



*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

COMMITTEE OF THE WHOLE MEETING

**TUESDAY, NOVEMBER 13, 2018
7:00 P.M.**

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



A. ROUTINE MATTERS

- | | |
|---|--------|
| 1. Opening Prayer – Trustee Vernal | - |
| 2. Roll Call | - |
| 3. Approval of the Agenda | - |
| 4. Declaration of Conflict of Interest | - |
| 5. Approval of Minutes of the Committee of the Whole Meeting of October 9, 2018 | A5 |
| 6. Consent Agenda Items | - |
| 6.1 Unapproved Minutes of the Policy Committee Meeting of October 23, 2018 | A6.1 |
| 6.2 Approval of Policies | - |
| 6.2.1 Employee Workplace Harassment Policy (201.7) | A6.2.1 |
| 6.2.2 Employee Workplace Violence Policy (201.11) | A6.2.2 |
| 6.2.3 Occupational Health & Safety Policy (201.6) | A6.2.3 |
| 6.3 Extended Overnight Field Trip, Excursion and Exchange Committee | A6.3 |
| 6.4 Staff Development Department Professional Development Opportunities | A6.4 |
| 6.5 Capital Projects Update | A6.5 |
| 6.6 In Camera Items F1 and F4 | - |

B. PRESENTATIONS

C. COMMITTEE AND STAFF REPORTS

- | | |
|---|----|
| 1. Committee of the Whole System Priorities and Budget 2018-2019 Update | C1 |
| 2. Proposed Joint Use School Wainfleet – Staff Report | C2 |
| 3. Student Voice: Grade 8 Transition and Grade 12 Graduation Survey Results 2017-2018 | C3 |
| 4. Provincial Consultation on Education Reform In Ontario | C4 |
| 5. Accountability Financial Report 2018-2019 | C5 |
| 6. Monthly Updates | - |
| 6.1 Student Senate Update | - |

6.2 Senior Staff Good News Update -

D. INFORMATION

1. Trustee Information
 - 1.1 Spotlight on Niagara Catholic – October 23, 2018 D1.1
 - 1.2 Calendar of Events – November 2018 D1.2
 - 1.3 Ontario Legislative Highlights – October 26, 2018 & November 9, 2018 D1.3
 - 1.4 November 1, 2018 OCSTA Memorandum – Bill 48 Safe and Supportive Classrooms Act, 2018 D1.4
 - 1.5 November 2, 2018 OCSTA Memorandum – 2019 OCSTA Trustee Award of Merit D1.5
 - 1.6 Mass with Papal Nuncio – November 27, 2018 – 11:00 a.m. -
 - 1.7 Inaugural Board Mass – December 4, 2018 – 6:00 p.m. – St. Julia Roman Catholic Parish -
 - 1.8 Inaugural Board Meeting – December 4, 2018 – 7:00 p.m. – Denis Morris Catholic High School -
 - 1.9 December Committee of the Whole – December 4, 2018 – 7:45 p.m. -
 - 1.10 Annual Community Partnership Meeting – December 6, 2018 – 6:00 p.m. – Catholic Education Centre -

E. OTHER BUSINESS

1. General Discussion to Plan for Future Action -

F. BUSINESS IN CAMERA

G. REPORT ON THE IN CAMERA SESSION

H. ADJOURNMENT

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
NOVEMBER 13, 2018**

PUBLIC SESSION

**TOPIC: MINUTES OF THE COMMITTEE OF THE WHOLE
MEETING OF OCTOBER 9, 2018**

RECOMMENDATION

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of October 9, 2018, as presented.



MINUTES OF THE COMMITTEE OF THE WHOLE MEETING TUESDAY, OCTOBER 9, 2018

Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, October 9, 2018 in the Father Kenneth Burns c.s.c. Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

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

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayer was led by Trustee O'Leary

2. Roll Call

Vice-Chair Vernal noted that Trustee Charbonneau and Trustee Nieuwesteeg asked to be excused.

Trustee	Present	Present Electronically	Absent	Excused
Kathy Burtnik	✓			
Maurice Charbonneau				✓
Frank Fera	✓			
Fr. Paul MacNeil	✓			
Ed Nieuwesteeg				✓
Ted O'Leary	✓			
Dino Sicoli	✓			
Pat Vernal	✓			
Student Trustees				
Jade Bilodeau	✓			
Madison McKinney	✓			

The following staff were in attendance:

John Crocco, Director of Education; **Yolanda Baldasaro**, **Ted Farrell**, **Lee Ann Forsyth-Sells**, **Frank Iannantuono**, **Pat Rocca**, Superintendents of Education; **Giancarlo Vetrone**, Superintendent of Business & Financial Services; **Scott Whitwell**, Controller of Facilities Services; **Anna Pisano**, 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 October 9, 2018, as presented.

CARRIED

4. Declaration of Conflict of Interest

No Declaration of Conflict of Interest was declared with any items on the Agenda.

5. Approval of Minutes of the Committee of the Whole Meeting of September 11, 2018

Moved by Trustee O'Leary

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of September 11, 2018, as presented.

CARRIED

6. Consent Agenda Items

6.1 Unapproved Minutes of the Policy Committee Meeting of September 25, 2018

THAT the Committee of the Whole receive the Unapproved Minutes of the Policy Committee Meeting of September 25, 2018, as presented.

6.2 Approval of Policies

6.2.1 Electronic Communications Systems (Employees) Policy (201.12)

THAT the Policy Committee recommend to the Committee of the Whole approval of the Electronic Communications systems (Employees) Policy (201.12), as presented.

6.2.2 Student Parenting Policy (302.5)

THAT the Policy Committee recommend to the Committee of the Whole approval of the Student Parenting Policy (302.5), as presented.

6.2.3 Playground Equipment Policy (702.1)

THAT the Policy Committee recommend to the Committee of the Whole approval of the Playground Equipment Policy (702.1), as presented.

6.2.4 Continuing Education Policy (400.1)

THAT the Policy Committee recommend to the Committee of the Whole approval of the Continuing Education Policy (400.1), as presented.

6.3 Annual Reports for Catholic School Councils and the Niagara Catholic Parent Involvement Committee 2017-2018

Presented for information.

6.4 Staff Development Department Professional Development Opportunities

Presented for information.

6.5 Capital Projects Update

Presented for information.

6.6 In Camera Items F1 and F3

Moved by Trustee Burtnik

THAT the Committee of the Whole adopt consent agenda items.

CARRIED

B. PRESENTATIONS

Nil

C. COMMITTEE AND STAFF REPORTS

1. Committee of the Whole System Priorities and Budget 2018-2019 Update

Director Crocco and members of Senior Administrative Council presented Committee of the Whole System Priorities and Budget 2018-2019 Update.

Director Crocco and Senior Administrative Council answered questions of Trustees.

2. Focusing on the Fundamentals of Math

Yolanda Baldasaro, Superintendent of Education and Laura Cronshaw, K-12 Numeracy consultant presented the Fundamentals of Math report for Trustee information.

Superintendent Baldasaro and Ms. Cronshaw answered questions of Trustees.

3. Niagara Catholic District School Board Level Graduation Rates for the 2012-2013 Grade 9 Cohort – August 2017

Lee Ann Forsyth-Sells, Superintendent of Education presented the Niagara Catholic District School Board Level Graduation Rates for the 2012-2013 Grade 9 Cohort – August 2017 report for Trustee information.

Superintendent Forsyth-Sells answered questions of Trustees.

4. Accountability Financial Report 2018-2019 – As of October 9, 2018

Giancarlo Vetrone, Superintendent of Business & Financial Services presented the Accountability Financial Report 2018-2019 – As of October 9, 2018

Superintendent Vetrone answered questions of Trustees.

5. Monthly Updates

5.1 Student Trustees' Update

Jade Bilodeau and Madison McKinney, Student Trustees, presented a brief verbal update on the current activities of the Student Senate.

5.1.1 Limitless – October 17-19, 2018

Jade Bilodeau and Madison McKinney extended an invitation to the 2018 Ontario Catholic Student Leadership Conference.

Director Crocco recognized the great leadership and work of both Jade, Madison and the Student Senate.

5.2 Senior Staff Good News Update

Senior Staff highlights included:

Director Crocco

- Over 300 students and staff participated in the annual Grape and Wine Parade representing elementary and secondary schools throughout the system in various floats and entries. This annual participation provides a great opportunity to showcase the spirit and pride of Niagara Catholic to the thousands who attend the annual festival.

D. INFORMATION

1. Trustee Information

1.1 Spotlight on Niagara Catholic – September 25, 2018

Director Crocco highlighted the Spotlight on Niagara Catholic – September 25, 2018 issue for Trustees information.

1.2 Calendar of Events – October 2018

Director Crocco presented the October 2018 Calendar of Events for Trustees information.

Trustees planning on participating in the Pilgrimage Sunday walk or to attend Mass on Sunday, October 28, 2018 were asked to contact the secondary school.

1.3 Ontario Legislative Highlights – September 28, 2018

Director Crocco highlighted the Ontario Legislative Highlights of September 28, 2018.

1.4 OCSTA Memorandum – Review of Government Spending – Managing Transformation a Modernization Action Plan for Ontario

Director Crocco highlighted the OCSTA Memorandum regarding the Review of Government Spending – Managing Transformation a Modernization Action Plan for Ontario.

1.5 OCSTA Memorandum – Federal Tax Treatment of Trustee Honoraria

Director Crocco highlighted the OCSTA Memorandum – Federal Tax Treatment of Trustee Honoraria

1.6 Provincial Consultations on Education Reform

Director Crocco presented the Ministry memo on the Provincial Consultations on Education Reform. It was recommended that the Board consider a submission on behalf of Niagara Catholic.

1.7 Knights of Columbus Bishop’s Charities Dinner – October 20, 2018

Director Crocco announced the Knights of Columbus Bishop’s Charities Dinner will be held on October 20, 2018 and a table of ten has been reserved for Niagara Catholic District School Board.

Trustees interested in attending were asked to confirm their attendance with Anna Pisano.

E. OTHER BUSINESS

1. General Discussion to Plan for Future Action

- 1.1 The continued implementation of the System Priorities 2018-2019.
- 1.2 The preparation of a future report to the Committee of the Whole and Board of the Finalized Financial Statements for 2017-2018.
- 1.3 Journey Retreat Program and Library Information Centre Services reports for the November Committee of the Whole meeting.

F. BUSINESS IN CAMERA

Moved by Trustee MacNeil

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

CARRIED

The Committee of the Whole moved into the In Camera Session of the Committee of the Whole Meeting at 9:07 p.m. and reconvened at 10:14 p.m.

G. REPORT ON THE IN-CAMERA SESSION

Moved by Trustee MacNeil

THAT the Committee of the Whole report the motions from the In Camera Session of the Committee of the Whole Meeting of October 9, 2018.

CARRIED

SECTION A: STUDENT TRUSTEES INCLUDED

Moved by Trustee Burtnik

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting - In Camera Session (Section A: Student Trustees Included) held on September 11, 2018, as presented.

CARRIED (Item F1)

SECTION B: STUDENT TRUSTEES EXCLUDED

Moved by Trustee Burtnik

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting - In Camera Session (Section B: Student Trustees Excluded) held on September 11, 2018, as presented.

CARRIED (Item F3)

H. ADJOURNMENT

Moved by Trustee O'Leary

THAT the October 9, 2018 Committee of the Whole Meeting be adjourned.

CARRIED

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

Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **October 9, 2018.**

Approved on **November 13, 2018.**

Pat Vernal
Vice-Chair of the Board

John Crocco
Director of Education/Secretary -Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
NOVEMBER 13, 2018**

PUBLIC SESSION

**TOPIC: UNAPPROVED MINUTES OF THE POLICY COMMITTEE
MEETING OF OCTOBER 23, 2018**

RECOMMENDATION

THAT the Committee of the Whole receive the Unapproved Minutes of the Policy Committee Meeting of October 23, 2018, as presented.



MINUTES OF THE POLICY COMMITTEE MEETING

TUESDAY, OCTOBER 23, 2018

Minutes of the Policy Committee Meeting held on Tuesday, October 23, 2018 at 4:00 p.m. in the Holy Cross Community Room, at the Catholic Education Centre, 427 Rice Road, Welland.

The meeting was called to order at 4:00 p.m. by Policy Committee Chair Burtnik.

1. Opening Prayer

The meeting was opened with a prayer by Student Trustee McKinney.

2. Attendance

Chair Burtnik noted that Trustee Sicoli will be late.

Committee Members	Present	Present Electronically	Absent	Excused
Kathy Burtnik (Committee Chair)	✓			
Dino Sicoli	✓			
Pat Vernal	✓			

Student Trustees:

Jade Bilodeau
Madison McKinney

Staff:

John Crocco, Director of Education
Yolanda Baldasaro, Superintendent of Education
Lee Ann Forsyth-Sells, Superintendent of Education
Pat Rocca, Superintendent of Education
Frank Iannantuono, Superintendent of Education/Human Resources
Giancarlo Vetrone, Superintendent of Business & Finance

Anna Pisano, Administrative Assistant, Corporate Services & Communications Department
/Recording Secretary

3. Approval of Agenda

Moved by Trustee Vernal

THAT the October 23, 2018, Policy Committee Agenda be approved, as presented.

APPROVED

4. Declaration of Conflict of Interest

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

5. Minutes of the Policy Committee Meeting of September 25, 2018

Moved by Trustee Vernal

THAT the Policy Committee approve the minutes of the Policy Committee Meeting of September 25, 2018, as amended.

Item 6.12 moved to Item 6.8

APPROVED

6. Policies

ACTION REQUIRED

POLICIES - PRIOR TO VETTING DEFERRED FROM SEPTEMBER POLICY COMMITTEE MEETING

6.1 Transportation & School Operations for Inclement Weather Policy (500.1)

Director Crocco, Giancarlo Vetrone, Superintendent of Business & Financial Services and Frank Iannantuono, Superintendent of Education/Human Resources, presented the Transportation & School Operations for Inclement Weather Policy (500.1).

The Policy Committee suggested the following amendments:

POLICY STATEMENT

- No amendments

ADMINISTRATIVE PROCEDURES

- No amendments

The Policy Committee requested that the Transportation & School Operations for Inclement Weather Policy (500.1), be vetted from October 24, 2018 to January 11, 2019 with a recommended deadline for presentation to the Policy Committee in January 2019, for consideration to the Committee of the Whole and Board in February 2019.

6.2 Employee Attendance During Inclement Weather & Workplace Closure Policy (201.9)

Frank Iannantuono, Superintendent of Education/Human Resources, presented the Employee Attendance During Inclement Weather & Workplace Closure Policy (201.9).

The Policy Committee suggested the following amendments:

POLICY STATEMENT

- No amendments

ADMINISTRATIVE PROCEDURES

- No amendments

The Policy Committee requested that the Employee Attendance During Inclement Weather & Workplace Closure Policy (201.9), be vetted from October 24, 2018 to January 11, 2019 with a recommended deadline for presentation to the Policy Committee in January 2019, for consideration to the Committee of the Whole and Board in February 2019.

6.3 Student Transportation Policy (500.2)

Giancarlo Vetrone, Superintendent of Business & Financial Services, presented the Student Transportation Policy (500.2).

The Policy Committee requested that the Student Transportation Policy (500.2), be vetted following the District School Board of Niagara Policy Committee meeting and deferred to the November Policy Committee Meeting.

POLICIES - FOR RECOMMENDATION TO NOVEMBER 13, 2018 COMMITTEE OF THE WHOLE MEETING

6.4 Employee Workplace Harassment Policy (201.7)

Superintendent Iannantuono presented feedback received from the vetting process and highlighted recommended amendments to the Employee Workplace Harassment Policy (201.7) following the vetting process.

Following discussion, the Policy Committee recommended the following additional amendments:

POLICY STATEMENT

- Change “*worker*” back to “*employee*”
- 2nd paragraph change “*responsibility*” to “*obligation*” and add “*between employees*”
- Add “*Failure to take measures to address harassment in the workplace has legal implications for the employer under the Ontario Human Rights Code.*” to second paragraph

ADMINISTRATIVE PROCEDURES

- Page 4, 2nd bullet remove quotes around the word advocate
- Page 4, 5th bullet change “*may*” to “*will*”

Moved by Trustee Sicoli

THAT the Policy Committee recommend to the November 13, 2018 Committee of the Whole Meeting to approve the revisions to the Employee Workplace Harassment Policy (201.7), as amended.

APPROVED

6.5 Employee Workplace Violence Policy (201.11)

Superintendent Iannantuono presented feedback received from the vetting process and highlighted recommended amendments to the Employee Workplace Violence Policy (201.11) following the vetting process.

Following discussion, the Policy Committee recommended the following additional amendments:

POLICY STATEMENT

- Change “*worker*” back to “*employee*”

ADMINISTRATIVE PROCEDURES

- Page 2, bullet 6 – add “*According to the Occupational Health and Safety Act:*”
- Change “*Controller of Plant*” to “*Controller of Facilities*”

Moved by Trustee Sicoli

THAT the Policy Committee recommend to the November 13, 2018 Committee of the Whole Meeting to approve the revisions to the Employee Workplace Violence Policy (201.11), as amended.

APPROVED

6.6 Occupational Health & Safety Policy (201.6)

Superintendent Iannantuono presented feedback received from the vetting process and highlighted recommended amendments to the Occupational Health & Safety Policy (201.6) following the vetting process.

Following discussion, the Policy Committee recommended the following additional amendments:

POLICY STATEMENT

- No amendment

ADMINISTRATIVE PROCEDURES

- Flip first two paragraphs
- Change “*a responsibility to respond to any concerns*” to “*an obligation to address concerns*”

Moved by Trustee Sicoli

THAT the Policy Committee recommend to the November 13, 2018 Committee of the Whole Meeting to approve the revisions to the Occupational Health & Safety Policy (201.6), as amended.

APPROVED

6.7 Catholic School Councils Policy (800.1)

The Policy Committee requested the Catholic School Councils Policy be brought back to the November 27, 2018 Policy Committee meeting.

POLICIES - PRIOR TO VETTING

6.8 Diabetes Management Policy (302.8)

Pat Rocca, Superintendent of Education presented the Diabetes Management Policy (302.8).

The Policy Committee suggested the following amendments:

POLICY STATEMENT

- No amendments

ADMINISTRATIVE PROCEDURES

- Epilepsy administrative procedures – remove quotation marks around the word seizures

The Policy Committee requested that the Diabetes Management Policy (302.8), be vetted from October 24, 2018 to January 11, 2019 with a recommended deadline for presentation to the Policy Committee in January 2019, for consideration to the Committee of the Whole and Board in February 2019.

French Immersion Policy (400.7)

The Policy Committee requested that the French Immersion Policy be deferred to the November 27, 2018 Policy Committee meeting.

6.9 Fundraising Policy (301.4)

The Policy Committee requested that the Fundraising Policy be deferred to the November 27, 2018 Policy Committee meeting.

6.10 Student Senate – Elementary Policy (100.6.2)

Director Crocco presented the Student Senate – Elementary Policy (100.6.2).

The Policy Committee suggested the following amendments:

POLICY STATEMENT

- No amendments

ADMINISTRATIVE PROCEDURES

- Remove last sentence of bullet 1b

The Policy Committee requested that the Student Senate – Elementary Policy (100.6.2), be vetted from October 24, 2018 to January 11, 2019 with a recommended deadline for presentation to the Policy Committee in January 2019, for consideration to the Committee of the Whole and Board in February 2019.

6.11 Student Senate – Secondary Policy (100.6.1)

Director Crocco presented the Student Senate – Secondary Policy (100.6.1)

The Policy Committee suggested the following amendments:

POLICY STATEMENT

- No amendments

ADMINISTRATIVE PROCEDURES

- Remove last sentence of bullet 1b
- Page 3, first bullet – remove “select”

The Policy Committee requested that the Student Senate – Secondary Policy (100.6.1), be vetted from October 24, 2018 to January 11, 2019 with a recommended deadline for presentation to the Policy Committee in January 2019, for consideration to the Committee of the Whole and Board in February 2019.

6.12 Prior Learning Assessment and Recognition (PLAR) Policy (400.4)

The Policy Committee requested that the Prior Learning Assessment and Recognition (PLAR) Policy be deferred to the November 27, 2018 Policy Committee meeting.

INFORMATION

6.13 Policy and Guideline Review 2018-2019 Schedule

Director Crocco presented the Policy and Guideline Review 2018-2019 Schedule.

7. Date of Next Meeting

November 27, 2018 – Start time to be determined and posted on the Board website and agenda cover.

8. Adjournment

The meeting adjourned at 6:39 p.m.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
NOVEMBER 13, 2018**

PUBLIC SESSION

**TOPIC: APPROVAL OF POLICIES
EMPLOYEE WORKPLACE HARASSMENT POLICY (201.7)**

RECOMMENDATION

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Employee Workplace Harassment Policy (201.7), as presented.

Prepared by: Frank Iannantuono, Superintendent of Education/Human Resources
Presented by: Policy Committee
Recommended by: Policy Committee
Date: November 13, 2018



Niagara Catholic District School Board

EMPLOYEE WORKPLACE HARASSMENT POLICY

STATEMENT OF POLICY

200 – Human Resources

Policy No 201.7

Adopted Date: March 26, 2002

Latest Reviewed/Revised Date: May 23, 2017

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

The Board believes that the eradication of harassment in the school/workplace is the joint ~~responsibility~~ **obligation** of the employer and the employee. Therefore, any employee who becomes aware of a harassment situation **between employees** has a responsibility to draw appropriate attention to it. **Any failure to take measures to address harassment in the workplace has legal implications for the employer under the Ontario Human Rights Code.**

Where the occasion of a complaint of harassment arises, the Board may achieve resolution through a formal or informal process. During the process all information gathered is to be kept confidential. It is the intention of the policy and the resulting procedures to attempt to protect both the complainant and the accused. Therefore, each party has equal rights at all steps throughout the process.

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

The Director of Education will issue administrative procedures for the implementation of this policy.

References:

- [**Municipal Freedom of Information and Protection of Privacy Act**](#)
- [**Occupational Health & Safety Act \(December 2009\) Bill 13**](#)
- [**Bill 132: Sexual Violence and Harassment Action Plan Act**](#)
- [**Ontario Human Rights Code 1990**](#)
- [**Teaching Profession Act**](#)
- [~~Safe Schools Act 2012~~](#)
- [**Niagara Catholic District School Board Policies/Procedures**](#)
 - [**Workplace Violence Policy \(201.11\)**](#)
 - [**Trustee Code of Conduct**](#)
 - [**Complaint Resolution Policy**](#)
 - [~~Family and Children Services Niagara \(FACS\) Protocol~~](#)
 - [**Protocol Between Niagara Region Police Service and the Niagara Catholic District School Board**](#)
 - [**Employee Code of Conduct & Ethics Policy**](#)



EMPLOYEE WORKPLACE HARASSMENT POLICY

ADMINISTRATIVE PROCEDURES

The expected duties of a **S**upervisor of the Niagara Catholic District School Board are comprised of but not limited to the responsibilities of training, evaluating, counselling, supervising and disciplining when warranted. These duties in itself do not constitute harassment.

