines; Our Lady of Fatima Catholic Elementary School in Grimsby, St. Charles Catholic Elementary School in Thorold, St. George Catholic Elementary School in Fort Erie and St. Michael Catholic Elementary School in Niagara-on-the-Lake. This will bring the total number of Niagara Catholic schools offering the FDELKP to 21.

"This is wonderful news for the youngest members of our Niagara Catholic family," said Board Chair Kathy Burtnik. *"Giving students the opportunity to start school earlier will strengthen their spiritual, academic and social development."*

Niagara Catholic Director of Education John Crocco said the expansion of the FDELKP to another 11 schools will continue to provide the solid foundation to nurture our distinctive Catholic education programs.

"Teachers and early childhood educators will work with students to ensure they have the literacy, numeracy and social skills required to prepare them for their journey through Niagara Catholic," said Mr. Crocco. *"By sharing their own faith journeys and enthusiasm for learning and guiding students with love and compassion, Niagara Catholic principals, teachers and early childhood educators promote student achievement from the Early Years through graduation."*

The Catholic elementary schools offering the FDELKP during the first three years of the phased-in implementation are: Father Hennepin, Holy Name, Our Lady of Fatima (SC and G), St. Denis, St. Mary (W), St. Patrick (NF), St. Joseph (G), St. Therese, Our Lady of Victory, St. Mark, Cardinal Newman, Mary Ward, Mother Teresa, Notre Dame, Sacred Heart, St. Alfred, St. Anthony, St. Charles, St. Michael and St. George.

Niagara Catholic Students Showcase Public Speaking Talent at Committee of the Whole



Four Niagara Catholic students presented their speeches to the Board at the March 8 Committee of the Whole Meeting. From left, students Simone Waller of St. Joseph (Snyder), Kira Petriello of Monsignor Clancy, Nico Tripodi of St. James and Darya Bondarenko of Our Lady of Victory Catholic Elementary Schools are joined by Niagara Catholic Vice-Chair Maurice Charbonneau, Chair Kathy Burtnik and Director of Education John Crocco.

On Monday, February 28th, members of Niagara Catholic Board of Trustees, Senior Staff, administrators and teachers joined with the families of 12 Junior and Intermediate students to support the presenters during the annual Speak Out! Showcase.

This event brought to a close a busy two months spent writing, rehearsing and delivering speeches at the classroom, school and regional level. The following students presented at the Speak Out! Showcase, and were the Junior, Intermediate and Catholic Messenger Award winners from the four area competitions.

Catholic Messengers

Area 1

Kira Petriello, Monsignor Clancy - The Dark Side of Chocolate

Area 2

Mitchell Tiessen, St. Martin - Everything I Need to Know, I Learned in Kindergarten

Area 3

Ailene Zamora, St. Ann Fenwick - Poverty

Area 4

Darya Bondarenko, Our Lady of Victory - I Know

Junior winners

Area 1

Nico Tripodi, St. James - Parental Quirks

Area 2

Emily Tiessen, St. Martin - Laughter is the Best Medicine

Area 3

Hannah Traynor, St. Patrick - My Middle Name

Area 4

Alicia CuvIELLO, Cardinal Newman - Parents Say the Most Confusing Things

Intermediate winners

Area 1

Zoie Ward, Assumption - Inner Beauty

Area 2

David Ollier, St. Joseph Grimsby - Toronto Maple Leafs

Area 3

Simone Waller, St. Joseph Fort Erie - Having the Perfect Sister

Area 4

Cassandra Dren, Cardinal Newman - My Life Story of Being an Adopted Child

Have a safe and happy
March Break

March Policy Update

Two policies were recommended to the Board by Trustees during the March 8 Committee of the Whole Meeting: Complaint Resolution Policy (800.3) and Nutrition Policy (302.7).

Trustees also received an updated Policy Guideline and Review Schedule for 2011.

Assignment of Principals Policy (202.1), Niagara Catholic Parent Involvement Committee (800.7) and Trustee Expenses Policy (100.13) are scheduled for review in April.

Education-Based Research (301.2, previously Research Projects), Purchasing/Supply Chain Management (600.1, previously Purchasing of Goods and Services) and Records Management (600.2) are scheduled for review by the Board in May.

Dress Code - Safe Schools (302.6.6), Educational Field Trips (400.2), Fundraising (301.4), Growing Success (New) and Self-Identification by Aboriginal Students (301.9) are scheduled to be reviewed by the Board in the spring. Community Use of Facilities (800.2) is scheduled for review in the fall.

Congratulations!

+ Stephanie Jarnevic of St. Mark, Noah Hendriks of St. Anthony, Forrest Demers of Alexander Kuska, Anastasia Groch of St. Alexander, Marais Walpole of St. George, Marnie McLean of Notre Dame and Kirtan Kadai of Holy Name Catholic elementary schools, who represented Niagara Catholic at the Canspell Regional Spelling Bee at Ryerson University, February 27, 2011.

+ Congratulations to the Holy Cross Robo Raiders Team Apollo, which will compete in the VEX World Championship at Walt Disney World in April, 2011, and Teams Zeus and Artemis, which will look to secure a berth in the World Championships in a competition in New Jersey March 12, 2011.

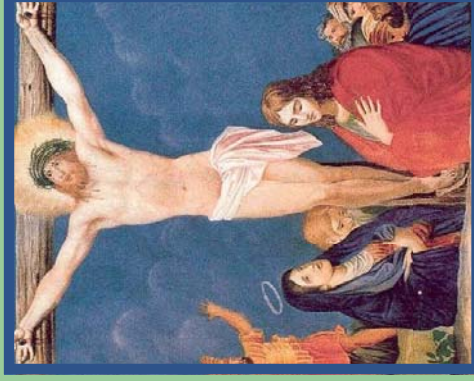
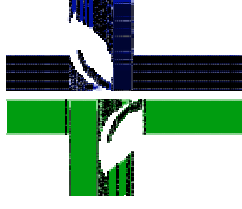
**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
MARCH 29, 2011**

**TOPIC: TRUSTEE INFORMATION
CALENDAR OF EVENTS – APRIL 2011**

April 2011

SUN MON TUE WED THU FRI SAT

National Cancer Month



Niagara Catholic
District School Board

Events posted at
niagaracatholic.ca

SUN	MON	TUE	WED	THU	FRI	SAT
3	4	5	6	7	8	9
National Cancer Month	-Groundbreaking BT -French/Italian/Spanish Public Speaking Contest	SEAC Mtg	World Health Day	St. Catharines Serra Dinner Dance	National Day of Remembrance of the Battle of Vimy Ridge	
10	11	12	13	14	15	16
National Volunteer Week, 10-16 >> National Wildlife Week, 10-16 >>	"Honouring our Diversity" - Student Symposium - Celebrating Primary Artists	CW Mtg				
17	18	19	20	21	22	23
Palm Sunday Holy Week begins	Volunteer Appreciation Breakfast				Holy (Good) Friday Earth Day	Canada Book Day & World Book and Copyright Day
~ Holy Week ~						
24	25	26	27	28	29	30
Easter	Easter Monday	Policy Committee Mtg & Board Mtg	Heritage Fair Administrative Professionals Day	Niagara Celebrates Music Festival National Day of Mourning		