WORKPLACE HARASSMENT

Means engaging in a course of vexatious comment or conduct against a worker in a workplace that is known or ought to reasonably to be known to be unwelcome or, workplace sexual harassment

ETHNOCULTURAL HARASSMENT

Is one or a series of unwanted, unsolicited remarks, behaviours or communications, in any form, directed toward an individual or members of an identifiable group because of a prohibited ground of discrimination, which has the effect of:

- Creating an intimidating, hostile, or offensive psychological or emotional climate for work or study, and/or
- Undermining work/academic performance, and/or
- Preventing or impairing full and equal enjoyment of employment/educational services, benefits, and/or opportunities.

SEXUAL HARASSMENT IS:

Unwanted sexual attention of a persistent or abusive nature made by a person who knows, or ought to know, that such attention is unwanted;

- Implied or expressed threat or reprisal in the form either of actual reprisal or the denial of opportunity for refusal to comply with a sexually oriented request; and
- Sexually oriented remarks, gestures and/or behaviour which may reasonably be perceived to cause humiliation or a negative psychological and/or emotional environment for work or study.
- **E**ngaging in a course of vexatious comment or conduct against a worker in a workplace because of sex, sexual orientation, gender identity or gender expression, where the course of comment or conduct is known or ought reasonably to be known to be unwelcome, or
- making a sexual solicitation or advance where the person making the solicitation or advance is in a position to confer, grant or deny a benefit or advancement to the worker and the person knows or ought reasonably to know that the solicitation or advance is unwelcome

Sexual Harassment may include:

- The display or distributing of offensive material such as pictures, cartoons, e-mails and graffiti in schools, or in other Board premises,
- Unwanted and unnecessary physical contact,
- Unwelcome remarks, jokes or other gestures of a sexual nature.
- Unwelcome sexual innuendo, sexual advances, inappropriate body contact, request for sexual favours and the display of exploitive material.

Sexual Harassment is not:

- Conduct which both parties find acceptable such as an occasional compliment,
- An occasional or appropriate comment which a reasonable person, in their circumstances, would not take to have an unwelcome sexual connotation.
- Relationships between consenting adults which are voluntary. However, when such a relationship ends, continued unwanted attention may constitute sexual harassment.

COMPLAINT RESOLUTION PROCEDURES - INFORMAL RESOLUTION (VERBAL PROCESS)

- Complainants are encouraged to attempt to resolve concerns at the Informal Resolution Stage, **within two (2) working days or timelines agreed upon by both parties**. However, if the complainant believes circumstances make this difficult to do; the complainant may follow the Formal Resolution procedures.
- The complainant may speak directly to the accused, in order to:
 - identify the specific conduct, action or attitudes which are alleged to be harassing
 - demand that the conduct, action or attitudes cease
- The complainant may choose to speak to their Immediate Supervisor, or another **S**upervisor, in an attempt to resolve the complaint.
- This **S**upervisor may arrange informal meetings to resolve the issue and the parties concerned ~~may~~**shall** be accompanied by an advocate to attend the meetings if they so choose.
- No formal written records are necessary at this stage. It is strongly suggested, however, that the parties should keep personal documentation of the meeting(s).

COMPLAINT RESOLUTION PROCEDURES - FORMAL RESOLUTION

- This complaint procedure is not intended to affect the employee's rights and duties as outlined in relevant legislation and/or Collective Agreements or Terms of Employment.
- If the complainant is not satisfied that the informal resolution procedure has produced acceptable results, or if circumstances warrant further action, then the complainant may initiate the formal resolution procedure.
- The complainant has the right to bring forward a formal complaint and to obtain a review of their complaint in an atmosphere of respect and confidentiality without fear of embarrassment or reprisals.
- The formal complaint shall be in written form.
- The formal complaint should be brought to the attention of the Immediate Supervisor with copies to the appropriate Superintendent and the Senior Administrator of Human Resources.
- Resolution to the formal complaint process shall be initiated through the Immediate Supervisor or Senior Administrator of Human Resources.
- When the accused is the Immediate Supervisor the complaint shall be directed to the appropriate Superintendent, with a copy to the Senior Administrator of Human Resources.
- When the accused person is a Superintendent or Senior Administrator of Human Resources the complaint shall be directed to the Director of Education.
- When allegations are made against the Director the complaint shall be directed to the Chairperson of the Board.
- The complaint shall be forwarded to the Director if the accused is a Trustee.
- The formal written complaint shall include:
 - identification of the accused individual(s) involved
 - identification of the specific conduct, action, or attitudes which the complainant considers harassing
 - identification of any witnesses to the conduct, action or attitudes
 - a suggested resolution
- A copy of this complaint must be sent by the complainant to the accused within three (3) working days of the registration of the complaint.
- If the complaint is directed at another member of the College of Teachers, teachers are required to comply with section 18 1(b) of the regulation made under the **Teaching Profession Act**.

INVESTIGATIVE PROCEDURE OF THE COMPLAINT BY THE SUPERVISOR

- Upon receipt of a formal complaint the Supervisor shall ascertain that a copy of the complaint has been provided to the accused and to the appropriate Superintendent and the Senior Administrator of Human Resources.
- The Supervisor shall arrange a meeting within ~~ten (10)~~ **two (2)** working days of the written complaint being sent to the accused. Each party to this meeting may have an "advocate" present during the meeting. This advocate may be a **Principal, Vice Principal, Supervisor**, trusted staff member, friend, association or union representative.
- During this meeting the Supervisor shall review the complaint, allow each party to present their position relative to the complaint, and question the parties for clarification.
- **No Merit**
A written report is expected if the Supervisor concludes after an internal investigation that the complainant's allegations have no merit. This report shall be completed with a rationale for ending the investigation. The report shall be communicated to the parties within ten (10) working days of the meeting. A copy of this report shall be forwarded to the appropriate Superintendent and to the Senior Administrator of Human Resources. **If there is a determination that a report of harassment has been filed in bad faith, the investigation process will be discontinued and disciplinary action may occur.**
- **With Merit**
An internal investigation is expected if the Supervisor concludes that the allegations have merit. After internal investigation:
 - If it is clear that the respondent's behaviour did constitute harassment/discrimination, the respondent will be required to provide a written plan that outlines what will be done to prevent any reoccurrence of the harassing behaviour(s).
 - The plan will also address future interactions with the complainant to ensure that there will be no overt or subtle intimidation or retaliation. The plan may include specific action regarding harassment/discrimination prevention education or counselling provided in the community.
 - The complainant's ~~wishes~~ **requests** regarding future interactions with the respondent ~~may~~ **will** be considered in the development and the final approval of the plan.
 - The Superintendent of Human Resources will determine the appropriate disciplinary action to be taken.
- If either party is not accepting of the findings the matter may be referred to the Director of Education. The Director of Education may elect to proceed with an investigation through their office or refer the matter to an independent third party. Selection of the third party shall be the exclusive decision of the Director of Education.
- Should the Director of Education choose to investigate the matter through the Director of Education's office the Director of Education may request, in writing a meeting with either party for the purpose of reviewing the decision reached by the Supervisor. This request must be made within fourteen (14) working days of the decision by the Supervisor. The Director of Education will hold a meeting with both parties.
- After a meeting with the Director of Education a written final decision will be presented to both parties. A copy of this final decision including any prescribed action and discipline will be filed with the Senior Administrator of Human Resources.
- The final decision of the Director of Education may be appealed to the Committee of the Whole/or the Board by either party not to exceed sixty (60) school days.
- If the complaint is against the Director of Education the Chair of the Board will refer the issue to the Board after conducting an informal investigation in order to assess merit.
- If the complaint is against a Trustee, the Director of Education will refer the issue to the Chair of the Board after conducting an informal investigation in order to assess merit.
- If the complaint is against the Chair, the Director of Education will refer the issue to the Vice- Chair of the Board after conducting an informal investigation in order to assess merit.

RECORDS

- All records for cases determined to have merit, shall be sealed and placed in the accused person's electronic personnel file and are accessible only to authorized Board personnel, the accused and any representative of the accused with the appropriate written permission of the accused. If there are no further complaints that are deemed to have merit, within a three (3) year period this individual may request, in writing, that their record be removed and destroyed.
- At the written request of the accused, the Director of Education and/or delegate may review the appropriate harassment file after a three (3) year period provided the individual has fully complied with the Board's Employee Workplace Harassment policy during that time period.
- The Director of Education and/or delegate may, at their discretion, determine that the harassment file be retained or destroyed following the review.

OTHER CONSIDERATIONS

- All investigations, accusations and all matters dealing with the Employee Workplace Harassment complaints will be conducted with regard to due process and confidentiality.
- Any breach of confidentiality by those parties involved may result in disciplinary action.
- The process does not abrogate or deny the rights of any employee granted or contained in any other provincial acts or regulations, federal legislation or collective agreements.
- If the most recent incident giving rise to the complaint occurred prior to the current school year or prior to six months before initiation of the complaint, the complaint must have a reasonable explanation of why the complaint was not promptly made and the Supervisor, in consultation with the appropriate Supervisory Officer and/or Controller of Facilities Services, must be satisfied that the delay was incurred in good faith and no substantial prejudice will result to any individual affected by the delay.
- If the complaint is made by a student or a parent against a employee of the Board the appropriate Supervisor will exercise the relevant procedures or regulations as set out in the Police Protocol section of the Safe Schools Policy (302.6) as well as the FACS Protocol.
- All Principals/Supervisors shall make all employees aware of this policy as well as the Employee Assistance Program (EAP).
- ~~Failure to take measures to address harassment in the workplace has legal implications for the employer (Board) under the Ontario Human Rights Code.~~
- This policy will be implemented in accordance with the Municipal Freedom of Information and Protection of Privacy Act.
- Timelines to the investigation and the process listed in this policy may be ~~extended~~ adjusted with the approval and agreement of the parties.
- Copies of this policy will be submitted to the complainant and harasser upon receipt of the complaint.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
NOVEMBER 13, 2018**

PUBLIC SESSION

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

RECOMMENDATION

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

Prepared by: Frank Iannantuono, Superintendent of Education/Human Resources
Presented by: Policy Committee
Recommended by: Policy Committee
Date: November 13, 2018



EMPLOYEE WORKPLACE VIOLENCE POLICY

STATEMENT OF POLICY

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

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

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

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

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

In accordance with current legislation in the Province of Ontario, the Board will assess the risks of workplace violence (**Appendix A**) that may arise from the nature of the workplace, and provide relevant training, information and instruction to the employees.

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

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

The Director of Education will issue Administrative Procedures for the implementation of this policy.

References

- [**Bill 168: Occupational Health and Safety Amendment Act \(Violence and Harassment in the Workplace\) 2009**](#)
- [**Human Rights Code**](#)
- [**Municipal Freedom of Information and Protection of Privacy Act**](#)
- [**Occupational Health & Safety Act \(December 2009\)**](#)
- [**Workplace Violence in School Boards: A Guide to the Law**](#)
- [**Niagara Catholic District School Board Policies/Procedures**](#)
 - [**Employee Workplace Harassment Policy \(201.7\)**](#)



EMPLOYEE WORKPLACE VIOLENCE POLICY

ADMINISTRATIVE PROCEDURES

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

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

According to the Occupational Health & Safety Act:

- “worker” means any of the following
- A person who performs work or supplies services for monetary compensation.
- A secondary school student who performs work or supplies services for no monetary compensation under a work experience program authorized by the school board that operates the school in which the student is enrolled
- A person who performs work or supplies services for no monetary compensation under a program approved by a college of applied arts and technology, university or other post-secondary institution.
- A person who receives training from an employer, but who, under the Employment Standards Act, 2000, is not an employee for the purposes of that Act because the conditions set out in subsection 1 (2) of that Act have been met.
- Such other persons as may be prescribed who perform work or supply services to an employer for no monetary compensation;

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

The Employee Workplace Violence Policy and Administrative Procedures shall be posted in a ~~in a~~ specific area, at the Health and Safety Station, in every workplace throughout the Niagara Catholic District School Board ~~where five or more workers are regularly employed or unless an inspector orders otherwise.~~

PROVISION OF INFORMATION

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

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

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

DOMESTIC VIOLENCE

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

COMPLAINT PROCEDURE

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

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

15. Where the two (2) or more parties involved in the assault are assigned to the same department or work-site, future work assignments and location shall be reviewed with the Senior Administrator of Human Resources, the appropriate Superintendent(s) or Controller of Plant/Facilities, and the Immediate Supervisor.
16. Infringement of this policy will give rise to disciplinary measures up to and including termination of employment.

JOINT OCCUPATIONAL HEALTH AND SAFETY COMMITTEE REPRESENTATIVES

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

The Workplace Violence Survey ([Appendix B](#)) will be conducted as often as necessary in order to monitor employee input on assessments and the provision necessary information to employees.

The employer will provide for a risk assessment ([Appendix A](#)) in relation to workplace violence having regard to the nature of the workplace, the type of work, working conditions, circumstances that would be common to similar workplaces and circumstances particular to that workplace. The results of the risk assessment must be provided to the joint health and safety committee or the health and safety representative, or, if none exists, to the workers themselves [within ten \(ten\) working days or a timeline agreed upon by both parties](#). Risk assessment must be performed as often as necessary.

The OHSA requires employers to notify the Ministry of Labour of critical injury (as defined by the OHSA) or fatality immediately and file a written report with 48 hours. In the absence of a critical injury or fatality, an employer need not report a workplace violence incident to the Ministry of Labour unless ordered to do so by a Ministry of Labour Inspector. ~~Although the Board is not required to file a written report the Board will nevertheless file a written report.~~

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

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

RISK ASSESSMENTS

A number of factors may contribute to the occurrence of workplace violence including;

Workplace Location - risk of workplace violence occurring due to the nature of the community in which the workplace is located, off site locations, working alone or in isolated areas, physical attributes of the workplace, areas on the periphery of the workplace (parking lots, portables), entry controls or use of the workplace by non-workers.

General Workplace – workplace violence occurring due to the characteristics of the general population including staff, students, parents and the general public.

Specific Workplace - workplace violence occurring due to individual students, staff, parent or clients who individually create a specific risk of workplace violence.

Handling Money – risk of workplace violence occurring due to the handling of money arising from fundraising activities, school photos, trips, charitable donations, staff funds, school site fees or registration fees.

RATING SCALE

The below rating scale is provided to determine the likelihood of violence in the workplace and assist in deciding those controls. The scale relies on a combination of frequency and severity.

Low – One or more potential risks which rarely place a worker at risk of workplace violence, and/or the risk is minimal. The risk of workplace violence is not related to a normal part of the work routine, and /or there is minimal potential for intervention or first aid to be required.

Moderate - One or more potential risks of workplace violence which may occasionally place a worker at risk of workplace violence, and/or the risk of workplace violence is possible. The risk of workplace violence may be related to a normal part of the work routine on an infrequent basis, and/or there is moderate potential for intervention, or first aid or medical aid to be required.

High - One or more potential risks of workplace violence which may regularly place a worker at risk of workplace violence, and/or the risk of workplace violence is related to a normal part of the work routine on a regular basis, and/or there is a high potential for intervention(s), or medical aid to be required.

SUMMONING ASSISTANCE

SCHOOL-WIDE P.A. SYSTEM

<i>Strengths</i>	Immediate school-wide communication
<i>Weaknesses</i>	May not be heard in noisy areas / One way communication / Restricts type of information communicated

CLASSROOM P.A. SYSTEM

<i>Strengths</i>	Direct link to main office / Simple usage
<i>Weaknesses</i>	Requires someone in the office / Fixed location in class means staff may not be able to access / Useful inside the building only

INDIVIDUAL CELL PHONE

<i>Strengths</i>	Fast one-to-one communication / Can be used at most locations / Has text option / Can be used for variety of messages / Few range limitations
<i>Weaknesses</i>	Requires recipient to be available / Signal strength may be poor / If being attacked – not enough time to dial

2-WAY RADIO (WALKIE-TALKIE)

<i>Strengths</i>	Almost instant / One button use / Voice or signal communication / can warn numerous recipients / Used for a variety of messages / Few weak spots within range
<i>Weaknesses</i>	Requires constant charging and staffing / No 9-1-1 component

WORK REFUSALS

All workers have the right to refuse to work when they have reason to believe their health or safety is in danger. The limited right of teachers to refuse work remains. A teacher cannot refuse to work as per *O.Reg. 857*, if the circumstances are such that the life, health or safety of a pupil is in imminent jeopardy.

The Occupational Health & Safety Act describes specific steps a must follow in a work refusal.

A worker must notify his/her Supervisor if he or she is refusing to do work. If a worker indicates he/she is refusing to work, the Supervisor needs to determine if the work refusal meets the criteria defined by section 43(3) of the *Occupational Health & Safety Act*.

A worker may refuse to work or do particular work with respect to workplace violence if he or she has reason to believe that workplace violence is likely to endanger the safety of himself or herself.

Work Refusal Steps

If the nature of the work refusal meets the requirements of section 43(3) the Supervisor must:

1. Immediately contact the **Coordinator of Health and Safety** and indicate you are dealing with a work refusal. The **Coordinator of Health and Safety** will inform the appropriate Joint Health and Safety Representative who will investigate along with the Supervisor without delay.
2. Document the work refusal including, but not limited to, the worker's complaint, time, date, relevant information, and any outcome of the refusal.
3. Notify the appropriate Superintendent of Schools
4. Take the necessary steps to ensure the safety of students and employees.
5. Pending the investigation the worker (complainant) must stay in a safe place and be available to the investigator. The worker will be assigned other work while the work refusal is being investigated. If another worker is asked to work in the worker/complainant's place, the worker ~~should~~ **shall** be informed of the nature of the work refusal. If the nature of the work refusal does NOT meet the requirement that the workplace violence is likely to endanger himself or herself, then this incident does not constitute a

legitimate work refusal situation, in which case, the worker (complainant) should be informed that it was not a proper workplace violence work refusal and be instructed to return to work.

If the worker engaged in a workplace violence work refusal that meets the requirements of workplace violence is likely to endanger himself or herself, then steps should be taken to rectify the situation so that it is deemed safe to return to work. Once the steps are taken, the worker (complainant) should be informed of the steps taken and directed to return to the work area. If the worker continues to refuse to work, the NCDSB / appropriate union / association representative from the Joint Health and Safety Committee, or the worker should contact the Ministry of Labour.

RECORDS

All correspondence and other documents generated under this Procedure must, subject to the *Municipal Freedom of Information and Protection of Privacy Act*, be marked "PRIVATE AND/OR CONFIDENTIAL" and be stored in a secure file in the Human Resources Department.

**Niagara Catholic District School Board
School/Worksite Risk Assessment**

School/Site:	
Date:	
Auditors: Supervisor:	
Worksite Representatives: Joint Health & Safety Committee (JHSC) Representative	

Questions:	Yes	No	L	M	H	Description & Current Controls
GEOGRAPHIC LOCATION & HOURS						
Location of School						
• Urban setting						
• Rural setting						
• High crime area						
• Isolated area						
• Close to emergency services						
What are the school hours?						
HISTORY						
Have there been any incidences in the past 3-5 years of strangers approaching staff at the school (resulting in staff feeling unsafe?), vandalism putting staff at risk, conflicts with community members on school property?						
Do violent, criminal, drunk, or drugged persons (unfavorable individuals) ever come into your building?						
Has the school ever been vandalized?						
ACCESSIBILITY & SECURITY MEASURES						
Are all doors, except main entrance kept locked at all times?						
• If not, are non-locked doors monitored?						
Is there a sign-in & out book for parents or visitors?						
• If so, is it used/enforced?						
• Does office staff regularly check and follow up with sign in/out sheet?						
Are there posters/signs at the main doors/entrances asking visitors to report to the main office when they arrive at the school?						

Questions:	Yes	No	L	M	H	Description & Current Controls
Does main office staff have a clear vision line to the main entrance?						
Is the main office staffed at all times during school hours?						
What is the emergency protocol for main office staff should someone undesirable enter the school?						
Do all guests (parents, visitors, service providers, etc) wear special visitor passes?						
Can staff access the school after hours? What are the guidelines for this?						
Is there a communication procedure for staff accessing the schools after hours? (tracking?)						
Are there any safety and security measures in place for entrance into the school after hours for staff? (<i>i.e. key/ code sign out, notifying supervisor, etc</i>)						
Is there evening custodial staff at this school who work alone?						
<ul style="list-style-type: none"> • What are their hours of work? 						
<ul style="list-style-type: none"> • What safety and security measures are in place for these staff persons? 						
Is the school connected to a security company through an alarm system?						
Is the security system regularly checked?						
Are there signs stating a security system is in use?						
Is there a system for tracking staff keys?						
<ul style="list-style-type: none"> • If so, is it enforced? 						
Is there a camera system <u>inside</u> the school?						
Is there a camera system <u>outside</u> the school?						
Can the main doors be locked from a remote location?						
Are there any security perimeters of the building after hours?						
Can staff lock classroom doors quickly in an emergency?						
Are garbage bins, equipment that staff regularly use outside well lit?						

Questions:	Yes	No	L	M	H	Description & Current Controls
PORTABLES						
Are there portables at the school?						
• How do students/staff enter into the school from the portables?						
• Are there any security measures followed for staff/students entering the school from the portables/yard during the day (i.e. buddy system with key?)						
• Can the portable doors be locked from the inside and outside?						
• Is there a notification system to the portables should a crisis occur?						
LIGHTING OUTSIDE & INSIDE						
Is the school well lit outside at night (specifically entrances)?						
Are there zones around the school where someone may hide?						
Is the school well lit inside when staff are accessing the building after hours or on weekends?						
Are stairwells lit appropriately?						
Are washrooms lit appropriately?						
Are there any areas requiring more light?						
PARKING LOTS						
Do staff park in designated parking lots?						
Are parking lots well lit at night?						
Are parking lots monitored at all?						
Are there any security reminders in the parking lot? (i.e. "Lock Your Car", "Security Patrolled", "Parking Lot Monitored")						
Have cars been broken into while in the parking lot?						
POTENTIAL HIDING SPOTS AROUND GROUNDS						
Is there any overgrown vegetation that could be a potential hiding place for strangers around the parking lot, walking paths, play areas, field, on school property? (note: this vegetation should be cut back or removed if so)						
DAYCARES						
Is there a daycare in or attached to the school?						
Does the daycare have its own entrance door?						
Does the daycare have access to the school?						
Does the daycare have security measures in place for intruders?						

Questions:	Yes	No	L	M	H	Description & Current Controls
Are the daycare staff familiar with the schools emergency plan?						
Does the daycare staff control access to the school for parents who come to pick up their children after school hours?						
AFTERSCHOOL & COMMUNITY USE ACTIVITIES						
Are there after school or community use activities in the school after hours?						
<ul style="list-style-type: none"> If so, when and where in the school? 						
Is there a room use occupancy permit system/agreement for use after hours?						
Are there fundraising activities at the school?						
Where are the profits from fundraising kept?						
Is there a program for special needs children at this school?						
Is there a safe room for special needs children?						
<ul style="list-style-type: none"> Has the safe room had a safety review? 						
Are there any low windows at the school that can be opened?						
CLASSROOMS						
Do all classrooms have operating communication systems to the main office?						
<ul style="list-style-type: none"> Where are they located? 						
<ul style="list-style-type: none"> What is the emergency contact number in an emergency? Is it posted? 						
Is furniture arranged in classrooms to allow for a quick exit?						
PROCEDURES						
Have staff been trained on the Lock Down procedure? When does this happen?						
Are student codes of conduct communicated to students?						
Are codes of conduct communicated to staff?						
Are staff trained on how to report incidents of conflict (with peers, parents, community members, etc) to their supervisor?						

Questions:	Yes	No	L	M	H	Description & Current Controls
What are the current response measures in place for when a conflict or violent incident is reported?						
Is there a process in place for having parent-teacher meetings in common areas instead of portable structures?						
OTHER:						
What improvements would you like to see at your school in terms of security and safety related to conflict or violence?						
Other:						

- review history of incidents
- perform a worksite parameter check

L - Low: One or more potential risks which rarely place a worker at risk of workplace violence, and/or the risk of workplace violence is minimal. The risk of workplace violence is not related to a normal part of the work routine, and/or there is minimal potential for intervention or first aid to be required.

M - Moderate: One or more potential risks of workplace violence which may occasionally place a worker at risk of workplace violence, and/or the risk of workplace violence is possible. The risk of workplace violence may be related to a normal part of the work routine on an infrequent basis, and/or there is moderate potential for intervention, or first aid or medical aid to be required.

H - High: One or more potential risks of workplace violence which may regularly place a worker at risk of workplace violence, and/or the risk of workplace violence is related to a normal part of the work routine on a regular basis, and/or there is a high potential for intervention(s), or medical aid to be required.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
NOVEMBER 13, 2018**

PUBLIC SESSION

**TOPIC: APPROVAL OF POLICIES
OCCUPATIONAL HEALTH & SAFETY POLICY (201.6)**

RECOMMENDATION

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Occupational Health & Safety Policy (201.6), as presented.

Prepared by: Frank Iannantuono, Superintendent of Education/Human Resources
Presented by: Policy Committee
Recommended by: Policy Committee
Date: November 13, 2018



Niagara Catholic District School Board
OCCUPATIONAL HEALTH & SAFETY POLICY
STATEMENT OF POLICY

200 – Human Resources

Policy No 201.6

Adopted Date: January 29, 2002

Latest Reviewed/Revised Date: May 23, 2017

In keeping with the Mission, Vision, and Values of the Niagara Catholic District School Board the Niagara Catholic District School Board believes that the prevention of employee occupational illness and injury and the prevention of accidents to volunteers, students and visitors on Board premises, is of the utmost importance. The Board, therefore, shall maintain as safe working environment as possible and ~~endeavour to~~ **take all reasonable precautions to prevent injury or occupational illness at Niagara Catholic District School Board sites and is committed to providing a safe, respectful and healthy workplace and learning environment for all employees, students, volunteers, visitors and contractors. The Board is committed to continually improving health and safety practices and performance in compliance with the Occupational Health and Safety Act.**

The Director of Education shall issue Administrative Procedures for the implementation of this Policy.

Reference

- **[Occupational Health and Safety Act and Regulations for Industrial Establishments, R.S.O. 2001, Chapter 0.1](#)**
- ~~**[Niagara Catholic District School Board Policies/Procedures](#)**~~
 - ~~**[Employee Workplace Violence Policy 201.11](#)**~~



Niagara Catholic District School Board
OCCUPATIONAL HEALTH & SAFETY POLICY
ADMINISTRATIVE PROCEDURES

200 – Human Resources

Policy No 201.6

Adopted Date: January 29, 2002

Latest Reviewed/Revised Date: May 23, 2017

Every employee has a responsibility to work in a safe manner; to use or wear the equipment, protective devices or clothing that the Employer, or legislation, requires to be used or worn; to report to their supervisor, the absence or defect in any equipment or protective device of which they are aware and which may endanger them or another worker; to report to their **S**upervisor any hazard or potential hazard, within the Board's jurisdiction, of which they are aware.

The Employer through the **S**upervisor has a responsibility for the safety of employees who report to them and therefore must ensure that employees work in a safe manner and use or wear the equipment, protective devices or clothing that the Board, or legislation, requires to be used or worn. Additionally, the Employer and/or other designated personnel, has an **obligation** ~~responsibility to respond promptly to address~~ any concerns put forth by any party regarding matters of occupational health and safety that are within the Board's jurisdiction.

The Niagara Catholic District School Board supports the Internal Responsibility System whereby all workplace parties participate in building safety programs that exceed the minimum standards as set out by the Occupational Health and Safety Act. Employees who direct work are responsible for ensuring that safe work procedures and training are implemented and followed to maintain a safe and healthy workplace. They are also responsible to ensure that hazards, unsafe conditions, practices and behaviors that are reported to them are addressed.

All parties employed within or contracted by the Employer must act in compliance with the *Occupational Health and Safety Act and Regulations for Industrial Establishments, R.S.O. 2001, Chapter 0.1*, as amended.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE MEETING
NOVEMBER 13, 2018**

PUBLIC SESSION

**TITLE: EXTENDED OVERNIGHT FIELD TRIP, EXCURSION AND
EXCHANGE APPROVAL COMMITTEE 2018 - 2019**

The Extended Overnight Field Trip, Excursion and Exchange Approval Committee
2018-2019 report is presented for information.

Prepared by: Ted Farrell, Superintendent of Education

Presented by: Ted Farrell, Superintendent of Education

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

Date: November 13, 2018



REPORT TO THE COMMITTEE OF THE WHOLE NOVEMBER 13, 2018

EXTENDED OVERNIGHT FIELD TRIP, EXCURSION AND EXCHANGE APPROVAL COMMITTEE 2018 - 2019

BACKGROUND INFORMATION

The Extended Overnight Field Trip, Excursion and Exchange Approval Committee continues to review proposals for 2017-2018 extended overnight field trips, excursions and exchanges as submitted to date. The composition of the approval Committee is as follows:

1 Supervisory Officer	-	Ted Farrell
1 Secondary School Vice-Principal	-	Andrew Bartley
1 Secondary School Principal	-	Andrew Boon
1 Elementary School Principal	-	Joseph Tornabuono
1 Program Department Consultant	-	Jennifer Pirosko

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 2018-2019 Extended Overnight Field Trip as submitted on Tuesday, November 13, 2018. (Appendix A)

The Extended Overnight Field Trip, Excursion and Exchange Approval Committee 2018-2019
report is presented for information.

Prepared by: Ted Farrell, Superintendent of Education

Presented by: Ted Farrell, Superintended of Education

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

Date: November 13, 2018

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE MEETING
NOVEMBER 13, 2018**

PUBLIC SESSION

**TITLE: STAFF DEVELOPMENT DEPARTMENT PROFESSIONAL
DEVELOPMENT OPPORTUNITIES**

The Report on Staff Development Department:
Professional Development Opportunities is presented for information.

Prepared by: Frank Iannantuono, Superintendent of Education
Anthony Corapi, Coordinator of Staff Development

Presented by: Frank Iannantuono, Superintendent of Education

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

Date: November 13, 2018



REPORT TO THE COMMITTEE OF THE WHOLE MEETING NOVEMBER 13, 2018

STAFF DEVELOPMENT DEPARTMENT PROFESSIONAL DEVELOPMENT OPPORTUNITIES

BACKGROUND INFORMATION

In alignment with the Board's Vision 2020 Strategic Plan and Annual System Priorities, the Department of Staff Development, as an integral aspect of its mandate, acts as the point of co-ordination among various departments. Thus ensuring that all professional development opportunities for staff, both teaching and non-teaching, occur in a seamless fashion so as to minimize disruptions to the myriad services provided within our Niagara Catholic community.

The following is a listing of activities occurring during the period November 13, 2018 through December 4, 2018.

Thursday, November 15, 2018

Leadership Identification Program (LIP) – Session 1 (Catholic Education Centre)

- The first session for the 2018 – 2019 LIP will focus on Catholic Leadership with presentations from John Crocco (Director of Education, Niagara Catholic DSB) and Michael Pautler (Executive Director, ICE). Candidates will participate in a Predictive Index workshop. The Predictive Index is a management software assessment tool in widespread commercial use since 1955.
- The Predictive Index provides measurements on the following drives and motivations:
 - o Drive to exert one's influence on people and situations
 - o Drive for social interactions with others
 - o The intensity of a person's tension and pace
 - o Drive to conform to rules and structure
 - o Individual's morale in response to the demands of the work environment
 - o Extent of subjective and objective judgment in decision making
 - o Response level of the individual with respect to the environment

Friday, November 16, 2018

Professional Activity Day (school-based)

- A board-wide Professional Activity Day in both the Elementary and Secondary panels is scheduled for Friday, November 16, 2018. The primary venue for all elementary and secondary school staff is their home school.
- The Elementary PA Day Program will focus on the fundamentals of math, mathematics learning trajectories, number talks, spatial reasoning, assessment and fractions. The mode of delivery will be a combination of pre-recorded workshops, discussions and hands-on activities.
- The Secondary PA Day Program will focus on the fundamentals of math and the relationship between mathematics and career pathways with a connection to SHSM.

Thursday, November 29, 2018

Professional Development Meeting – Elementary & Secondary Library Technicians (Heartland Forest)

- All Library Technicians will gather for a full-day program at Heartland Forest. The morning will focus on the role of Library Information Centres in supporting student success. The afternoon session will be highlighted by a special Author/Illustrator event.
- Authors attending in person: Shelly Becker, Lindsey Carmichael, Gillian Chan, Philippa Dowding, Lucy Falcon, Sue Irwin, Rob Laidlaw, Sylvia McNicoll, Rene Schmidt, Marsha Skrypuch, Patricia Storms, Danielle Younge-Ullman. Author attending by video: Lorna Nicholson
- Each author and illustrator will have 90 seconds to talk about their work, making this a fast paced, entertaining performance. Afterwards, there will be an opportunity to meet and chat with presenters one-on-one about their work, school visits, and for book purchases and autographs

The Report on Staff Development:
Professional Development Opportunities is presented for information.

Prepared by: Frank Iannantuono, Superintendent of Education
Anthony Corapi, Coordinator of Staff Development

Presented by: Frank Iannantuono, Superintendent of Education

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

Date: November 13, 2018

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE MEETING
NOVEMBER 13, 2018**

PUBLIC SESSION

TITLE: CAPITAL PROJECTS PROGRESS REPORT UPDATE

The Capital Projects Progress Report Update is presented for information.

Prepared by: Scott Whitwell, Controller of Facilities Services
Presented by: Scott Whitwell, Controller of Facilities Services
Approved by: John Crocco, Director of Education/Secretary-Treasurer
Date: November 13, 2018



**REPORT TO THE COMMITTEE OF THE WHOLE MEETING
NOVEMBER 13, 2018
CAPITAL PROJECTS PROGRESS REPORT UPDATE**

BACKGROUND INFORMATION

Individual progress reports for capital projects are presented as follows:

In Progress

ADDITIONS

Appendix A	Our Lady of Mount Carmel Catholic Elementary School
Appendix B	Monsignor Clancy Catholic Elementary School

The Capital Projects Progress Report Update is presented for information.

Prepared by: Scott Whitwell, Controller of Facilities Services
Presented by: Scott Whitwell, Controller of Facilities Services
Approved by: John Crocco, Director of Education/Secretary-Treasurer
Date: November 13, 2018



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
November 13, 2018**

APPENDIX A

OUR LADY OF MOUNT CARMEL CATHOLIC ELEMENTARY SCHOOL

Scope of Project: Design and construction of 3 child care room addition.

Current Status: Design work is underway.

Project Information:

New Area to be Constructed	TBD	sq. ft.
Child Care Spaces Added	49	spaces



Project Funding:

Child Care	1,557,887
	<hr/>
	\$1,557,887

Project Costs:

	<u>Budget</u>	<u>Paid</u>
Construction Contract	TBD	0
Fees & Disbursements	TBD	\$19,492
Other Project Costs	TBD	\$8,423
	<hr/>	<hr/>
	\$1,557,887	\$27,915

Project Timelines:

	<u>Scheduled Completion</u>	<u>Actual Completion</u>
Funding Approval	December 21, 2017	December 21, 2017
Ministry Approval (space)		
Architect Selection	July 17, 2018	
Design Development		
Contract Documents		
Tender & Approvals		
Ministry Approval (cost)		
Ground Breaking Date		
Construction Start		
Occupancy	Fall 2019	
Official Opening & Blessing		

Project Team:

Architect	Venerino V.P. Panici Architect Inc.
General Contractor	TBD
Project Manager	Tunde Labbancz
Superintendent	Pat Rocca
Principal	Domenic Massi



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
November 13, 2018**

APPENDIX B

MONSIGNOR CLANCY CATHOLIC ELEMENTARY SCHOOL

Scope of Project: Design and construction of a consolidated Monsignor Clancy/St. Charles Catholic Elementary School and New Child Care.

Current Status: Design work is underway.

Project Information:

New Area to be Constructed	TBD	sq. ft.
Pupil Places Added	104	students
New Facility Capacity	677	students
Child Care Places Added	49	places



Project Funding:

Capital Priorities	3,482,495
Child Care	1,557,887
	<hr/>
	\$5,040,382

Project Costs:

	Budget	Paid
Construction Contract	TBD	0
Fees & Disbursements	TBD	0
Other Project Costs	TBD	13,334
	<hr/>	<hr/>
	\$5,040,382	13,334

Project Timelines:

	Scheduled Completion	Actual Completion
Funding Approval	March 13, 2018	March 13, 2018
Ministry Approval (space)		
Architect Selection	July 19, 2018	
Design Development		
Contract Documents		
Tender & Approvals		
Ministry Approval (cost)		
Ground Breaking Date		
Construction Start		
Occupancy	Fall 2020	
Official Opening & Blessing		

Project Team:

Architect	Venerino V.P. Panici Architect Inc.
General Contractor	TBD
Project Manager	Tunde Labbancz
Superintendent	Lee Ann Forsyth-Sells
Principal	Dan Trainor

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE MEETING
NOVEMBER 13, 2018**

PUBLIC SESSION

**TITLE: COMMITTEE OF THE WHOLE SYSTEM PRIORITIES AND
BUDGET 2018-2019 UPDATE**

The Committee of the Whole System Priorities and Budget 2018-2019 update report is presented for information.

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

Presented by: John Crocco, Director of Education/Secretary-Treasurer
Senior Administrative Council

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

Date: November 13, 2018



**REPORT TO THE COMMITTEE OF THE WHOLE
NOVEMBER 13, 2018**

**COMMITTEE OF THE WHOLE SYSTEM PRIORITIES AND BUDGET
2018-2019 UPDATE**

BACKGROUND INFORMATION

At each month's Committee of the Whole meeting, the Director of Education and members of Senior Administrative Council will provide a verbal update on the implementation of the annual Board approved System Priorities and Budget 2018-2019.

This monthly report information, will be provided through a visual presentation.

This monthly report will provide an opportunity for the continued engagement and dialogue with the Committee of the Whole on the status of the implementation of the annual System Priorities and Budget.

The Committee of the Whole System Priorities and Budget 2018-2019 update report is presented for information.

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

Presented by: John Crocco, Director of Education/Secretary-Treasurer
Senior Administrative Council

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

Date: November 13, 2018

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
NOVEMBER 13, 2018**

PUBLIC SESSION

**TITLE: PROPOSED JOINT-USE SCHOOL WAINFLEET –
STAFF REPORT**

RECOMMENDATION

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board receive the Proposed Joint-Use School Wainfleet – Staff Report for information.

Prepared by: Ted Farrell, Superintendent of Education
Kathy Levinski, Administrator of Facilities Services
Scott Whitwell, Controller of Facilities Services

Presented by: Ted Farrell, Superintendent of Education
Kathy Levinski, Administrator of Facilities Services
Scott Whitwell, Controller of Facilities Services

Recommended by: John Crocco, Director of Education, Secretary/Treasurer

Date: November 13, 2018



REPORT TO COMMITTEE OF THE WHOLE NOVEMBER 13, 2018

PROPOSED JOINT-USE SCHOOL WAINFLEET - STAFF REPORT

BACKGROUND INFORMATION

The Niagara Catholic Long-Term Accommodation Plan (LTAP) 2016-2021 was approved by the Niagara Catholic District School Board in April 2016. At the time of the report, enrolment at St. Elizabeth Catholic Elementary School was 111 and projected to be 120 in the 2018-2019 school year. Enrolment is currently 87 pupils.

The LTAP recommended the pursuit of partnerships to address the underutilization at the school and if unsuccessful, to consider a Pupil Accommodation Review.

Community Partnership Meetings were held in November 2016 and December 2017. Invitations have been through direct mailing and through local newspapers. There has been no expressions of interest from community agencies in a partnership with the Niagara Catholic District School Board for St. Elizabeth Catholic Elementary School.

On November 29th, 2017, the Board received a letter from the District School Board of Niagara to consider supporting a proposed joint-use elementary school between St. Elizabeth Catholic Elementary School, Winger and William E. Brown Public Schools all located in Wainfleet.

At the December 19th, 2017 meeting of the Niagara Catholic District School Board, the Board approved the following motion:

“THAT the Niagara Catholic District School Board will engage in initial staff level discussions in the new year on a proposed joint-use school in Wainfleet with the District School Board of Niagara; will notify the community of St. Elizabeth Catholic Elementary School of the proposal, and that an initial staff report will be brought to a future Board Meeting for the information and consideration of the Board.”

A Community Consultation Meeting for input was held at St. Elizabeth Catholic Elementary School on February 15th, 2018. Input from the meeting is included in Appendix A.

At the February 27th, 2018 meeting of the Niagara Catholic District School Board, the Board received the initial staff report and approved the following motion:

“THAT the Niagara Catholic District School Board make an application to the Ministry of Education Joint-Use Seed Funding Program with the District School Board of Niagara, and if successful, steps will be taken to further develop the joint-use school project and report back to the Board for further approvals as required.”

A meeting with St. Elizabeth Catholic staff for input was held on March 21st, 2018.

The Joint-Use Seed Funding Application was submitted and the application approved by the Ministry of Education in April 2018. Watson and Associates Economists Ltd. was engaged to provide advice, data and analysis to help determine the viability of a Joint-Use school in Wainfleet. The report entitled, “Township of Wainfleet Viability of a Joint Elementary School, Initial Report, Supplementary Information” dated October 26, 2018 provides updated enrolment projections, demographic analysis, a summary level facility condition and school operations analysis (see Appendix B).

As the Board is aware, St. Elizabeth Catholic Elementary School is located in the Township of Wainfleet, one of the largest municipalities by land area in the Region of Niagara, 217.4 km, but the smallest by population, 6372 according to the 2016 Census.

The school was built in 1959 on an eight-acre site and has had four additions. The school’s five year capital renewal needs total more the \$1 million and annual operations expenditures average \$200,000, almost double the Board average per student.

The current enrolment of St. Elizabeth Catholic Elementary School, with an On-The-Ground Capacity of 187, is 87 pupils, for a utilization rate of 47%. Enrolment is expected to increase by approximately 30% over the next fifteen years; however, utilization rates are expected to continue to be below 70%.

The Watson Report notes that future residential growth in Wainfleet is rural and limited; the next closest schools, St. John Bosco Catholic Elementary in Port Colborne and St. Ann Catholic Elementary School in Fenwick are 13 km and 16 km away, respectively. Due to the size and projected enrolment of St. Elizabeth Catholic Elementary School stand-alone capital funding opportunities will be limited.

In the absence of a partnership with the District School Board of Niagara for a joint-use build alternative strategies to address the challenges created due to declining enrolment at St. Elizabeth Catholic include:

1. Status Quo,
2. Pursue an Attendance Area Review involving the nearest local schools,
3. Conduct a study to investigate reduction of the footprint of St. Elizabeth Catholic Elementary School to reduce the on the ground capacity,
4. Conduct a Pupil Accommodation Review and consolidate St. Elizabeth Catholic with a neighbouring school conditional upon Ministry funding. An Attendance Area Review would be required to adjust boundaries.

As noted earlier, the recommendation of the Niagara Catholic District School Board Long Term Accommodation Report 2016-2021 to pursue partnerships for St. Elizabeth Catholic Elementary School has not been successful, to date.

The District School Board of Niagara recently completed its Wainfleet Pupil Accommodation Review. The Final Staff Report, presented to Trustees on October 23rd, 2018, provided the following recommended option: *“To consolidate William E. Brown PS and Winger PS into a joint-use DSBN-NCDSB school to open for the 2021-22 school year on a site within the Wainfleet Village Hamlet”*.

An addendum to the Final Staff Report, if required, will be presented to Trustees on November 27th, 2018 following Delegations to the Trustees of the District School Board of Niagara (see Appendix C).

A joint-use school project with the District School Board of Niagara in Wainfleet will require extensive planning and cooperation between the two school boards and capital funding from the Ministry of Education.

NEXT STEPS

In order to maintain a Catholic school presence in the rural Wainfleet community, a partnership with the District School Board of Niagara for a joint-use school and capital funding should be considered further. Members of staff will:

1. Hold an additional public consultation meeting, at St. Elizabeth Catholic Elementary School to provide an update to the community on the results of the Township of Wainfleet – Viability of a Joint Elementary School and receive feedback.
2. Prepare a report for consideration of the Niagara Catholic District School Board on the feedback received from the community consultation meeting, with recommendations.

Attachments

Appendix A – Minutes of the Community Consultation Meeting, February 15, 2018

Appendix B - Township of Wainfleet Viability of a Joint Elementary School - Initial Staff Report Supplementary Information, Watson & Associates Economists Ltd.

Appendix C - District School Board of Niagara Final Staff Report to Program and Planning Committee Meeting, October 15, 2018

RECOMMENDATION

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board receive the Proposed Joint-Use School Wainfleet – Staff Report for information.

Prepared by: Ted Farrell, Superintendent of Education
Kathy Levinski, Administrator of Facilities Services
Scott Whitwell, Controller of Facilities Services

Presented by: Ted Farrell, Superintendent of Education
Kathy Levinski, Administrator of Facilities Services
Scott Whitwell, Controller of Facilities Services

Recommended by: John Crocco, Director of Education

Date: November 13, 2018



“The Niagara Catholic District School Board, through the charisms of faith, social justice, support and leadership, nurtures and enriching Catholic learning community for all to reach their full potential and become living witness of Christ.”

**MINUTES
ST. ELIZABETH CATHOLIC ELEMENTARY SCHOOL**

COMMUNITY CONSULTATION MEETING

February 15, 2018

6:30 p.m.

Minutes of the St. Elizabeth Catholic Elementary School Community Consultation Meeting of February 15, 2018 at 6:30 p.m.

The following staff members were in attendance:

Ted Farrell, Superintendent of Education; Yolanda Baldasaro, Family of Schools Superintendent of Education; Kathy Levinski, Administrator of Facilities Services; Scott Whitwell, Controller of Facilities Services; Kim Kuchar, Principal of St. Elizabeth Catholic Elementary School; and Mary Gallardi, Administrative Assistant, Recording Secretary.

There were 24 members of the public in attendance, 10 attendees have children enrolled in St. Elizabeth Catholic School, and Dino Sicoli, Trustee.

A. WELCOME

Superintendent Baldasaro welcomed and thanked everyone for attending this evening at St. Elizabeth Catholic Elementary School

B. OPENING PRAYER

Principal Kuchar opened with a prayer.

C. PURPOSE

Superintendent Farrell welcomed and thanked everyone for attending and advised that the purpose of tonight’s meeting was to provide information and receive input from the community in order to provide the Board of Trustees with an Initial Staff Report at the February 27, 2018 Board Meeting with respect to entering into a proposed joint-use school in Wainfleet with the District School Board of Niagara.

Superintendent Farrell reviewed the agenda and advised that there would be an opportunity for each and everyone present to provide input this evening.

D. BACKGROUND INFORMATION

Superintendent Farrell and Kathy Levinski presented the slide deck, and advised that it would be posted on the Board website on February 16, 2018. The slide deck is attached as Appendix A.

QUESTIONS & COMMENTS:

What is the utilization and the number of students in the board?

Superintendent Farrell: There are approximately 21,000 total students with just over 14,000 elementary students. There are over 17,000 pupil spaces available.

The 3 Wainfleet schools have over 600 pupils total does that mean they fill up this school then the rest of the kids go to the public schools?

Superintendent Farrell: If the Niagara Catholic District School Board indicates an interest in a proposed joint-use school, the District School Board of Niagara with Trustee approval would then conduct a pupil accommodation review involving their two local schools. If their recommendation was approved, the two boards would then need to submit a business case, based on a partnership between the two boards that would consolidate the three local schools into a new build.

So you are saying this building will be torn down or kept?

Superintendent Farrell: Any discussion on that is premature. There are many steps to go through before a decision on that would be made.

E. FACILITATED SESSION FOR PUBLIC INPUT

Superintendent Farrell presented the Interview Matrix Process for soliciting public feedback. He indicated that the session is unfiltered and asked that everyone provide honest and open feedback. All in attendance were directed to form groups and provide feedback to each of the four to answer four questions provided. The individual responses returned, 19 of 24, are included in Appendix B.

Individual responses to each of the four questions were shared with the entire group, using table interviews. Interviewers recorded responses on the question sheets provided and are provided in Appendix C.

Attendees were then divided into groups with similar questions and asked to discuss their responses and place them on a flipchart.

Once completed, one representative from each group presented the group's response. Following the group presentation there was an opportunity to ask questions to seek clarity and provide comments.

Superintendent Farrell then asked those in attendance if the comments listed on the flipchart accurately captured the feedback provided. Each of the flipcharts has been provided in Appendix D.

F. REVIEW OF TIMELINES

Superintendent Farrell reviewed the timelines and indicated that the input from this meeting would be provided to Trustees at the upcoming Board Meeting on Tuesday, February 27th, 2018. The community would then be informed of any Trustee decision to continue to investigate the joint-use proposal.

G. OTHER OPPORTUNITES FOR INPUT

Superintendent Farrell advised that under the Accommodation Planning tab on Niagara Catholic's website there is opportunity to provide further feedback, for those in attendance this evening and for those who were unable to attend. The contact information, for Kathy Levinski, Administrator of Facilities Services was also provided.

H. QUESTIONS

Superintendent Farrell opened the floor for questions.

Has the government cut off small school rural funding?

Superintendent Farrell: We do receive some funding, but not enough to cover the costs of the underutilized space. There is a small grant for rural schools but it is minimal.

What level is that funding?

Superintendent Farrell: We receive the same funding per pupil but the funding for rural schools does not allow the Board to recoup the costs of empty seats. The larger schools in the board subsidize the smaller schools.

You have taken snapshot of the current population & growth. The concept of a joint-use school is good if we take the snapshot of how it is now. The issue from a Catholic point of view is how will we maintain the integrity of the Catholic system. Has the Board considered the projected growth in the Wainfleet area because there are people moving here?

Superintendent Farrell - The projections shown were provided by a consulting firm that engages the upper tier and lower tier municipalities for development information. This information takes into into account all growth from single-family homes, semis, apartments and average number of students that we can expect from the developments.

If these projected numbers are accurate then the conversation is over. With these numbers the Board can't afford to sustain this ongoing situation.

There are three schools in our municipality all under capacity. St. Elizabeth is 51% of capacity and the two public schools operate around 70%. When you take all three into consideration, we are talking about selling 3 buildings and building one new one. Two schools currently here could take all of the students. Why build a new one?

Superintendent Farrell: With a new school the three schools would be in one building. It is our hope to continue to have a separate Catholic school in Wainfleet. If we pursue the proposal, the three schools would become one joint school with shared gymnasium and library.

Superintendent Baldasaro indicated that a new school would still be two distinct footprints within the same building.

It took since 1700 to get where we are today. The steps we are taking today need to be carefully considered or Catholic schools are not going to mean anything in the long run. But from a practical point of view a joint-use school makes total sense.

If we build a joint school for Catholics and the other students, then the cost per student, will not get any better?

Superintendent Farrell: If a new school is built we would gain operating efficiencies. We pay for our school; they pay for theirs. We have a beautiful Catholic school community here at St. Elizabeth. We are able to ensure there is a distinct difference between the two schools, as we do currently at Loretto Catholic. That identity is not lost by sharing a facility.

If you build a new school with less space, and this school is paid for and this is not a tear down, the cost per student and putting up a new school is going to drive the cost per student up. Why don't we leave this school as is and if we don't need a chunk of it then adios?

Superintendent Farrell: Reducing the footprint is one opportunity to reduce expenses. Another is to redraw the boundaries, which is difficult given the rural location of the school. Another option is to conduct a pupil accommodation review and potentially close the school and redistribute students.

When utilization falls below 65% it translates to decreased funding to the Board, which was a shortfall of around \$240,000. We are roughly ¼ of that.

Does the public school board have same thresholds reduction in funding?

Superintendent Farrell: The funding thresholds are the same for school boards in the province.

The selling price for the public school on Burnaby Road was \$200,000. When you talk about selling, what happens when your 1/3 – 2/3 swaps and you have 50/50?

Superintendent Farrell: Through the process, if we proceed the board will ensure that there is sufficient space for our students at a suitable site.

The real advantage we have now is a quaint school with the Church and the arena, etc. We need input as to how much a new school would cost and does that come with a new church?

If move off site you detach from the church which is a critical, unique and intimate part of the school. It is hard to believe that this 25% of the underfunding is worth entertaining this concept. What is the forecast for further reductions for underutilization?

Superintendent Farrell: Our options do not include a new build for the Church. That is something for the Diocese to decide. Our enrolment projections are not showing growth.

What happens if we build a new school? For example, will we get more gym equipment or is that shared?

Superintendent Farrell: Each school has their own gym equipment.

Is the funding for all of this is absorbed by the Government?

Superintendent Farrell: First of all, the decision of whether we decide to pursue the proposal and proceed with a joint-use school lies solely with the Board of Trustees. If the Trustees decide to proceed, and DSBN completes an accommodation review that recommends they pursue consolidations, then we would prepare a business case and apply for funding for a new school. Niagara Catholic will not proceed unless funding is provided by the provincial government.

What happens if we build on a different site and you sell this property? Where does the money go?

Superintendent Farrell: All proceeds from school sales goes into an account called Proceeds of Disposition. These funds can only be spent on school facilities.

The bus system does not match the boundaries at the Wainfleet-Dunnville boundary. The bus drives right by the houses in Brant-Haldimand. Why can't the students be recruited to come to Niagara?

Superintendent Farrell: Each school board has its own boundaries. We have an agreement that involves secondary students but we do not have one that involves elementary.

The work to rule really hurt this school. Some students left because of it.

Will there be a meeting where we are with the public board to meet together?

Superintendent Farrell: At this point in the process, that is premature.

Can I suggest for students at St. Elizabeth to put down their thoughts?

Superintendent Farrell: Yes.

Superintendent Farrell thanked everyone for their attendance and input this evening.

I. FURTHER ACTION

Report to Board of Trustees on February 27, 2018

Communication of decision to community and next steps

J. ADJOURNMENT

The meeting was adjourned at 8:55 p.m.

ST. ELIZABETH CATHOLIC ELEMENTARY SCHOOL

Community Consultation Meeting

Thursday February 15, 2018

6:30 p.m.





NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

Agenda

- A. **WELCOME – Yolanda Baldasaro**
- B. **OPENING PRAYER – Kim Kuchar**
- C. **PURPOSE**

Community consultation for investigation of joint-use school with DSBN

- D. **BACKGROUND INFORMATION**
- E. **FACILITATED SESSION FOR PUBLIC INPUT**
- F. **REVIEW OF TIMELINES**
- G. **OTHER OPPORTUNITIES FOR INPUT**
- H. **QUESTIONS**
- I. **FURTHER ACTION**
 - A. *Report to Board of Trustees – February 27, 2018*
 - B. *Communication of decision to community and next steps*
- J. **ADJOURNMENT**

Purpose

Niagara Catholic District School Board has been asked to consider a joint-use school in Wainfleet.

Consultation for input on joint-use school.

Out of scope: staffing, location, design of potential new school.



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

Background Information

Niagara Catholic has had two joint-use school partnerships with DSBN:

Currently at Loretto Catholic Elementary School, Niagara Falls

- constructed in 1999
- Loretto Catholic enrolment is 578
- 80,000 square feet in total with shared library and gymnasium

Previously at Michael J. Brennan Catholic, St. Catharines

- JK – Grade 6 school was consolidated and sold in 2014

Background Information How We Got Here

- Ministry of Education Guidelines and initiatives to encourage school boards to make efficient use of school space
- Reduction of provincial funding for schools with fewer students (less than 65% utilization)
- Declining enrolment - since 2010 there are 2500 fewer pupils
- 2,788 excess pupil spaces in elementary and secondary panels as of October 2017
 - **2,481 elementary spaces**
 - **307 secondary spaces**

Niagara Catholic District School Board Financial Implications

- Reduction in Niagara Catholic Top Up Funding for elementary panel ~ \$240,000 (<65% of capacity) for 2017-2018
- Total cost of underutilized pupil spaces for the Board is about \$2.7 million
 - **\$2.4 million for elementary**
 - **\$300,000 for secondary**



Community Planning and Partnerships

- Two Community Planning and Partnerships meetings have been held:
 - November 30, 2016
 - December 13, 2017

- Niagara Catholic has been actively looking for partnerships for St. Elizabeth Catholic Elementary School to better utilize the school.

- District School Board of Niagara proposed joint use school partnership in November 2017.



Long Term Accommodation Plan – 2016-2021

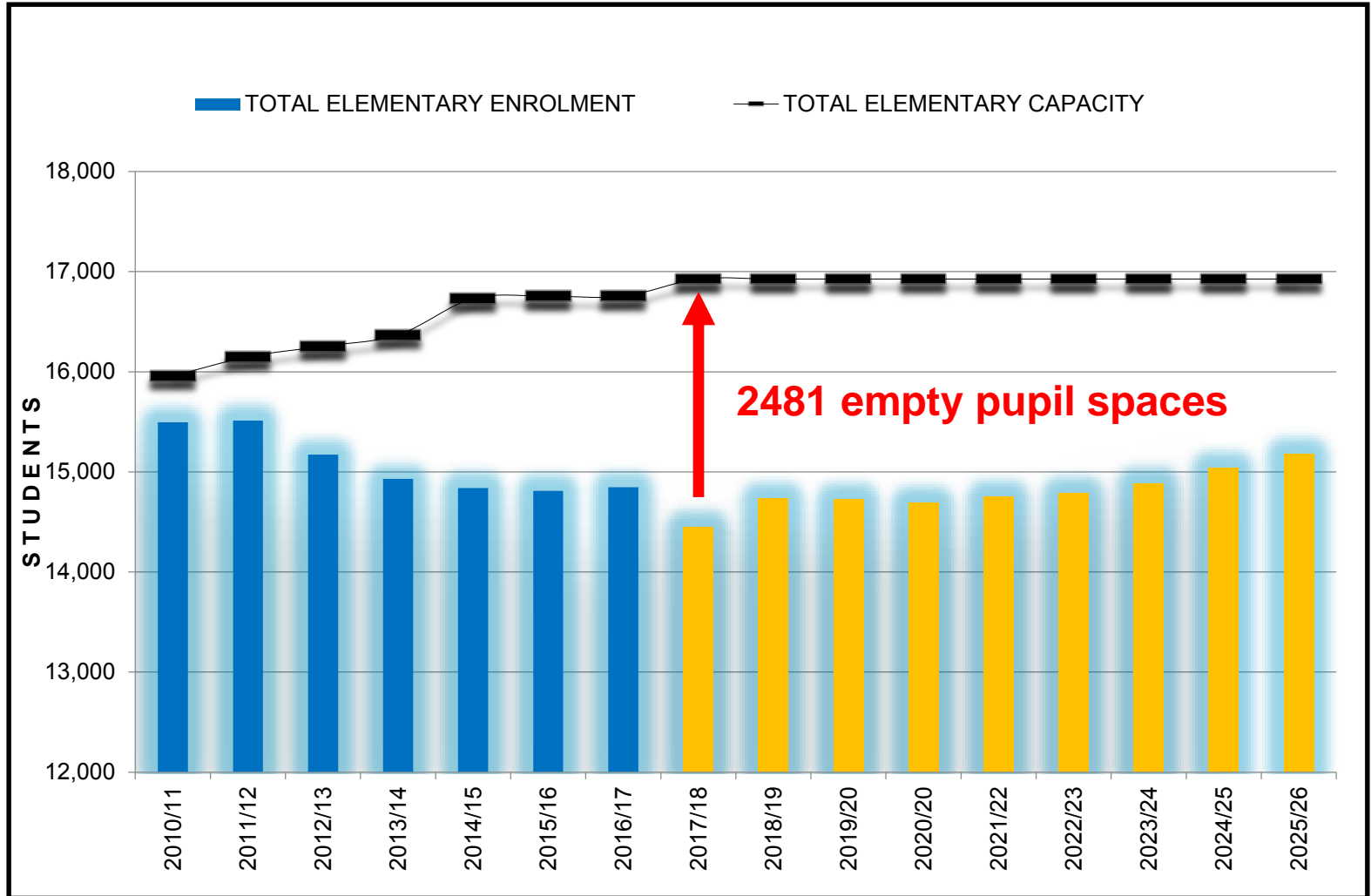
- On May 24, 2016 the Board endorsed the consolidated **Long Term Accommodation Plan 2016-2021 (LTAP)**
- The LTAP identifies:
 - Demographics, enrolment and programs offered
 - Open and operating schools that may have unused space
 - Schools that may be candidates for consolidation
- The plan provides transparent information to Board staff, municipalities, the public and potential partners



Long Term Accommodation Plan – 2016-2021 St. Elizabeth Catholic

- **Recommendation for St. Elizabeth Catholic Elementary School in the LTAP is to pursue partnerships to address underutilization.**
- **If partnerships do not address the underutilization, it may be necessary to pursue Pupil Accommodation Review.**

Niagara Catholic District School Board Historical and Projected Elementary Enrolment





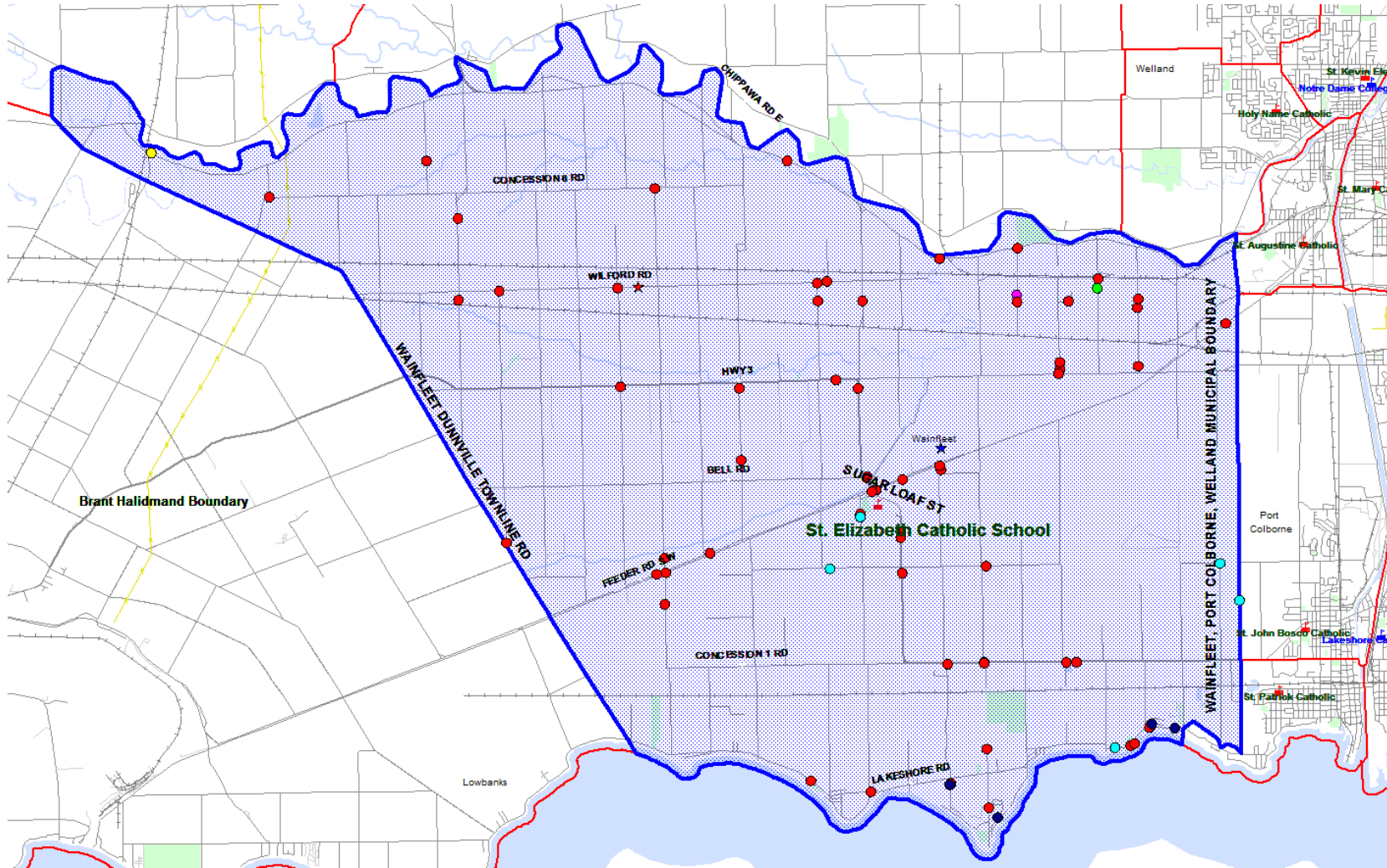
NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

ST. ELIZABETH CATHOLIC ELEMENTARY SCHOOL PROFILE



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

ST. ELIZABETH CATHOLIC ELEMENTARY SCHOOL Catchment Map





NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

ST. ELIZABETH CATHOLIC ELEMENTARY SCHOOL Catchment Information

School of Attendance	No. of Students
No of students attending in catchment	96
No. of students attending elsewhere	20
No. of students living in catchment	116



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

ST. ELIZABETH CATHOLIC ELEMENTARY SCHOOL

Facilities Profile

Original Building	1959, 304 m ² /3,272 ft ²
Additions	1964, 1965, 1967, 1978 1766 m ² /19,010 ft ²
School building total	2070m ² /22,282 ft ²
Property Size	3.24 hectares 8.01 acres
Classrooms	7 regular classrooms plus 1 purpose built kindergarten room 1 library 1 gymnasium
Organization	5 classroom teachers .5 principal
Facility Condition Index	20%

ST. ELIZABETH CATHOLIC ELEMENTARY SCHOOL

Long Term Accommodation Plan Enrolment Projections

St. Elizabeth	14-15	15-16	16-17	17-18	18-19	19-20	20-21	21-22	22-23	23-24	24-25	25-26
On the Ground Capacity	187	187	187	187	187	187	187	187	187	187	187	187
Total Enrolment	108	111	114	120	120	120	122	124	123	123	125	123
Students Under/ Over Capacity	79	76	73	67	67	67	65	63	64	64	62	64
Utilization	58%	59%	61%	64%	64%	64%	65%	66%	66%	66%	67%	66%



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

ST. ELIZABETH CATHOLIC ELEMENTARY SCHOOL Current Enrolment

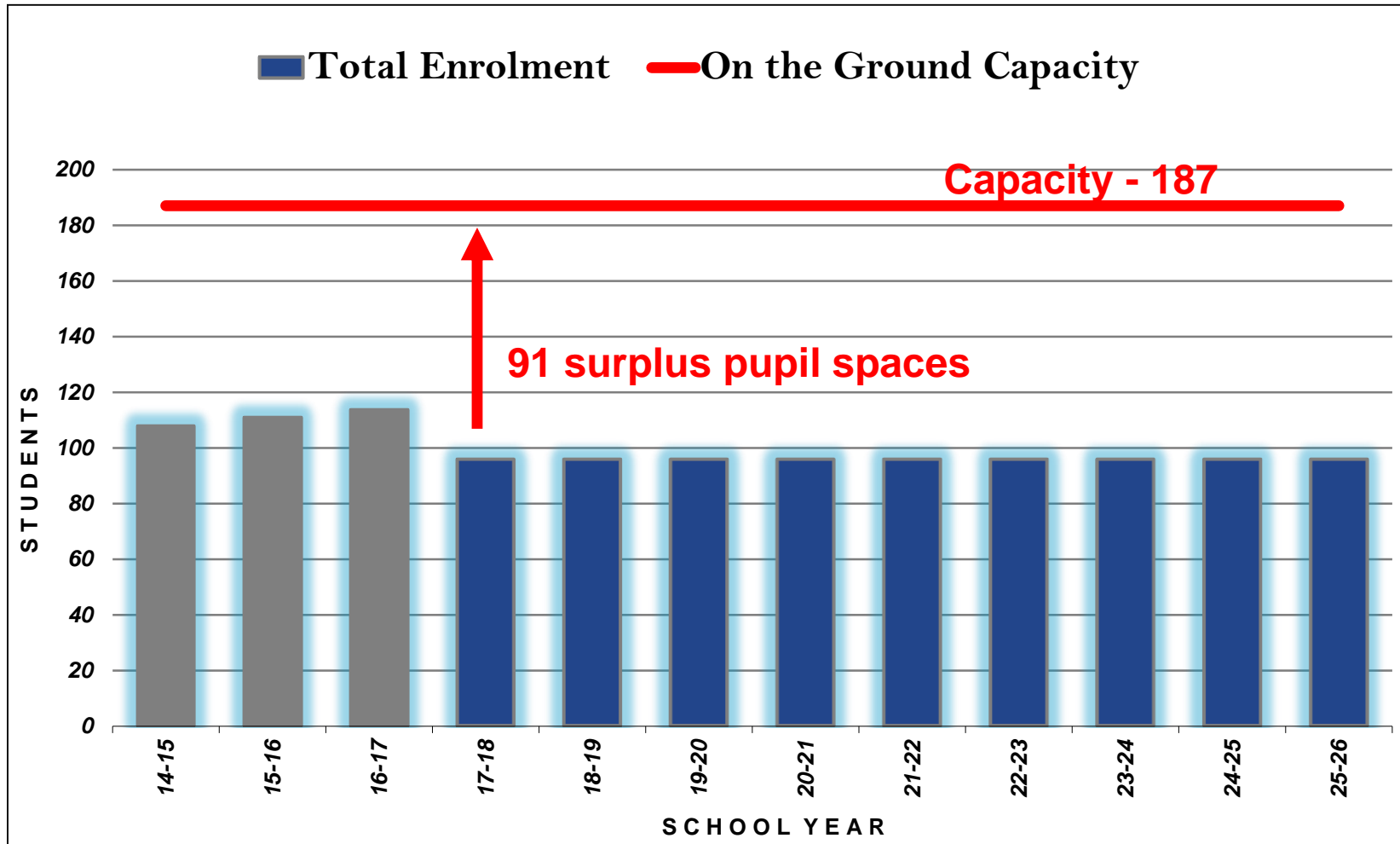
St. Elizabeth	14-15	15-16	16-17	17-18	18-19	19-20	20-21	21-22	22-23	23-24	24-25	25-26
On the Ground Capacity	187	187	187	187	187	187	187	187	187	187	187	187
Total Enrolment	108	111	114	96	120	120	122	124	123	123	125	123
Students Under/ Over Capacity	79	76	73	67	67	67	65	63	64	64	62	64
Utilization	58%	59%	61%	51%	64%	64%	65%	66%	66%	66%	67%	66%



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

ST. ELIZABETH CATHOLIC ELEMENTARY SCHOOL

Surplus Spaces

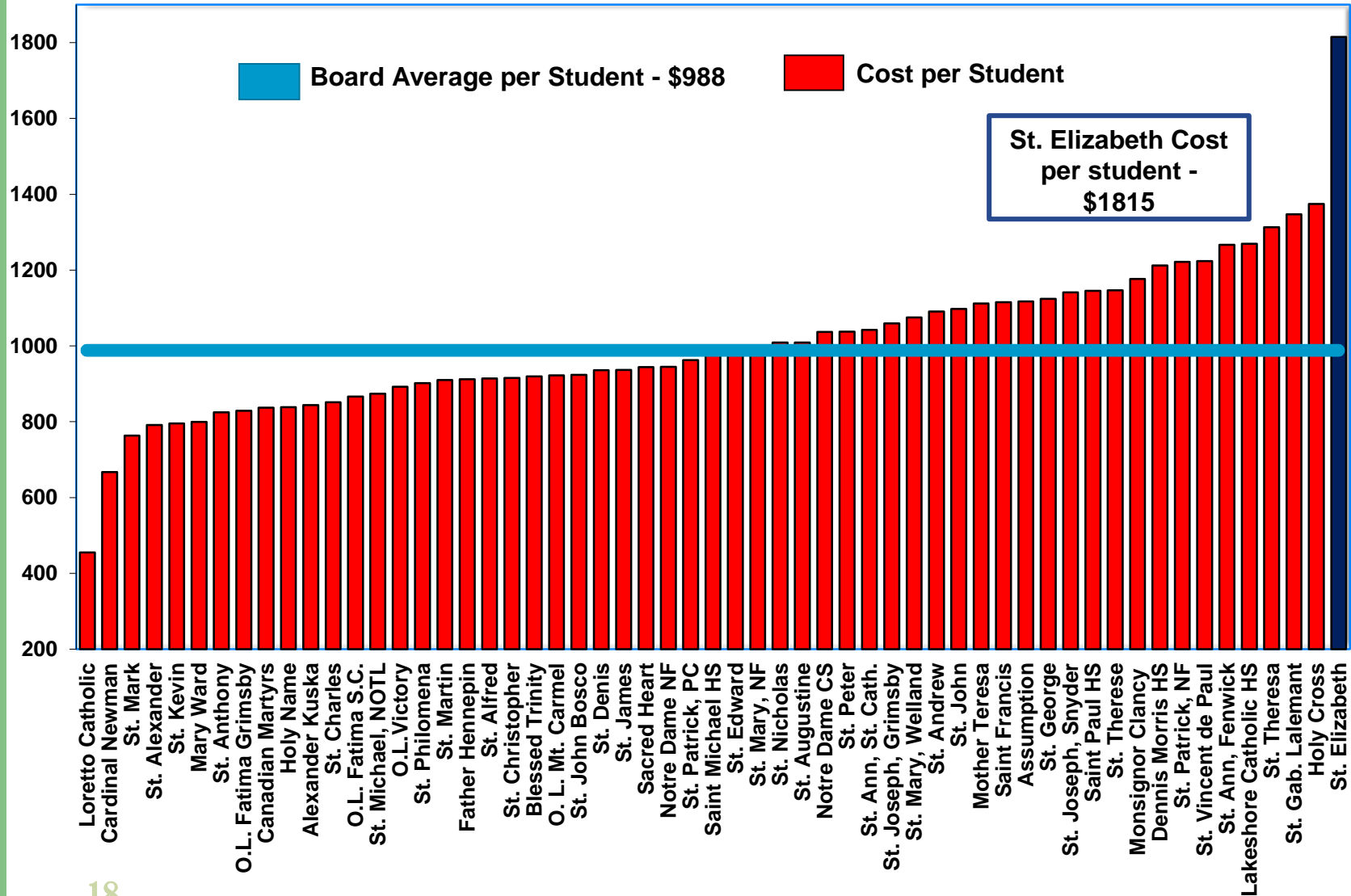




NIAGARA CATHOLIC DISTRICT SCHOOL BOARD

Operations and Maintenance Costs

2016-2017 Data





NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

ST. ELIZABETH CATHOLIC ELEMENTARY SCHOOL Financial Implications

Based on 2016-2017 data

Total Operations Expenditure	\$192,456
Enrolment	106
On-The-Ground Capacity	187
Total Operations Expenditure/Pupil	\$1,816
Total Operations Expenditure/Pupil Space	\$1,029
Additional Operations Expenditure due to Underutilization per Pupil	\$787

The annual operations and maintenance costs for the underutilized space at Elizabeth Catholic Elementary School was \$63,750.



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

ST. ELIZABETH CATHOLIC ELEMENTARY SCHOOL

Map of Wainfleet Elementary Schools

Public and Catholic Elementary Schools in the Township of Wainfleet





ST. ELIZABETH CATHOLIC ELEMENTARY SCHOOL

Wainfleet School Enrolment and Utilization

	ST. ELIZABETH CATHOLIC	WILLIAM E. BROWN PUBLIC	WINGER PUBLIC	TOTAL
OTG Capacity	187	233	265	685
Oct. 2017 Enrolment	96	174	193	464
Utilization	51%	75%	73%	

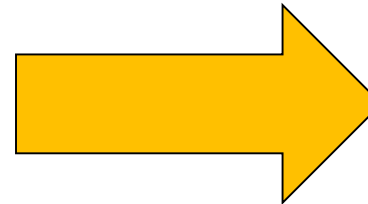
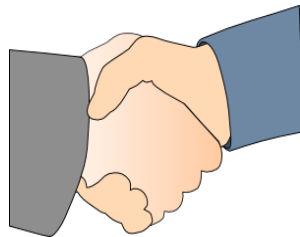
Current enrolment for St. Elizabeth CES
Projected for DSBN schools

Where are We Now?

Long Term
Accommodation
Plan 2016-2021



Community
Planning &
Partnerships



Consultation
With School
Community





NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

FACILITATED SESSION FOR PUBLIC INPUT



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

ETIQUETTE

- 1. Be respectful**
- 2. Listen attentively to others**
- 3. Participate to the fullest of your ability**
- 4. Goal is not to agree, but to gain deeper understanding and record responses**



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

Individual Preparation

Quietly and individually write your own responses to the four questions on the paper provided.



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

INTERVIEW MATRIX PROCESS

- 1. The Interview (15 minutes)**
- 2. Editorial Board (10 minutes)**
- 3. Report Back (10 minutes)**



The Interview: (Part 1 – 15 minutes)

1. Each person will sit at a table of 4, each person will have a different question.
2. Each person is responsible for collecting data on a question.
3. All four questions and space for responses will be provided on one sheet of paper to each person.
4. A few minutes will be provided to review each of the questions and write down own responses.
5. Everyone will “interview” and be “interviewed” by each person in your group of four.
6. Write down the responses from each person at your table to the question you have been assigned.

Purpose

Niagara Catholic District School Board has been asked to consider a joint-use school in Wainfleet.

Consultation for input on joint-use school.

Out of scope: staffing, location, design of potential new school.



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

INTERVIEW QUESTIONS

- 1. What are the advantages of the joint-use school proposal?**
- 2. What are the disadvantages of the joint-use school proposal?**
- 3. What factors should the Board consider in pursuing a joint-use school?**
- 4. What other alternatives could the Board consider for St. Elizabeth Catholic to deal with excess pupil space?**



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

INTERVIEW MATRIX – 1ST SESSION

INTERVIEWER

RESPONDER

1



2

3



4

INTERVIEW MATRIX – 2ND SESSION

INTERVIEWER

RESPONDER

2



1

4



3



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

INTERVIEW MATRIX – 3RD SESSION

INTERVIEWER

RESPONDER

1



3

2



4

INTERVIEW MATRIX – 4TH SESSION

INTERVIEWER

RESPONDER

3



1

4



2



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

INTERVIEW MATRIX – 5TH SESSION

INTERVIEWER

RESPONDER

1



4

3



2



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

INTERVIEW MATRIX – 6TH SESSION

INTERVIEWER

RESPONDER

4 → **1**

2 → **3**



The Editorial Board: (Part 2 – 10 minutes)

Gather with those with the same questions

- compare notes
- find common themes
- look for unique inputs and ideas

Record the best consensus ideas on the flipchart provided

Prepare your team presentation



Sharing Responses: (Part 3 – 10 minutes)

Individual groups will present their responses to the entire group to ensure that:

- all input has been gathered
- staff understand responses

Review of Timelines

- **Input from community to be provided at the Board Meeting on Tuesday February 27, 2018.**
- **Decision by Trustees to investigate proposed joint-use school.**
- **Community will be informed of Trustee decision to investigate joint-use proposal and next steps.**

Additional Opportunities for Input

Feedback Form has been posted on Board website at niagara.catholic.ca under:

- **Accommodation Planning,
St. Elizabeth Consultation**

**Contact Kathy Levinski, Administrator of
Facilities Services at 905-735-0240, ext. 273**

Additional Opportunities for Input



board ▾ Schools ▾ Programs ▾ Calendar Careers ▾ Newsroom ▾ Accommodation Planning ▾ Students ▾ Parents

search 

- Check for Delays and Cancellations 
- Transportation
- Father
- Partners
- Schools
- Networks
- Facebook

- Long-Term Accommodation Plan 2016-2021
- Pupil Accommodation Review
- Attendance Area Reviews
- French Immersion Program
- Partnership
- Capital Construction
- St Elizabeth Consultation**

St Elizabeth Consultation

Name

First Last

Email

Feedback:



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD



Appendix B

Individual Responses to the following questions:

1. What are the advantages of the proposed joint-use school?
2. What are the disadvantages of the proposed joint-use school?
3. What factors should the Board consider in pursuing a joint-use school?
4. What other alternatives could the Board consider for St. Elizabeth Catholic to deal with excess pupil spaces?

(19 of 24 individual attendees returned their response sheet)

Name: Erica Sillanpaa

Do you have a child attending St. Elizabeth? Yes No

1. What are the advantages of the proposed joint-use school? (Please Print)

- Catholic school within Wainfleet
- ↓ cost per student
- facility better used
- new facility

2. What are the disadvantages of the proposed joint-use school? (Please Print)

- new environment - less community-unity
- no known location for new site - possible move could distance school from church - local community involvement.

3. What factors should the Board consider in pursuing a joint-use school? (Please Print)

- keeping the same site/location
- the impact of the size of St. E. population vs. public - possible bullying.

4. What other alternatives could the Board consider for St. Elizabeth Catholic to deal with excess pupil space? (Please Print)

- building on to this site
- expanding area covered by St. E.

Name: Loeffen Family Do you have a child attending St. Elizabeth? Yes No

1. What are the advantages of the proposed joint-use school? (Please Print)

Better use of tax dollars

2. What are the disadvantages of the proposed joint-use school? (Please Print)

Larger population sharing
The 'differences' Catholic vs public ? bullying... already happening on shared buses.

3. What factors should the Board consider in pursuing a joint-use school? (Please Print)

Location - St. Elizabeth's is ideal & the church, public library, & arena in walking distance. Largest gym.
Huge playground right in the heart of Wainfleet.
How long would it take before go-time?

4. What other alternatives could the Board consider for St. Elizabeth Catholic to deal with excess pupil space? (Please Print)

Adult learning programs } in spare rooms. Evening classes

Name: GARY SPES

Do you have a child attending St. Elizabeth? Yes No

1. What are the advantages of the proposed joint-use school? (Please Print)

(written)

- CENTRAL LOCATION MAY ATTRACT MORE ST. ELIZABETH CATHOLIC
- LOWER OPERATIONS & MAINTENANCE COSTS
- NEW FACILITY
- NEW FACILITY ATTRACTS POTENTIALLY MORE NEW RESIDENTS.

2. What are the disadvantages of the proposed joint-use school? (Please Print)

- POTENTIAL OFF-SITE LOCATION
- UNIFORMS
- AWAY FROM CHURCH, LIBRARY AND AREAS.
- OUT # $\frac{1}{3}$ - $\frac{2}{3}$

3. What factors should the Board consider in pursuing a joint-use school? (Please Print)

- LOWER ROMAN CATHOLIC DISTRIBUTION
- LOCATION, LOCATION, LOCATION *(MAINTAIN CURRENT LOCATION)*
- EXISTING Gym + EXPANSION + 2ND Gym
- NEW CHURCH

4. What other alternatives could the Board consider for St. Elizabeth Catholic to deal with excess pupil space? (Please Print)

SPEAK TO PARENTS THAT HAVE LEFT ST. ELIZABETH TO RECRUIT.

Name: Eliz

Do you have a child attending St. Elizabeth? Yes No

1. What are the advantages of the proposed joint-use school? (Please Print)

- new facility

2. What are the disadvantages of the proposed joint-use school? (Please Print)

- the loss of uniqueness
- the diluted spirituality based on sharing with non catholics

3. What factors should the Board consider in pursuing a joint-use school? (Please Print)

- location
- St E has the best geographic location and the property S/B considered for new school. Close to public library
Close to arena.
- church on premises.

4. What other alternatives could the Board consider for St. Elizabeth Catholic to deal with excess pupil space? (Please Print)

- utilize extra rooms for community activities

Name: E. Bassett-Katee

Do you have a child attending St. Elizabeth? Yes No

1. What are the advantages of the proposed joint-use school? (Please Print)

- newer facility
- larger library resources.
- possibly more gym equipment

2. What are the disadvantages of the proposed joint-use school? (Please Print)

possibly losing walking access to
a) public library
b) arena
c) CHURCH
d) large outdoor space

possible bullying of our kids for being "different"

Possible portables for Catholic kids once developments in Wainfleet are filled with families

3. What factors should the Board consider in pursuing a joint-use school? (Please Print)

Church in walking distance is PARAMOUNT as the cornerstone to Catholic education

4. What other alternatives could the Board consider for St. Elizabeth Catholic to deal with excess pupil space? (Please Print)

Erect a wall part way down the non-gym hallway & rent out that space to prospective businesses, with their own entrance & no access to the school part of the building.

Also, adult education classes in above spaces.

Name: GRACE PERROTTO

Do you have a child attending St. Elizabeth? 3 grandchildren Yes ___ No ___

1. What are the advantages of the proposed joint-use school? (Please Print)

AT THIS POINT I DO NOT SEE ANY ADVANTAGES BOTH FINANCIALLY OR THE MAINTAINING THE SPECIAL UNIQUE SITUATION WE HAVE NOW. THE SCHOOL AND THE CHURCH ARE INSEPARATE ~~IN~~ ORDER TO BE ^{THIS} UNIQUE ~~AND~~ ARE YOU GOING TO PROVIDE US WITH A NEW CHURCH IN A NEW AREA?

2. What are the disadvantages of the proposed joint-use school? (Please Print)

SEE ABOVE
↑ DIFFICULTY WITH THE 2 SCHOOL ie ONE HAS UNIFORMS - OTHER NOT.

3. What factors should the Board consider in pursuing a joint-use school? (Please Print)

BUILD THE NEW SCHOOL ~~TEXT~~ WITHIN WALKING DISTANCE TO THE PRESENT CHURCH OR BUILD A NEW CHURCH (A\$\$) THIS SCHOOL IS IN A GREAT LOCATION FOR MANY THINGS AS IN CENTER OF TOWN. LIBRARY - ARENA etc.

4. What other alternatives could the Board consider for St. Elizabeth Catholic to deal with excess pupil space? (Please Print)

TRY TO GET (RECRUIT) MORE COME IN AS STUDENTS:
CATHOLIC STUDENTS ATTENDING BROWN + WINGE SCHOOLS!

Name: Nick Costyken

Do you have a child attending St. Elizabeth? ___ Yes No

1. What are the advantages of the proposed joint-use school? (Please Print)

<u>the</u> ST ELIZABETH IS near the churchy area, Ball diamonds etc.

2. What are the disadvantages of the proposed joint-use school? (Please Print)

Young students may loss their right to go to church church mornings

3. What factors should the Board consider in pursuing a joint-use school? (Please Print)

expenses of new school, possibly more bussing.

4. What other alternatives could the Board consider for St. Elizabeth Catholic to deal with excess pupil space? (Please Print)

<u>Rent</u> - closed class rooms -

Name: Yvonne Klassen Do you have a child attending St. Elizabeth? ___ Yes ___ No

1. What are the advantages of the proposed joint-use school? (Please Print)

Save money save money + be more efficient.
sharing gym + library. =>

2. What are the disadvantages of the proposed joint-use school? (Please Print)

not being unique.

3. What factors should the Board consider in pursuing a joint-use school? (Please Print)-

location #15th near library public use facility

4. What other alternatives could the Board consider for St. Elizabeth Catholic to deal with excess pupil space? (Please Print)

= retirement home facility included with your school.

Name: Annette Ostryden Do you have a child attending St. Elizabeth? Yes No

1. What are the advantages of the proposed joint-use school? (Please Print)

It would have to be in this location.

2. What are the disadvantages of the proposed joint-use school? (Please Print)

We are not guaranteed where the location is.

3. What factors should the Board consider in pursuing a joint-use school? (Please Print)

(This section is crossed out with a diagonal line.)

4. What other alternatives could the Board consider for St. Elizabeth Catholic to deal with excess pupil space? (Please Print)

My concern that the building would be built in the village in this "location" in Hainfield.
We have our Church also activities available to Community Arena Park, Baseball, Soccer Tennis, Mankville

Name: MIKE SEARROTT

Do you have a child attending St. Elizabeth? ___ Yes No

1. What are the advantages of the proposed joint-use school? (Please Print) ^{3 GRANDCHILDREN}

LOWER OPERATING COST.
POTENTIAL RECRUITING TO A CATHOLIC EDUCATION

2. What are the disadvantages of the proposed joint-use school? (Please Print)

THE INTEGRITY OF CATHOLIC EDUCATION
OPERATING COST V/S. REAL COST
OF NEW SCHOOL. + PAYING FOR SUCH.

3. What factors should the Board consider in pursuing a joint-use school? (Please Print)

(4) ALTERNATIVE - 1B: REDUCE THE SIZE OF CURRENT SCHOOL.
THE ABSOLUTE COST OF BUILDING THE NEW SCHOOL.

4. What other alternatives could the Board consider for St. Elizabeth Catholic to deal with excess pupil space? (Please Print)

+ RAISING FUNDS. PRIVATE.

Name: FR MICHAEL BASQUE

Do you have a child attending St. Elizabeth? ___ Yes No

1. What are the advantages of the proposed joint-use school? (Please Print)

NEW SCHOOL FACILITY
GREATER EFFICIENCY.

2. What are the disadvantages of the proposed joint-use school? (Please Print)

NUMBERS RATIO 3-1 PUBLIC VS CATHOLIC

3. What factors should the Board consider in pursuing a joint-use school? (Please Print)

CULTURE
FUTURE
MOVES

4. What other alternatives could the Board consider for St. Elizabeth Catholic to deal with excess pupil space? (Please Print)

BUILD HALF-SCHOOL
COMMUNITY PARTNERSHIP

Name: Bert Schützling

Do you have a child attending St. Elizabeth? ___ Yes No

1. What are the advantages of the proposed joint-use school? (Please Print)

BUSING BUSING
LESS CARBON FOOT PRINT
AND MORE ROOM FOR EXPANSION.

2. What are the disadvantages of the proposed joint-use school? (Please Print)

LOSING THE CATHOLIC ATMOSPHERE

3. What factors should the Board consider in pursuing a joint-use school? (Please Print)

TEARING DOWN EXCESS BUILDING

4. What other alternatives could the Board consider for St. Elizabeth Catholic to deal with excess pupil space? (Please Print)

OR USE SOME SPACE FOR SENIOR

Name: Paul de Ruysse

Do you have a child attending St. Elizabeth? ___ Yes No

1. What are the advantages of the proposed joint-use school? (Please Print)

There are many: lower operating cost.

2. What are the disadvantages of the proposed joint-use school? (Please Print)

None

3. What factors should the Board consider in pursuing a joint-use school? (Please Print)

I am going to get shut down, kids all should go to one school, in real life they work and play together, why not one school system?
I have been at St. Elizabeth since Dec 1953.
Just ask the clergy about my participation with the church.

4. What other alternatives could the Board consider for St. Elizabeth Catholic to deal with excess pupil space? (Please Print)

My grand grand grand kid is 4 of them
there only will be maybe 12 kids more in the next few years

Name: Maria Gonzalez

Do you have a child attending St. Elizabeth? ___ Yes No

1. What are the advantages of the proposed joint-use school? (Please Print)

None

2. What are the disadvantages of the proposed joint-use school? (Please Print)

loss of identity

3. What factors should the Board consider in pursuing a joint-use school? (Please Print)

I can not think of any

4. What other alternatives could the Board consider for St. Elizabeth Catholic to deal with excess pupil space? (Please Print)

We are the Hub of the community
and location location location
is primary.
church
Township
Arena
Marshallville
Soccer
Baseball
Trucks
Library

Table Interviews

Question #1

What are the advantages of the proposed joint-use school?

QUESTION #1. What are the advantages of the proposed joint-use school? (Please Print)

Name: CORNY SPIES Do you have a child attending St. Elizabeth? Yes No

- CENTRAL LOCATION MAY ATTRACT MORE ST. ELIZABETH, CATHOLIC STUDENTS
- NEW FACILITY (FULLY FUNDED)
- NEW FACILITY WILL ATTRACT MORE NEW HOMES AND RESIDENTS.
- LOWER OPERATING/MAINTENANCE COSTS
- HIGHER UTILIZATION

Name: MIKE P. Do you have a child attending St. Elizabeth? Yes No

- LOWER OPERATING COSTS

Name: GRACE P. Do you have a child attending St. Elizabeth? Yes No

- MORE EFFICIENT SPACE (SHARE GYM LIBRARY ETC.)
- MORE EFFICIENT OPERATING COSTS

Name: _____ Do you have a child attending St. Elizabeth? Yes No

- I DO NOT SEE ANY ADVANTAGES

QUESTION #1. What are the advantages of the proposed joint-use school? (Please Print)

Name: NCK OSTRZYCKI Do you have a child attending St. Elizabeth? ___ Yes No

~~ST ELIZABETH IS NEAR THE CHURCH
AREA, BLD DEMAND ETC
O STRZYCKI~~

Name: ANNETTE OSTRZYCKI Do you have a child attending St. Elizabeth? ___ Yes No

Name: MICHELLE Do you have a child attending St. Elizabeth? ___ Yes No

Name: TERESA MARIA Do you have a child attending St. Elizabeth? ___ Yes No

~~UP ARE THE HUB OF THE COMMUNITY AND
LOCATION, LOCATION, LOCATION IS~~

NONE

Table Interviews

Question #2

What are the disadvantages of the proposed joint-use school?

QUESTION #2. What are the disadvantages of the proposed joint-use school? (Please Print)

Name: Annette Ostryka Do you have a child attending St. Elizabeth? Yes No

[This response area is crossed out with a diagonal line.]

Name: Nick Ostryka Do you have a child attending St. Elizabeth? Yes No

St. Elizabeth students may lose their right to go to Church Sacraments.

Name: Maria Do you have a child attending St. Elizabeth? Yes No

Loss of Identity.

Name: Michale Do you have a child attending St. Elizabeth? Yes No

*Easy Potential For Catholic Identity To Be Eroded
& C Joint Library - Public School May Allow Books in Library - Public School May Allow Book in Library that are Banned by Catholic Teaching. Also the Public Sector May Not Allow some Catholic Books in the Library*

QUESTION #2. What are the disadvantages of the proposed joint-use school? (Please Print)

Name: Laura Spies Do you have a child attending St. Elizabeth? Yes No

- loss of uniqueness
- the dilution of spirituality and faith based on sharing school with public or non catholics
- creating sense of pride that our children are given an opportunity for stronger faith.

Name: Father Mike Do you have a child attending St. Elizabeth? Yes No

- NUMBERS / RATIO PUBLIC VS CATHOLIC ARE 3-TO-1

Name: Leonard Perrault Do you have a child attending St. Elizabeth? Yes No

HAVE PLACE FOR CATHOLIC MEETINGS - OR MASS

Name: Eliz Z Do you have a child attending St. Elizabeth? Yes No

went thru system

QUESTION #2. What are the disadvantages of the proposed joint-use school? (Please Print)

Name: Erica Do you have a child attending St. Elizabeth? Yes No

less sense of community
less unity in school
no known location
possibility of being far from the church.
" " of not being in the heart of
the village.
If kids are farmed out to city schools.
Village kids don't thrive in city schools.

Name: Michelle Do you have a child attending St. Elizabeth? Yes No

differences in kids between Catholic
& public; bullying already
taking place on our SHARED
busses from Publics onto
Catholics.

Name: Ricky Do you have a child attending St. Elizabeth? Yes No

costs too high
waste of school building
only advantage is a better daily
operating cost.

Name: Elaine Do you have a child attending St. Elizabeth? Yes No

losing walking access to Public Library
arena, Church, large outdoor space
Bullying of our kids by public's. It already
happens on the shared bus system
If Catholic side of school is made smaller
because of projections for growth then the
developments in maintenance go up & our kids end up
in public schools

QUESTION #2. What are the disadvantages of the proposed joint-use school? (Please Print)

Name: Ted Hessels Do you have a child attending St. Elizabeth? Yes No

~~Anti~~ Loss Might Loss Some of the
Catholic Religion

Name: Nathan Do you have a child attending St. Elizabeth? Yes No

Name: Paul Do you have a child attending St. Elizabeth? Yes No

Name: Bert Do you have a child attending St. Elizabeth? Yes No

QUESTION #2. What are the disadvantages of the proposed joint-use school? (Please Print)

Name: Mike Perrotto Do you have a child attending St. Elizabeth? ___ Yes ___ No

THE DILUTION OF OUR SYSTEM OF
EDUCATION, VALUES
THE TIES BETWEEN ST ELIZABETH,
& THE SCHOOL. & VICE-VERSA.
PUBLIC LIBRARY -

Name: _____ Do you have a child attending St. Elizabeth? ___ Yes ___ No

POTENTIAL OFF SITE LOCATION

Name: _____ Do you have a child attending St. Elizabeth? ___ Yes ___ No

NO ADVANTAGE BOTH FINANCIAL
OR THE UNIQUE SITUATION - BROKEN
UNLESS A NEW CHURCH IS ALSO
BUILT.

Name: _____ Do you have a child attending St. Elizabeth? ___ Yes ___ No

NOT BEING UNIQUE 8

Table Interviews

Question #3

What factors should the Board consider in pursuing a joint-use school?

QUESTION #3. What factors should the Board consider in pursuing a joint-use school?

(Please Print)

Name: Yvonne Hesses

Do you have a child attending St. Elizabeth? ___ Yes ___ No

is location near public use facility - eg library, arena church.

Name: _____

Do you have a child attending St. Elizabeth? ___ Yes ___ No

- uniqueness of having church near school, newschool nearby, ^{church} or both

Name: _____

Do you have a child attending St. Elizabeth? ___ Yes ___ No

lose need to maintain current location due to church public library, arena will they lose uniforms re 2/3 don't require uniforms and 1/3 does keep school gym and modify existing St E school including second gym. want funds toward existing church

Name: _____

Do you have a child attending St. Elizabeth? ___ Yes ___ No

1. absolute cost advantage between newschool vs your current deficiency

QUESTION #3. What factors should the Board consider in pursuing a joint-use school?
(Please Print)

Name: _____

Do you have a child attending St. Elizabeth? ___ Yes ___ No

-went thru the Catholic School System

Name: FR MICHAEL BASOUT

Do you have a child attending St. Elizabeth? ___ Yes ___ No

QUESTIONS
FACTORS
MOTIVES

Name: Laura

Do you have a child attending St. Elizabeth? Yes ___ No

-location
• St. E has the best geographical location.
Our location is close to library, arena
Soccer fields, heritage village, large
capacity parking space, easy access to
Hwy 3, church or premise

Name: Eliz

Do you have a child attending St. Elizabeth? ___ Yes ___ No

have gone thru system

QUESTION #3. What factors should the Board consider in pursuing a joint-use school?

(Please Print)

Name: MICHELLE WILSON Do you have a child attending St. Elizabeth? ___ Yes No

CATHOLIC MORALS + TEACHING MUST BE PRESERVED,
NOT DILUTED OR ERODED BIT BY BIT
MUST BE NEXT TO A CATHOLIC CHURCH

Name: MARIA Do you have a child attending St. Elizabeth? ___ Yes No

~~_____~~

Name: NICK Do you have a child attending St. Elizabeth? ___ Yes No

EXPENSES OF NEW SCHOOL, POSSIBLY MORE
BUSSING

Name: ANNETTE Do you have a child attending St. Elizabeth? ___ Yes No

~~_____~~

Table Interviews

Question #4

What other alternatives could the Board consider for St. Elizabeth Catholic to deal with excess pupil spaces?

QUESTION #4. What other alternatives could the Board consider for St. Elizabeth Catholic to deal with excess pupil space? (Please Print)

Name: Maria Gorzab Do you have a child attending St. Elizabeth? ___ Yes No

We are the Hub of the community
and location location location
is primary

Name: Michelle Wilson
~~Michelle Wilson~~ Do you have a child attending St. Elizabeth? ___ Yes No

Keep St. Elizabeth School Open
and evangelize for new students

Name: Annette Ostyhon Do you have a child attending St. Elizabeth? ___ Yes No

~~My concern is that the building would
be built in this location "in the
Village
We have our Church also activities
available the Siena Park Baseball
Soccer Tennis Harkville~~

Name: Nick Ostyhon Do you have a child attending St. Elizabeth? ___ Yes No

Rent Closed Classrooms

① What are the advantages of the proposed joint-use school?

- NEAR CHURCH, ARENA, SPORTS FACILITY LIBRARY, TOWN HALL IF USE ST. ELIZABETH'S SITE (8 ACRES)
- MAY ATTRACT MORE STUDENTS ~~LESS~~
- NEW FACILITY FULLY FUNDED
- MAY ATTRACT MORE RESIDENTS
- HIGHER UTILIZATION / LOWER OPERATING COSTS / MORE EFFICIENT USE OF SPACE / MONEY
- LARGER LIBRARY / NEW FURNACE
- MORE GYM EQUIPMENT / SCHOOL EQUIPMENT
- BETTER USE OF TAX DOLLARS
- BETTER BUS FLOW
- TIGHTER COMMUNITY
- BETTER FUNDING
- NEW FACILITY
- GREATER CHANCE OF SURVIVAL (CATHOLIC SCHOOL) IN WAINFLEET

② What are the disadvantages of the proposed joint-use school?

- loss of integrity of Catholic Education
- God as the core of their Education
- dilution of our children's spirituality
- possible distance between school and the church.
- loss of Catholic identity
- overall absolute cost of dealing with the deficiency or cost of building a new school.
- taxes will increase
- bullying of our kids by public school kids who lack strength of faith.
- too easy for parents to decide to slide children from Catholic to Public side of school
- long term impact is the eventual disappearance of the Catholic system!
- individuality is being removed
- the change in the geographical location, church, library, arena, soccer field heritage village.

③ What factors should the Board consider in pursuing a joint-use school?

is location near public facility
ie. arena, soccer field, baseball
field, library and our church

need to maintain Catholic
identity

- location close to Church so
celebrations & Mass can
be in the Church

- potential shift of students
to Brant-Malden-Norfolk-COSB

- student voice

④ What other alternatives could the Board consider for St. Elizabeth Catholic to deal with excess pupil space?

- try to recruit students from the other 2 schools (especially the Catholics in the district school board currently) to ↑ our enrollment, thus cost / student.
- ↓ size of our existing school
- erect a wall part way down the non-gym hallway + rent out space to prospective businesses + their own entrance
- adult education in spare rooms (evening classes)
- we be the school that houses shop, home economics, etc since we have the spare rooms but for other schools to come utilize

- use them for the chess tournaments, extra curriculars
- evangelize, community partnerships
- ? elections poll station
- gym rentals
- students from BMAVEDSB coming
- transition between the communities



**NIAGARA CATHOLIC DISTRICT
SCHOOL BOARD**

**TOWNSHIP OF WAINFLEET
VIABILITY OF A JOINT
ELEMENTARY SCHOOL**

**INITIAL REPORT
SUPPLEMENTARY INFORMATION**

OCTOBER 26, 2018



Plaza Three
101-2000 Argentia Rd.
Mississauga, Ontario
Canada L5N 1V9

Phone: (905) 272-3600

Fax: (905) 272-3602

e-mail: info@watson-econ.ca

www.watson-econ.ca

 **Planning for growth**

Contents

1. INTRODUCTION	1
1.1 Facility Description	4
2. AREA DEMOGRAPHICS AND PROJECTED ENROLMENT	8
2.1 Review Area Demographics	8
2.2 Enrolment and Capacity Data	9
2.2.1 Historical Enrolment	9
2.2.2 Projected Enrolment and Facility Utilization	10
3. PRELIMINARY OBSERVATIONS	12

1. INTRODUCTION

The Niagara Catholic District School Board (NCDSB) currently operates one elementary school with a grade Junior Kindergarten to grade 8 configuration in the Township of Wainfleet. The purpose of this report is to provide the Board with information respecting demographics, enrolment, capacity, condition and finances related to St. Elizabeth Catholic Elementary School (SEC). Ultimately, the information presented in this report could assist Board staff in determining the long-term viability and efficiency of St. Elizabeth Catholic Elementary School in the current provincial funding environment. Many provincial education grants are based on a per pupil allocation as well as how school space is used. Small schools or schools that are operating well under permanent capacity are challenged to obtain sufficient grants to meet annual expenditures.

As part of the Niagara Catholic District School Board, Long Term Accommodation Plan 2016-2021 (LTAP), all Board schools were examined and recommendations were provided across the jurisdiction. At that time, St. Elizabeth Catholic Elementary School was identified as a small school with surplus spaces and enrolments hovering in the low 100s. The recommendation for the school, at the time, was for the Board to seek community partners to use some of the surplus space in the school. The intention of seeking community partners to share surplus school space is to help offset the cost of operating the school facility. Since 2016, enrolment has continued to decline and in 2017/18 enrolment dropped below 100 (97) and utilization of permanent space was just below 60%. This is important because poorly utilized facilities, especially those under 65%, can be significantly impacted by funding grants.

The 2016 LTAP also stated that if partnerships could not be found at St. Elizabeth Catholic Elementary School, the Board may have to consider an Accommodation Review for the school area. An Accommodation Review could contemplate things like attendance boundary changes, program changes or closures. The specific recommendation in the Board's 2016 LTAP with regard to the Lakeshore Catholic High School Family of Schools (of which St. Elizabeth Catholic Elementary School belongs to) is as follows:

The Lakeshore Catholic Family of Schools is experiencing underutilization at its two smallest schools, St. Elizabeth Catholic Elementary School and St. Joseph Catholic Elementary Schools. Dealing with these schools pose pressures due to their location. In the short term, partnerships may address underutilization. If partnerships do not address the issues in the short term, it may be necessary to pursue Pupil Accommodation Review.

In the winter of 2017, the Niagara Catholic District School Board was approached by its coterminous school board, the District School Board of Niagara (DSBN). The DSBN is currently involved in an Accommodation Review involving its two elementary schools in the Township of Wainfleet and as part of that review has considered a joint Public-Catholic elementary school and has asked the Niagara Catholic District School Board to consider the same. As part of that

request, the Niagara Catholic District School Board had a public consultation session where board staff presented to and heard from the school community and public.

Additionally, the two school boards applied for and were granted funding from the Ministry of Education to study the possibility of a joint use elementary school. In October of 2016, the Ministry of Education allocated funds for the Joint-Use Schools Seed Funding Program. This program is intended to help co-terminous school boards study the viability of a joint-use school project. The Ministry states that, "...significant board-to-board negotiations and planning are required to support the development of joint-use school projects and that under certain circumstances, some of these tasks may act as a barrier to the establishment of such projects. The ministry is also aware that effective planning leading to the development of formalized agreements can significantly increase the long-term success of joint-use school arrangements. For these reasons, the ministry has established this Joint-Use Schools Seed Funding Program to encourage the creation of more joint-use schools." Seed money to study the joint use initiative was granted to both the Niagara Catholic District School Board and the District School Board of Niagara in October of 2018."

If the two school boards decide to pursue a joint-use school venture, they would eventually have to apply for Ministry of Education funding through the submission of a business case. In 2011, the Ministry of Education introduced the Capital Priority Funding Program (CPFP). The funding program is based on requests that are submitted by school boards for funding to address urgent capital priority needs. The funding serves as the primary means for funding capital projects that address school boards' pupil accommodation needs including enrolment pressures, supporting the consolidation of underutilized facilities, and replacing facilities in poor repair.

For facility condition and school consolidation projects, assessments will be based on the projected operating and renewal savings and the removal of renewal backlog needs relative to the project cost. In addition, priorities will be given to projects with the highest expected internal rate of return. In general, the rate of return refers to projects that will save the greatest amount of future expenditures (such as renewal or operations) compared to the capital investment/grants being requested. The Ministry, will also take into account secondary measures based on school performance such as:

- School board's demonstrated willingness to participate with co-terminous school board in joint-use school opportunities;
- The Ministry will be reviewing all capital proposals submitted by boards for ministry funding for new schools, additions or consolidation projects to ensure joint-use opportunities between boards have been explored before funding is granted

The Ministry of Education has been promoting joint-use school projects for the last several years and as mentioned above, considers it as part of its criteria when evaluating project submissions. The Ministry has been encouraging school boards to consider collaborative capital projects and

maximize opportunities for co-location. The Ministry has committed to prioritize joint-use projects as part of the Capital Priorities program.

The Ministry considers a joint-use school project to be; “an agreement between two or more school boards operating their respective schools in a single facility in response to a demonstrated need for pupil accommodations.”

Examples of joint-use arrangements may include:

- Two school boards both operating elementary or secondary programs in the same building and sharing the gymnasium, playing fields and/or specialty classrooms such as science and shop labs.
- Two school boards operating in different wings and attached through common areas such as a shared school library or public library.

Examples of what would not be considered a joint-use school, for the purposes of this program, include arrangements where:

- Schools of two distinct school boards are situated on one campus, but are not located in one building.
- Two schools of two distinct school boards are situated in different buildings, but schedule access to the same sport field, sport facility or any other education related facility (e.g. outdoor learning centres, etc.).

SUMMARY

The Niagara Catholic District School Board operates 49 elementary schools and 8 secondary schools throughout its entire jurisdiction which consists of the Region of Niagara. The Board provides services to more than 21,000 elementary and secondary students. In the Township of Wainfleet, the Board operates 1 elementary school – St. Elizabeth Catholic Elementary School. Elementary enrolment at the school, has declined by 42 spaces or 28% between 2001/02 and 2016/17.

Historical demographic data indicates that the elementary school aged population in the study area, consistent with the historical enrolment, has also been declining. According to the Canadian Census, the elementary aged population (4-13 years) in this study area declined by approximately 9% between 2001 and 2006 and another 18% between 2006 and 2011. The declines have stabilized during the most recent census period, however, there was still a decline of almost 2% between 2011 and 2016. The total elementary population declined by 245 people (27%) from 2001 to 2016.

These declines in the school aged populations have had a direct impact on the Board's enrolments. While enrolment at St. Elizabeth Catholic Elementary School increased by 18 students or just below 12% between 2001 and 2006, the school aged population declines resulted in a loss of 41 students (-24.2%) between 2006 and 2011 and another 15% decline between 2011 and 2016. In 2017/18, enrolment at St. Elizabeth Catholic Elementary School was 97 resulting in a utilization rate below 60% with approximately 90 surplus spaces.

Enrolment is projected to increase over the next 15 years by approximately 30% back to the 120 range, however the resultant utilization rates will still be below 70% with almost 60 surplus spaces.

- Enrolment is expected to increase but it will still be in the 120 range with facility utilization rates below 70%.
- The school is likely to incur renewal and operations shortfalls due to funding changes (ie. removal of top-up funding. Schools operating under 65% were historically eligible to receive 'top-up' funding if they were operating below permanent capacity. However, under new funding parameters, the 'top-up' component has been removed except for schools that are defined as enhanced) .
- In 2016/17, St. Elizabeth Catholic Elementary School had just below \$200,000 in annual operations expenditures. The operations expenditures per student averaged \$1,815 which is 84% higher than the Board-wide average of \$988.

1.1 Facility Description

St. Elizabeth Catholic Elementary School

St. Elizabeth Catholic Elementary School is located in the Township of Wainfleet in the Region of Niagara. Wainfleet is one of the largest municipalities in the Region by land area but the smallest by population. Currently, St. Elizabeth Catholic Elementary School has a Junior Kindergarten to grade 8 configuration and the original facility was constructed in 1959 making it 59 years old – the school has also had a total of 4 additions constructed between 1964 and 1978. The school is situated on a site measuring 8 acres. According to Ministry of Education data, the school has 5-year renewal costs totalling more than \$1M which results in a Facility Condition Index (FCI) of 20%. The FCI is a ratio of projected school renewal needs compared to the cost of replacing the school. The On-The-Ground (OTG) Ministry rated capacity for St. Elizabeth Catholic Elementary School is 187. The school had a total enrolment of 97 in 2017/18.

Facility Renewal and Condition:

Each school in the Board's inventory has an associated replacement value and renewal cost that indicates the relative condition of the facility. The Facility Condition Index or FCI examines the cost of renewal needs (in this case 5 years) against the cost of replacing the facility. If the FCI is

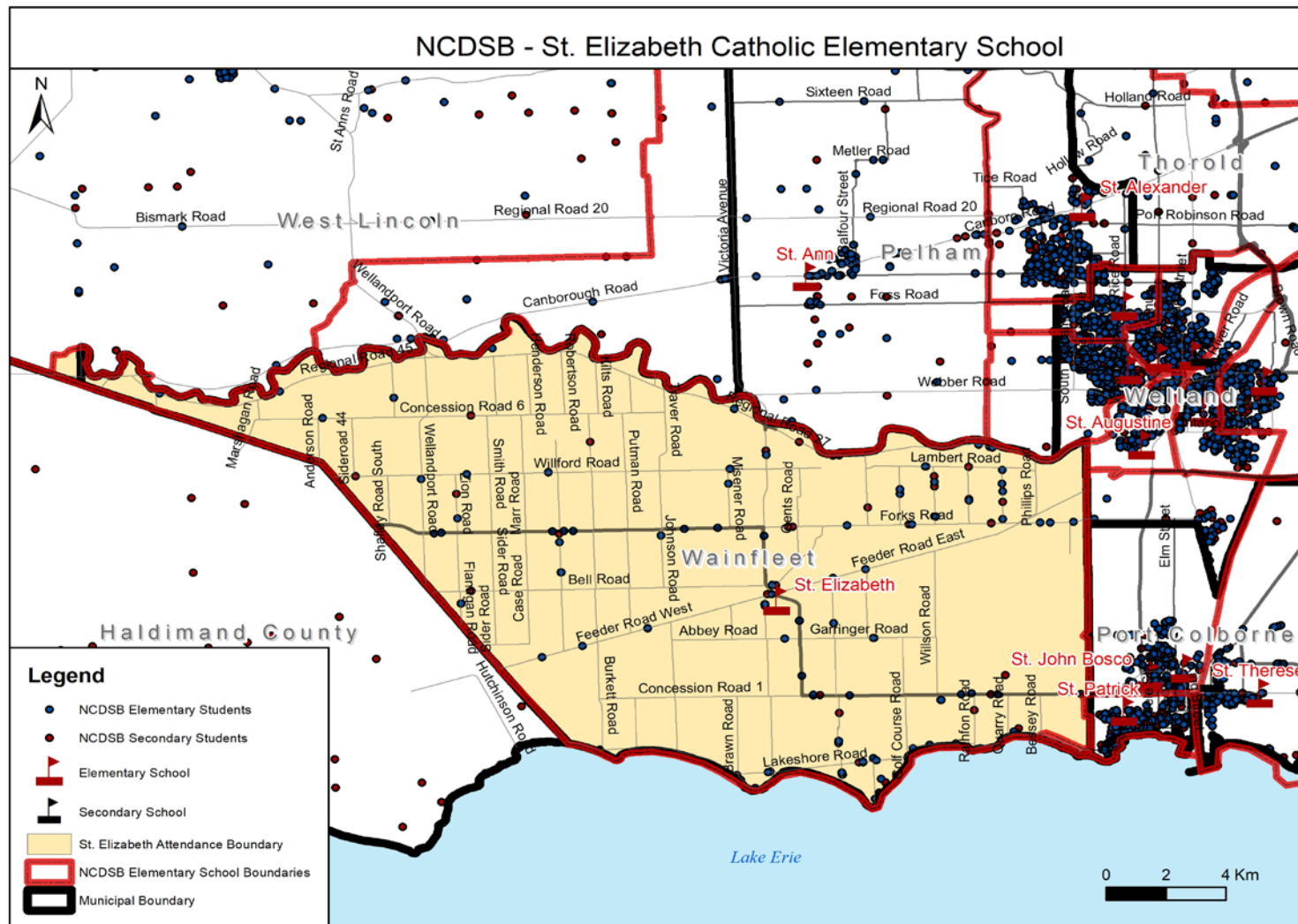
above 65%, the Ministry of Education typically considers the facility 'prohibitive to repair'. Table 1 depicts the facility condition and renewal needs for St. Elizabeth Catholic Elementary School based on data released by the Ministry of Education in the summer of 2016.

Table 1 Facility Renewal and Condition

School/Facility	MOE SUMMER 2016	
	Facility Condition Index	5 Year Renewal Costs
St. Elizabeth Catholic Elementary School	20%	\$1,003,688

Two maps can be found on the following pages. The first map (figure 1) shows St. Elizabeth Catholic Elementary School's attendance boundary and the locations of students attending St. Elizabeth Catholic Elementary School. The following map (figure 2) outlines the school's attendance boundary in the context of surrounding elementary schools and shows the locations of all students attending NCDSB schools.

Figure 2:



2. AREA DEMOGRAPHICS AND PROJECTED ENROLMENT

2.1 Review Area Demographics

Table 3 depicts the demographic trends for the study area of Wainfleet. The area's total population increased by just above 5% between 2001 and 2006. Over the same time period, the elementary aged population for the area declined by 9%. This was consistent with many areas in Ontario and is consistent with a 9% decline in the Board-wide elementary population. Between 2011 and 2016, the total population in the study area increased slightly by just above 1%. For the same period of time, the elementary aged population in the study area declined by 1.5% after a significant decline of more than 18% between 2006 and 2011.

TABLE 3

Wainfleet Population Data	2001 Census	2006 Census	2011 Census	2016 Census	01-06	06-11	11-16
					%	%	%
					Change	Change	Change
Total Population	6,260	6,585	6,310	6,390	5.2%	-4.2%	1.3%
Pre-School Population (0-3)	270	225	230	255	-16.7%	2.2%	10.9%
Elementary School Population (4-13)	910	825	675	665	-9.3%	-18.2%	-1.5%
Secondary School Population (14-18)	490	525	470	415	7.1%	-10.5%	-11.7%
Population Over 18 Years of Age	4,590	5,010	4,935	5,055	9.2%	-1.5%	2.4%

In addition to examining the elementary school aged populations, the pre-school aged population (0-3 years) was also analysed. Board-wide, the pre-school population increased by just about 0.5% between 2006 and 2011 and then almost 2% between 2011 and 2016. In the study area, the pre-school population increased by more than 2% between 2006 and 2011, followed by a more significant increase of almost 11% between 2011 and 2016. The pre-school population is an important indicator of trends in the future elementary school aged population. The demographic trends for the study area indicate that elementary declines in the population are likely to stabilize over the next several years.

According to the Canada Census there were 188 new occupied residential dwellings in the study area between 2001 and 2016 – an increase of approximately 12.5 new occupied units per year. It should be noted that historical declines in the elementary aged population have impacted household sizes. As families have less children, the elementary population per dwelling unit has been declining. In 2001, each unit in the study area had an average elementary pupil yield of 0.41. This number dropped to 0.29 in 2011 – a drop of almost 30%. While the 2016 Census data

shows that pupil yields have continued to fall (0.28 in 2016), the declining trend seems to have stabilized. This data is summarized below in Table 4.

Table 4 Occupied Dwellings

Dwelling Unit Data	2006 Census	2011 Census	2016 Census	2006-2011		2011-2016	
				Change	%	Change	%
Total Occupied Dwellings	2,390	2,337	2,413	-53	-2.2%	76	3.3%
Total Population/Dwelling	2.76	2.70	2.65	-0.06	-2.0%	-0.05	-1.9%
Elementary Pop./Dwelling	0.35	0.29	0.28	-0.06	16.3%	-0.01	-4.6%
Secondary Pop./Dwelling	0.22	0.20	0.17	-0.02	-8.4%	-0.03	-14.5%

2.2 Enrolment and Capacity Data

2.2.1 Historical Enrolment

Table 5 outlines historical enrolment trends and values from 2001 through to 2016 for the St. Elizabeth Catholic Elementary School elementary school.

Enrolment increased rapidly in the early 2000s from 150 in 2001 to 184 in 2005 (23% increase in 4 years) however this was followed by a significant decline of almost 40% between 2005 and 2010 where enrolment fell to 112 students. Between 2010 and 2016, enrolment has averaged 113 and fluctuated between 127 and 108. In 2017, enrolment dropped to below 100 (97) for the first time in the last two decades.

Table 5 Historical Enrolment – St. Elizabeth Catholic Elementary School

GRADES (Headcount)	Historical 2001/2002	Historical 2006/2007	Historical 2011/2012	Historical 2016/2017	01-06	06-11	11-16
					% Change	% Change	% Change
JK	3	9	12	6	200.0%	33.3%	-50.0%
SK	22	14	9	12	-34.9%	-35.7%	33.3%
1	16	18	10	9	12.9%	-42.9%	-10.0%
2	13	16	13	11	24.0%	-16.1%	-15.4%
3	24	22	8	12	-6.4%	-63.6%	50.0%
4	12	8	13	11	-30.4%	62.5%	-15.4%
5	14	24	10	10	74.1%	-57.4%	0.0%
6	22	18	17	16	-18.6%	-2.9%	-5.9%
7	11	15	15	13	36.4%	0.0%	-13.3%
8	17	26	20	8	54.5%	-21.6%	-60.0%
Total Enrolment	150	168	127	108	11.7%	-24.2%	-15.0%
Grade Structure Ratio	1.23	1.43	1.68	1.37	16.9%	17.1%	-18.3%

An important factor or measure when examining historical enrolment is the Grade Structure Ratio (GSR). It is a measure of pupils entering the school system (Junior Kindergarten - Grade 1) versus pupils at the senior elementary level (6-8) about to leave the system. An equal number of pupils entering JK-1 to those moving through the senior elementary grades would result in a ratio of 1 which means that enrolment will likely be stable in the short-term. A GSR higher than 1 indicates that more pupils are leaving elementary school than entering and is a predictor of future enrolment decline, at least in the short term, absent of mitigating factors. A GSR lower than 1 indicates enrolment growth (short term) and is typically found in development areas where housing types/prices attract young couples or young families with children. The current GSR at St. Elizabeth Catholic Elementary School is 1.37 (2016/17). While the GSR is above 1 and would indicate that there is still likely some possibility for short-term enrolment decline, it is positive to note that the GSR has been declining from a high of 1.68 in 2011. The declining GSR when combined with the increases in pre-school aged children should help mitigate future enrolment declines in this area.

2.2.2. Projected Enrolment and Facility Utilization

Fifteen-year enrolment projections were prepared for St. Elizabeth Catholic Elementary School. The enrolment projections take into account the aforementioned data and also incorporate any possible new enrolment from new residential developments. Table 6 outlines the projected enrolments, as well as the school's capacity and projected utilization or use of permanent space. Based on the factors and data presented earlier in this report, enrolment is projected to be stable in the short-term from 97 in 2017/18 to 99 in 2022/23. Post 2022/23, enrolments are projected to increase more quickly as demographic trends and new residential developments should be favourable to family household growth. Between 2022/23 and 2027/26 enrolment is expected to increase by 15 students or 15%. The projections predict that enrolment will return to the 120 range by 2032/33 at 126 students.

Table 6 Projected Enrolment and Utilization Rates

School Name	On-The-Ground Capacity	Projected				Diff. % (+/-) 2017 – 32
		2017/2018	2022/2023	2027/2028	2032/2033	
St. Elizabeth Catholic Elementary School	187	97	99	114	126	30%
Total Surplus/Deficit Space		90	88	73	61	
Total Utilization Rate		52%	53%	61%	67%	

Each open school in the Board's inventory has a permanent Ministry rated capacity associated with it. This capacity represents the number of students that can be accommodated in each school. The capacities used in this study are consistent with the Ministry of Education's SFIS On-The-Ground (OTG) capacities - St. Elizabeth Catholic Elementary School has an OTG capacity of 187 spaces, which results in a 2017/18 utilization rate of approximately 52%. Utilization rates are expected to average above 60% by the mid-point of the forecast and closer to 70% by the end of the forecast period.

It is important to note that there are approximately 18 students who currently reside in the St. Elizabeth Catholic Elementary School catchment area but attend schools outside of the resident boundary.

3. PRELIMINARY OBSERVATIONS

The NCDSB currently only has 1 elementary school that services the Township of Wainfleet, St. Elizabeth Catholic Elementary School. While the Township is one of the smallest municipalities in Niagara Region by way of total population, it is one of the largest municipalities by way of geography or total land area. The elementary school has a total capacity of 187 spaces and measures approximately 22,000 sq. ft. which makes the school one of the Board's smallest facilities. In 2017/19, the school had enrolment below 100 students resulting in low utilization rates and close to 70 surplus spaces. The age and condition of the school, the small size and the surplus spaces are making it increasingly difficult for the Board to operate this school in an efficient manner under the current provincial funding landscape.

As mentioned earlier in this report, the school has over \$1M in outstanding renewal needs. Considering the small size of the facility and the low enrolment, these renewal needs work out to approximately \$45.62 per sq. ft. or almost \$10,350 per student. In addition, the Board averages close to \$200,000 per year in operations expenditures at the school. Operations expenditures typically reflect expenses such as heating, lighting, cleaning and maintenance. According to the Board, on a per pupil basis, this works out to approximately \$1,815 per student – almost double the Board average. Based on the new Ontario Ministry of Education Operations funding grants, the maximum annual operations grants St. Elizabeth Catholic Elementary School could receive would be approximately \$134,232. This would result in an annual funding shortfall (compared with operations expenditures) of almost \$60,000.

The location, size and projected enrolments of St. Elizabeth Catholic Elementary School leave the Board with limited accommodation strategies to deal with the identified issues;

- While there is future residential development growth projected in Wainfleet, the Township is still rural in nature and will not likely see the magnitude of development present in other parts of the Region.
- The next closest Niagara Catholic District School Board elementary school (St. John Bosco Catholic Elementary School) is approximately 13KM from St. Elizabeth Catholic Elementary School and St. Ann Catholic Elementary School is approximately 16KM away. As such, any boundary adjustments or consolidation of the facility would result in long and sometimes prohibitive travelling/bussing distances for students.
- Partnership opportunities have been explored but have been limited to date.
- The small size of the school and projected enrolment would result in limited, if any, future capital funding opportunities on a stand-alone basis (ie. replacement school or right-sized school).
- The existing St. Elizabeth Catholic Elementary School is currently located on a large site practically in the middle of the Township of Wainfleet, making it very central in relation to existing elementary students and other Township facilities or services.

A new facility would result in cost savings for the Board from a renewal and operations grant perspective compared with retaining the existing St. Elizabeth Catholic Elementary School. In addition to potential cost savings and efficiencies, a new joint facility could also result in more modern and adequate gym and library facilities and outdoor spaces, could congregate child care spaces in one location for the Township and could lead to other co-educational opportunities between the two school boards.

The two school boards have a history of operating joint-use schools; the boards operated a joint facility at Michael J. Brennan School in St. Catharines until that facility was sold in 2014. In addition, the boards also operate a joint facility where Loretto Catholic Elementary School is housed in Niagara Falls. Enrolment at Loretto CES has continued to grow and the Board has maintained participation shares in the area.

The DSBN's two elementary schools in Wainfleet have a combined enrolment of approximately 375 compared with a combined capacity of almost 500 (~75% utilization). According to Board projections, enrolments and utilization rates are expected to remain somewhat stable over the next 10 years.

It is reasonable to assume, based on projected enrolments and area growth forecasts, that long-term elementary enrolments for both school boards at all 3 Wainfleet schools will average approximately 480 to 520 students over the next 10 years.

The NCDSB has been dealing with declining enrolments and surplus space issues that have been impacting Board funding. Changes to education grants over the last several years have resulted in less funding when schools are operated below capacity and inefficiently. Since 2010, Board enrolment has declined by approximately 2,500 students and there are almost 2,800 surplus spaces Board-wide as of October 2017. The Board estimates that the surplus spaces are resulting in a \$2.7 million shortfall.

As stated earlier, the Ministry of Education is promoting the consideration of joint-use schools between school boards. Going forward, the Ministry of Education has stated that it will review all capital proposals for new schools, additions or consolidation projects to ensure joint-use opportunities between school boards have been fully explored before funding is granted. At present, fewer than 40 of the 4,900 schools in Ontario are shared by more than one school board.

Considering the limited accommodation strategies or options available to the Board to address the issues present at St. Elizabeth Catholic Elementary School, pursuing the study of a joint-use school with the DSBN is a reasonable accommodation option for the Board to contemplate at this time.

Next Steps

- Board decision on pursuing the study of a joint-use elementary facility in the Township of Wainfleet to replace the existing St. Elizabeth Catholic Elementary School.
- IF the NCDSB decides to pursue a joint-use elementary facility, notify the DSBN of said decision and complete a business case for Ministry of Education approval.
- It is important to note, that the Ministry of Education has stated that they are not accepting capital priority business cases at this time.

**DISTRICT SCHOOL BOARD OF NIAGARA
REPORT TO PROGRAM AND PLANNING COMMITTEE
MEETING OF OCTOBER 15, 2018**

**Wainfleet Elementary Accommodation Review
Final Staff Report**

**Wainfleet Elementary Accommodation Review
Initial Staff Report**

Table of Contents

1. PURPOSE..... 1

2. WAINFLEET ELEMENTARY ACCOMMODATION REVIEW 1

3. ACCOMMODATION REVIEW COMMITTEE 2

4. COMMUNITY CONSULTATION 2

 4.1 Municipal Consultation 3

 4.2 Niagara Catholic District School Board Consultation 3

 4.3 Community Partner Consultation 3

 4.4 Public Consultation Process 4

 4.4 Public Consultation Feedback with Information Provided by Staff 4

5. RECOMMENDED ACCOMMODATION OPTION..... 7

6. TIMELINES 10

7. RECOMMENDED MOTION..... 10

8. APPENDED DATA 10

 APPENDIX A: Consolidated Enrolment Projection Scenario Wainfleet PS

 APPENDIX B: Geographic Midpoint of Winger and William E. Brown Student Locations

 APPENDIX C: Consolidated Scenario Wainfleet Elementary Schools Financial Impact

1. PURPOSE

This Final Staff Report provides the District School Board of Niagara (DSBN) Trustees with a summary of the Wainfleet Elementary Accommodation Review, information on the community consultation process, and the final staff recommended option. The Accommodation Review process is still underway, with public delegations at the November 6, 2018, Special Board Meeting. Any changes to the Final Staff Report, as a result of public delegations, will be detailed in an Addendum. The Final Staff Report, including the public delegation Addendum, will be presented on November 27, 2018, for Trustees' consideration.

2. WAINFLEET ELEMENTARY ACCOMMODATION REVIEW

The Long Term Accommodation Plan (LTAP) identified Elementary Planning Area 15, which includes William E. Brown PS and Winger PS, as an area where an accommodation review could be an option to address inefficiencies or issues related to school enrolment and facility utilization. On March 22, 2018, the Program and Planning Committee received the Wainfleet Elementary Accommodation Review Initial Staff Report. The Report outlined the accommodation and programming challenges faced within the Planning Area, details for each elementary school, and provided a potential accommodation option, which was:

To consolidate the schools into a joint-use DSBN-NCDSB school to open for the 2021-22 school year on a site to be determined.

On March 27, 2018, the Board of Trustees approved the initiation of the Wainfleet Elementary Accommodation Review, which included William E. Brown PS and Winger PS.

The Wainfleet Elementary Accommodation Review is being undertaken in accordance with the DSBN Accommodation Review Policy F-2, which describes the procedures for a standard accommodation review. An Accommodation Review Committee (ARC) was established as part of the standard review process.

The notice of Trustees' decision to initiate the Accommodation Review was posted on the DSBN Accommodation Review website, www.dsbn.org/arc and published in the local newspapers. It was also distributed to school principals and their communities, the Township of Wainfleet and the Niagara Region, community partners, the Directors of Education of coterminous boards, and the Ministry of Education. The Notice of Initiation provided information on the ARC working meetings, the public meetings, how to participate in the process, and how to obtain more information.

In accordance with Policy F-2, a Final Staff Report must be prepared and submitted to the Board of Trustees after the final public meeting. The Final Staff Report is to build on the information provided in the Initial Staff Report and through the accommodation review process. The Report must include:

- A recommended option, which may be modified from the Initial Staff Report;
- A proposed accommodation plan with timelines for implementation; and,
- A community consultation section with feedback from the ARC and the consultation process.

3. ACCOMMODATION REVIEW COMMITTEE

An ARC was established to represent the respective school communities and to serve as a means for additional input. The ARC included a parent/guardian from each school, Trustees for the review area as well as one additional Trustee outside the review area, principals, and a facilitator. The ARC was tasked with reviewing the Initial Staff Report and had the option to provide feedback and other accommodation options with supporting rationale.

After the ARC orientation meeting held on May 10, 2018, three working meetings were held to review the Initial Staff Report, ask questions, provide feedback, and to review and discuss comments received from the school communities and public. The meetings took place on:

- May 16, 2018, at William E. Brown PS;
- September 19, 2018, at Winger PS; and,
- October 2, 2018, at Winger PS.

The minutes of the ARC working meetings are available on the DSBN's website and will continue to be available until after a final decision is made.

At the final ARC working meeting, the ARC facilitator reminded the Committee of its mandate and tasks, and advised the final meeting is an opportunity to reflect on what has been heard through the review and to provide input into the final staff report. The Committee discussed the community feedback received during the consultation process and shared their thoughts on the challenges and opportunities with the accommodation review. Broad themes raised by the community were identified for inclusion in the final staff report.

The ARC fulfilled its mandate and provided the following feedback:

- Both Parent Committee members felt that, overall, there was little opposition to the accommodation review from the school communities.
- Comments received by the ARC were primarily related to concerns of school size. That some community members felt the small school feel would be lost in an amalgamated school.
- One Parent Committee member shared questions that were asked at the recent Parent Council Meeting which were related to transition matters such as how the two schools would transition into one and how the new school would be shared between the DSBN and NCDSB.
- Both Parent Committee members were supportive of the proposed accommodation option and one member felt that the larger school population would benefit the students socially.

The ARC did not provide an alternative recommendation for the accommodation review.

4. COMMUNITY CONSULTATION

Consultation with school communities, municipal and community partners, and the general public is key to the Accommodation Review process. Preliminary consultation with municipalities and community partners was completed prior to the initiation of the Accommodation Review and was ongoing throughout the process.

Immediately following the Board of Trustees' decision to initiate the Accommodation Review, a webpage was made available on the DSBN and school websites for public input. Principals of the elementary schools kept their school communities informed through newsletters, school council meetings, and by encouraging parents/guardians to contact them with any questions or concerns regarding the Accommodation Review and the Initial Staff Report.

Two public meetings were held to provide an opportunity for the community to share their comments and input, ask questions, and to suggest solutions on the Accommodation Review and the Initial Staff Report. The public was welcomed to speak at the meeting(s) and encouraged to provide written comments at the meeting, to the school principal, or through the DSBN's website. The public was advised that, after each public meeting, answers to comments or questions received would be posted on the DSBN's website.

A summary of the consultation process and the key themes raised follows:

4.1 Municipal Consultation

On March 13, 2018, DSBN staff met with municipal planning representatives from Wainfleet and on March 14, 2018, with the Niagara Region to advise that an Initial Staff Report is being prepared for presentation to Trustees on the proposed accommodation review. DSBN staff provided a summary of the proposed accommodation review, the Accommodation Review Policy, process timelines, and general enrolment projection information pertaining to the Wainfleet Planning Area. Township and Regional staff provided a brief summary of growth patterns in Wainfleet.

After the initiation of the Accommodation Review, DSBN staff met with the Township of Wainfleet on April 19, 2018, to present the Initial Staff Report and recommendations, to provide information related to community partnerships / hubs opportunities, and to invite Township staff to ask questions or provide comments on the accommodation review and report. The potential for partnership opportunities between the Board and Township was discussed with DSBN staff highlighting examples of existing partnerships with other area municipalities. Township staff subsequently prepared a background information report to Council detailing the accommodation review process, potential for partnership opportunities, and how to participate in the review.

The Niagara Region was invited to a similar meeting, after the initiation of the Accommodation Review, to discuss the Initial Staff Report and recommendations, and to share Regional comments. Regional staff felt that a second meeting wasn't necessary but that the Region would appreciate being kept informed as the accommodation review proceeds and the location of a new school is narrowed.

Both the Township and Niagara Region were invited to submit written comments on the Accommodation Review. As of the date of this report, no written comments have been received.

4.2 Niagara Catholic District School Board Consultation

The Niagara Catholic District School Board (NCDSB) in a letter dated March 1, 2018, indicated its support for making application to the Ministry of Education Joint-Use Seed Funding Program with the District School Board of Niagara. The Joint-Use Seed Funding application was successful and the Niagara Catholic District School Board engaged a consultant to work with staff to further investigate the viability of a proposed Wainfleet joint-school. At the time of writing this report, the NCDSB has received the report from the consultant and is preparing a staff report for Trustees.

4.3 Community Partner Consultation

Neither William E. Brown PS nor Winger PS have community partners that would be affected by the proposed accommodation review.

4.4 Public Consultation Process

Two public meetings were held to provide interested parties with an opportunity to hear about the Accommodation Review and to provide their input by way of speaking or submitting written comments. The meetings took place on:

- May 16, 2018, at William E. Brown PS; and,
- September 19, 2018, at Winger PS.

The minutes of the public meetings are available on the DSBN's website and will continue to be available until after a final decision is made.

At each meeting, the public was reminded to utilize the DSBN and school Accommodation Review websites to access the relevant information. The website contains the process, important dates, reports and other related documents as well as the opportunity to submit further comments, input, and questions.

The attendance and speaker details for each meeting is as follows:

- William E. Brown PS meeting: a total of 16 people signed in with 2 identifying as members of the community, 5 identifying as parent/guardians of students, 1 identifying as a student, 2 as teacher or support staff, and 2 as agency or board representatives.
- Winger PS meeting: a total of 21 people signed in with 8 identifying as members of the community, 10 identifying as parent/guardians of students, 1 identifying as a student, 2 as teacher or support staff, and 1 as agency or board representatives.

Answers to key questions asked at meetings or submitted in writing were posted on the DSBN's website following each ARC and public meeting. In addition, at each ARC working meeting following a public meeting, the ARC was provided with answers to questions or topics raised by the public for further discussion.

4.4 Public Consultation Feedback with Information Provided by Staff

The consultation process resulted in key themes regarding the proposed Accommodation Review and recommended option. These are discussed in the following sections with staff response:

Size of Proposed Consolidated School

Some members of the public felt that the proposed new consolidated school was too large, and that the community would lose its rural character.

Information Provided by Staff

William E. Brown PS and Winger PS have enrolments of just over 200 students each. The proposed consolidated school is expected to have an enrolment of 448 DSBN students when it opens after which the enrolment would decline and stabilize in the 440 range. Smithville PS in Smithville, John Brant PS in Ridgeway, Twenty Valley PS in Vineland are all current examples of successful DSBN elementary schools in smaller communities with student populations of over 400.

Historically, at a time when birth rates were higher, larger elementary school populations were common. In Wainfleet, Winger PS maintained a school enrolment in the 280 to 320 range from the period 1984 to 2004. During roughly the same period William E. Brown PS¹ maintained a school enrolment in the 250 to 300 range.

For decades the Township had larger elementary schools without any negative impact on the rural character of the community. The DSBN has successfully built new schools that reflect local community character. A recent example would be John Brant PS in Ridgeway. The Ridgeway community expressed concern that a new school would not fit in with the historical and quaint character of the area. The Board designed John Brant PS to reflect their unique characteristics. The school received positive feedback from both Town officials and the local Ridgeway community and won a Niagara Region Community Design award. The DSBN would strive for the same level of excellence in building a new school for the Township of Wainfleet.

Some community members felt a new school would attract new home development and urban-type growth resulting in the loss of the rural character of the municipality. Wainfleet's population is just over 6,300 residents. Over the last 10 years, the Township experienced a 3.7% decline in population (2006-2011 census) followed by marginal growth of 0.3% (2011-2016 census). Growth in Wainfleet tended to be in the senior population while the youth and working age population declined.

The Township is the only Niagara municipality that does not have designated urban areas nor are municipal services (water or sewer) available. The Township is made up of eight small Hamlet communities, the Lakeshore Area, and a very large agricultural/rural area. The largest Hamlet is Wainfleet Village where the majority of residential, commercial, and community uses are located.

The majority of lands in Wainfleet are agricultural which are protected by planning policies and non-agricultural development is not permitted. Any residential, commercial, institutional, and other non-agricultural development is directed to one of the eight Hamlets and must be on private septic and water. This means that development potential in Wainfleet will be minor, consisting mainly of sporadic low-density development on large lots created by severances or the redevelopment of a lakeshore property. The development of large "suburban" subdivisions, such as those in the Garner South area of Niagara Falls, will not occur in Wainfleet due to planning policy and limitations of private servicing. Both Wainfleet and Niagara Region planning staff confirm this planning direction, the requirements for servicing, that future growth must be focused in Wainfleet's Hamlet areas and, as a result, growth will consist of smaller subdivisions, severances, and redevelopment.

The construction of a new school will not result in the loss of the community's rural character nor will it attract urban development.

¹ From the period 1984 to 1999 students would attend Wainfleet South PS for primary grades and William E. Brown for grades 5 to 8. The enrolments were combined for that period for the purpose of this report.

Individual Student Needs

Members of the public raised concerns that with a larger school the students would be lost or “just a number”, and students wouldn’t have the support or resources needed.

Information Provided by Staff

Class sizes are set by the Ministry of Education and the Collective Agreement. The class size framework is consistently applied across all schools regardless of school size. A school of 200 students will have a range of class sizes consistent with that of a larger school.

Teaching staff allocated to a school are based on enrolment and student needs at the school. A larger school will have a larger staff complement bringing a wider range of interests and expertise. This will provide greater opportunities to have dedicated teachers for specialized programming such as music, art, or physical education, and for more choice in extra-curricular activities, clubs, and sports.

Resources to support student’s individual needs will continue to be available. This includes learning resource teachers, youth counsellors, and social workers. In a school with low enrolment, support staff may be shared with another school, which means the staff person is only available part of the day at each school to support students. A consolidated school with a higher enrolment would allow support staff to be at one site to support students and allow for more speciality support.

Proposed Joint School Venture

Members of the public asked several clarifying questions about the proposed joint school venture and the NCDSB’s role in the process.

Information Provided by Staff

The Ministry of Education sets out Pupil Accommodation Review Guidelines for the closure or consolidation of a school or schools. Each School Board must prepare its own Accommodation Review Policy that is consistent with the Ministry’s Guidelines. The Ministry is currently updating its Pupil Accommodation Review Guidelines and advised that no new accommodation reviews may be undertaken unless it is for a joint school initiative amongst Boards. The recommended option to consolidate William E. Brown PS and Winger PS into a joint school with St. Elizabeth CS is the only scenario that may be considered based on the Ministry’s direction.

The DSBN must undertake a formal accommodation review because a school or schools is being considered for closure or consolidation. The NCDSB is not required to undertake a formal accommodation review since there is no proposal to close St. Elizabeth. The NCDSB has held its own community consultation to receive feedback on the proposed joint school initiative. The DSBN and NCDSB have been working together on the joint school initiative but neither Board is required to participate in the other Board’s review or consultation processes.

The proposed joint-use elementary school would be similar to the Kate S. Durdan PS – Loretto CS in Niagara Falls. Each school would operate independently of one another in providing an elementary education and occupy its own part of the building with separate classrooms and separate entrances. The two schools would share common spaces such as the gymnasium and learning commons.

Closed Schools

Concern was raised that once the schools are closed and buildings are empty there will be issues with maintenance, vandalism, and trespassers.

Information Provided by Staff

The DSBN maintains all of its school properties, regardless of whether the school is open or closed, and would continue to maintain the Wainfleet schools until the school properties are sold.

Transition

The community had questions related to the transition of the school should consolidation be approved such as how the two school communities be brought together and whether there is a process.

Information Provided by Staff

The DSBN's Accommodation Review Policy sets out that a Transition Team is to be established to facilitate a school closure. The Transition Team would include the Area Superintendent, Principals, parents and staff representatives of William E. Brown PS and Winger PS. The Team would identify the issues, needs, and responsibilities related to the school closure. The team would monitor the progress of transition activities and well-being of students affected by the school closure.

5. RECOMMENDED ACCOMMODATION OPTION

The DSBN's Accommodation Review Policy F-2 sets out that the Final Staff Report must provide a recommended option, which could be different from the proposed option set out in the Initial Staff Report. Having completed the consultation process, and after reviewing and considering the information and data provided, the recommended accommodation option for the Wainfleet Elementary Accommodation Review is:

To consolidate William E. Brown PS and Winger PS into a joint-use DSBN-NCDSB school to open for the 2021-22 school year on a site within the Wainfleet Village Hamlet.

The recommended option, should it be approved, could be completed as follows:

- | | |
|------------------------|---|
| 2019 – 2021: | Transition team is established to facilitate the consolidation of the schools. Planning and construction of new elementary school. |
| June 2021: | William E. Brown PS and Winger PS are closed for instructional purposes as of June 30, 2021. |
| September 2021: | New joint DSBN-NCDSB elementary school opens and all students will attend the new school. School boundaries are adjusted accordingly. |

The rationale for the recommended option remains the same as detailed in the Initial Staff Report. The following key points summarize the rationale:

- The proposed option will bring together communities, teachers, and resources into a single school, which will provide the benefits of a larger school population.

-
- Students will benefit from an increased variety of programming, extra-curricular activities, and student supports.
 - A new school facility will provide students and teachers with innovative and modern technology and facilities.
 - A larger staff with a broader base of expertise and experience will be available to meet students' needs and interests.
 - A larger and more diverse student population makes it easier for students to find their niche, based on the premise that in a larger school there is something for everyone.
 - Improved enrolment levels and facility utilization rates can be achieved with a single consolidated school rather than maintaining two lower enrolment and/or underutilized schools. The consolidated enrolment projections and facility utilization can be found in Appendix A.
 - With a capacity of 446 DSBN students, the facility utilization rate would be 100.3% in 2021-22 school year, which represents peak enrolment. It is expected to decline into the 97% - 100% range in the years after.
 - The consolidation would reduce surplus pupil spaces by approximately 55 in the Planning Area based on a 2021-22 opening year.
 - There will be cost savings and efficiencies that are associated with maintaining one school instead of two schools.

Proposed Location for New School

The DSBN uses its Planning Guiding Principles to help guide optimal planning, decision making, and facility construction. A location that is central to the student population, and the community served, is considered optimal to minimize travel distances. DSBN Planning staff used a Geographic Information System program to determine the geographic mid-point of the student population in the planning area Appendix B.

The location falls in the vicinity of Johnson Road, south of Highway 3, and north of Bell Road. This is not an ideal location for a school because planning policy and legislation place a high priority on protecting agricultural lands for agricultural uses. This area is designated Agricultural under Provincial, Regional, and Local planning documents, and zoned for Agricultural use under the Wainfleet Zoning By-law. A school is not permitted by the existing planning designations or zone category. Non-agricultural growth and development, such as a school, is to be accommodated in one of the Township's Hamlet areas.

The Wainfleet Village Hamlet is approximately 3 kilometres east of the geographic midpoint and would be the preferred location for the proposed new joint-use school from a municipal and planning perspective. The Village functions as the Township's center and is the location for the majority of community and civic facilities. William E. Brown PS and St. Elizabeth CS are both located in Wainfleet Village as is the town hall, public library, arena, post office, park, and fire and emergency services.

The potential to co-locate with, or near, municipal and community facilities in the Village provides students with access to additional learning or recreation activities, residents with access to community services in one location, and for potential municipal or community partnerships. Provincial direction from both the Ministry of Education and the Ministry of Municipal Affairs, and Niagara Region Plan policies, supports community hubs and co-location. Township staff has indicated their preference would be that a new school be located in Wainfleet Village, which would support the vision set out in their Official Plan.

Funding

The proposed accommodation option would require capital investment funding and approval from the Ministry of Education and will be requested through the School Capital funding application.

Appendix C is the financial summary for the recommended option.

Transportation

Transportation Policy J-01 will be applied to students in the new consolidated Wainfleet elementary school boundary. The Policy sets out distance and hazard criteria that qualify students for transportation services and stipulates that, whenever possible and practical, the transportation ride time is not expected to exceed one hour.

Niagara Student Transportation Services (NSTS) completed a review of the recommended accommodation option. For the purpose of developing a transportation simulation, a central point in the Wainfleet Village was used as the potential location for the new joint consolidated school.

The simulation projects that William E. Brown PS students would experience decrease in average bus ride time from 21 minutes to 20 minutes. Seventy-six (76) percent of students will have a bus ride time of less than 30 minutes, and 98% of students will have a ride time of less than 45 minutes. Winger PS students would experience an increase in average bus ride time from 20 minutes to 26 minutes. Seventy-one (71) percent of students will have a bus ride time of less than 30 minutes, and 97% of students will have a ride time of less than 45 minutes. The simulation indicates that no students would have a ride time of over 60 minutes.

William E. Brown PS and Winger PS students currently share the bus with St. Elizabeth CS students and this practice would be maintained with a joint consolidated school. Approximately \$7,000 in annual transportation savings are expected with the proposed recommendation as a result of efficiencies with transporting all students to one school site.

Community Partnerships / Community Hubs

The DSBN has always been committed to collaborating with municipal and community partners to identify opportunities to co-locate services at a school site. The accommodation review process is an ideal time to identify potential opportunities. Recent examples include:

- The DSBN and the Town of Fort Erie are working together to fund a performing arts theatre at the Greater Fort Erie SS.
- An agreement between the DSBN and City of St. Catharines for Harriet Tubman PS that gives students use of the municipal park during school hours while after hours the City is able to offer recreation programming in the school's gym.
- A joint venture between the DSBN and the Welland Public Library to have a new public library accommodated at Diamond Trail PS.

The community hubs initiative falls under the umbrella of the Ministry of Infrastructure and was previously included in the mandate letters of many ministries including Education, Health and Long-Term Care, Municipal Affairs and Housing, and Community and Social Services. A community hub can be a school, a neighbourhood centre, or another public space that offers coordinated services such as education, health care, affordable

housing and social services. The Ministries encourage the municipal and education sectors across the province to plan together for the creation of community hubs where appropriate.

The DSBN has engaged in discussions with the Township of Wainfleet and with Port Cares about partnership potential and will continue to explore these opportunities into the future as the process continues. Partnership with a child care provider has also been taken into consideration. There is an existing child care operator at St. Elizabeth CS, and NCDSB staff have advised they will communicate with their partner about future child care space should a new school be built.

6. TIMELINES

Public delegations will be received at the November 6, 2018, Special Board Meeting. If required, an Addendum to the Final Staff Report will be prepared and brought forward to the Board of Trustees for consideration at the November 27, 2018, Board Meeting.

7. RECOMMENDED MOTION

“That the Board of Trustees receive the Wainfleet Elementary Accommodation Review Final Staff Report dated October 12, 2018.”

8. APPENDED DATA

APPENDIX A: Consolidated Enrolment Projection Scenario Wainfleet PS

APPENDIX B: Geographic Midpoint of Winger and William E. Brown Student Locations

APPENDIX C: Consolidated Scenario Wainfleet Elementary Schools Financial Impact

Respectfully submitted,

John Dickson
Superintendent of Education

Stacy Veld
Superintendent of Business Services

Warren Hoshizaki
Director of Education

October 12, 2018

(Potential Wainfleet PS)

Scenario: 306

OTG Capacity: 446.0

Municipality: Wainfleet

Status: Active

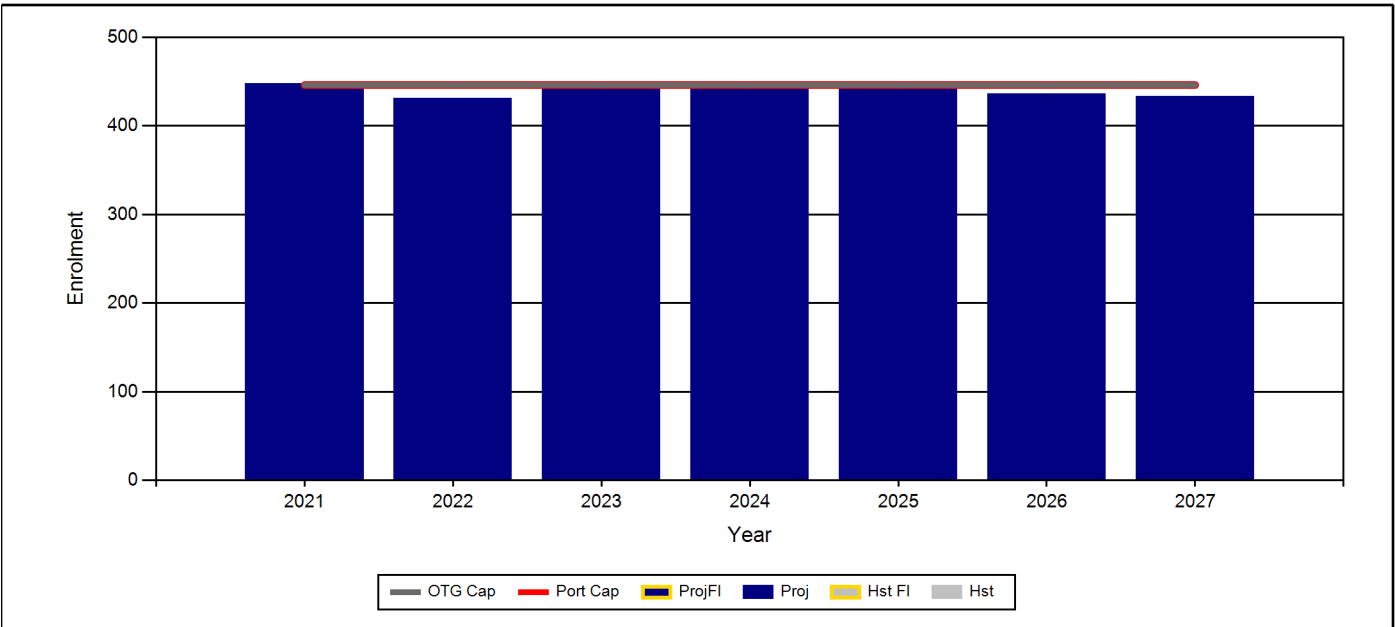
Portable Capacity:

Planning Area: Wainfleet

School Type: Elementary

Portables:

Admin Area: Area 2



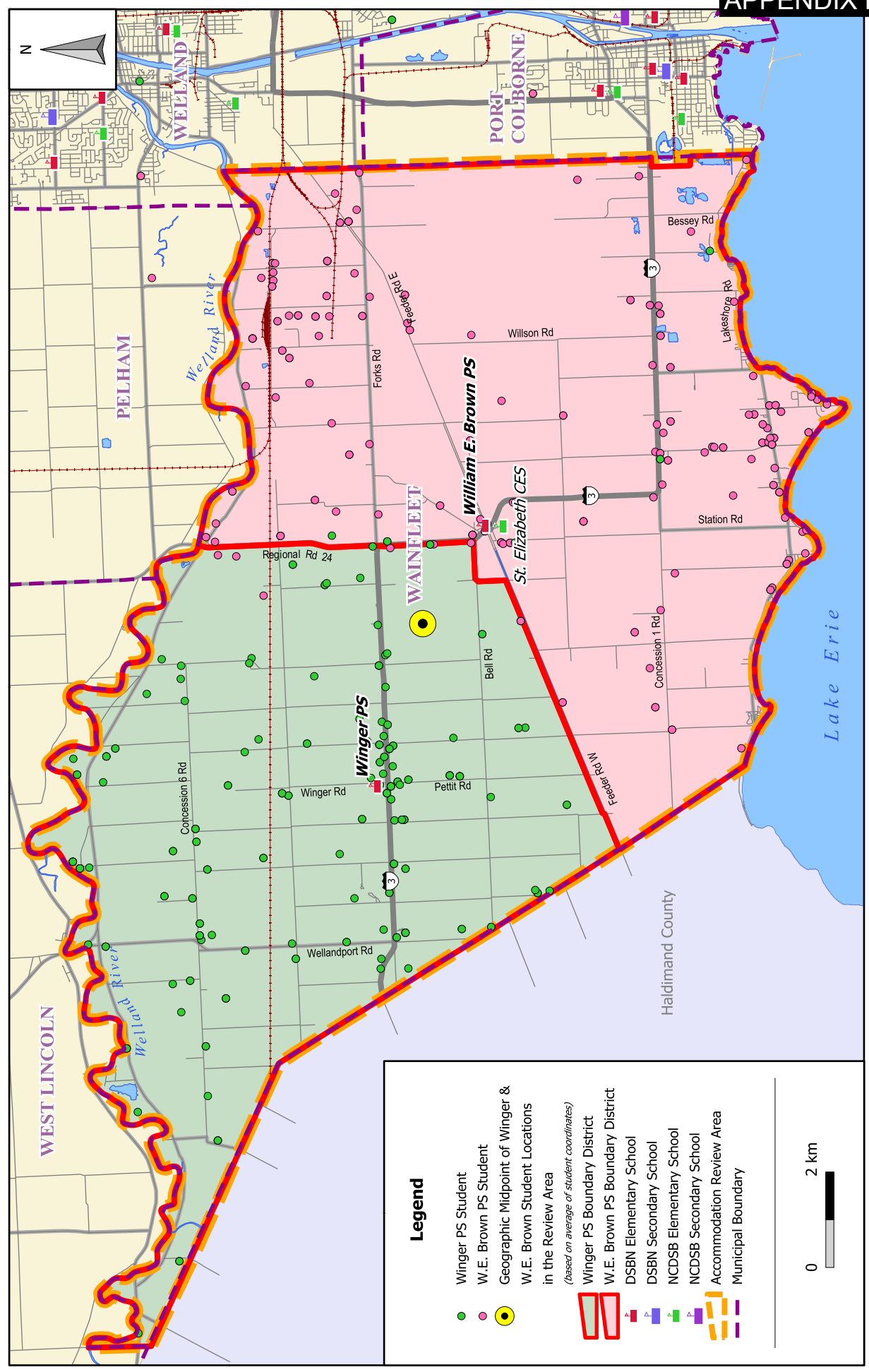
Total Historic Enrolment

Year	JK	SK	01	02	03	04	05	06	07	08	09	10	11	12	Total	Util %
2008	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	
2009	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	
2010	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	
2011	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	
2012	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	
2013	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	
2014	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	
2015	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	
2016	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	
2017	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0	

Total Projected Enrolment

Year	JK	SK	01	02	03	04	05	06	07	08	09	10	11	12	Total	Util %
2018	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0					.0	0.0%
2019	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0					.0	0.0%
2020	.0	.0	.0	.0	.0	.0	.0	.0	.0	.0					.0	0.0%
2021	38.0	29.1	48.1	38.3	43.5	50.8	43.1	48.7	40.6	67.1					447.5	100.3%
2022	37.0	39.5	30.8	48.1	39.1	45.3	52.9	46.6	52.1	40.2					431.5	96.8%
2023	37.0	38.5	41.7	30.8	49.1	40.7	47.1	57.1	49.9	51.6					443.3	99.4%
2024	37.0	38.5	40.6	41.7	31.4	51.0	42.3	50.8	61.1	49.4					443.9	99.5%
2025	37.0	38.5	40.6	40.6	42.6	32.6	53.1	45.7	54.4	60.5					445.6	99.9%
2026	37.0	38.5	40.6	40.6	41.4	44.3	33.9	57.3	48.9	53.9					436.5	97.9%
2027	37.0	38.5	40.6	40.6	41.4	43.1	46.0	36.6	61.3	48.4					433.7	97.2%

Geographic Midpoint of Winger and William E. Brown Student Locations



Legend

- Winger PS Student
- W.E. Brown PS Student
- Geographic Midpoint of Winger & W.E. Brown Student Locations in the Review Area
(based on average of student coordinates)
- Winger PS Boundary District
- W.E. Brown PS Boundary District
- ▲ DSBN Elementary School
- ▲ DSBN Secondary School
- ▲ NCDSB Elementary School
- ▲ NCDSB Secondary School
- Accommodation Review Area
- Municipal Boundary

0 2 km

Note: Student locations based on September 21, 2018 Trillium data.
 Map prepared by: DSBN Planning Services, September 2018. Contains map data courtesy of: © 2018 Regional Municipality of Niagara and its suppliers, © 2010 Queen's Printer (Ontario Ministry of Natural Resource

**Consolidated Scenario
Wainfleet Elementary Schools
Financial Impact**

ESTIMATED CAPITAL COSTS	Capital (One Time) \$
Capital build and site requirements:	
<ul style="list-style-type: none"> • 550 capacity joint elementary school, septic system, parking and site preparation costs • Site purchase 	<p>13,400,000</p> <p>TBD</p>

NET OPERATING SAVINGS/(COSTS)	Annual \$
<u>Savings</u>	
Transportation	7,000
Principals / Vice Principals	49,000
Secretaries	28,000
Caretaking	20,000
Utility, Property and Maintenance Costs	<u>75,000</u>
	179,000
<u>Costs</u>	
Decrease to School Foundation Grant	<u>(107,000)</u>
 Net Operating Savings/(Costs)	 <u><u>72,000</u></u>

ESTIMATED SCHOOL RENEWAL	Capital (2018-2023) \$
School Renewal Expenditures Avoided	<u><u>5,602,956</u></u>

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE MEETING
NOVEMBER 13, 2018**

PUBLIC SESSION

**TITLE: STUDENT VOICE: GRADE 8 TRANSITION AND GRADE 12
GRADUATION SURVEY RESULTS 2017-2018**

The Student Voice: Grade 8 Transition and Grade 12 Graduation Survey Results
2017-2018 report is presented for information.

Prepared by: Lee Ann Forsyth-Sells, Superintendent of Education
Christine Battagli-Research, Assessment, Evaluation and Reporting Consultant

Presented by: Lee Ann Forsyth-Sells, Superintendent of Education
Christine Battagli- Research, Assessment, Evaluation and Reporting Consultant

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

Date: November 13, 2018



REPORT TO THE COMMITTEE OF THE WHOLE NOVEMBER 13, 2018

STUDENT VOICE: GRADE 8 TRANSITION AND GRADE 12 GRADUATION SURVEY RESULTS 2017-2018

BACKGROUND INFORMATION

Niagara Catholic values student voice as a priority to enhance student engagement, student achievement, and the well-being of all Niagara Catholic elementary and secondary students. Student Voice Surveys administered to Grade 8 students and Grade 12 students at the end of the 2017-2018 school year invited feedback from students about their Catholic elementary and secondary educational experiences in Niagara Catholic schools.

The results of the Student Voice Surveys provide administrators, teaching and support staff, along with Board staff, information/data to inform Board and School Improvement Plans for Student Achievement and Well-Being, along with evidence for informed decision making about enrolment, retention and Catholic education.

Completed

- ✓ Presented system level highlights to Senior Administrative Council.
- ✓ Provided elementary and secondary school Principals with a PDF of their school summary results via email.
- ✓ Provided each secondary school Principal with a PDF of the summary results of the Grade 8 Transition Survey for their respective FOS via email.
- ✓ Provided system level highlights to Principals and Vice-Principals for their independent review.
- ✓ Presented system highlights to secondary Library Technicians.

Ongoing

- ✓ Present system level highlights to Student Senate and dialogue about findings and next steps: November 13 and 28, 2018.
- ✓ Present system highlights to Committee of the Whole- November 13, 2018.
- ✓ Provide Board staff with system level highlights to share with colleagues.
- ✓ Provide opportunities for dialogue in Family of Schools to support retention, enrolment and Catholic education.
- ✓ Provide a mechanism, such as a focus group, to gather feedback about the questions from stakeholders to support subsequent administrations of the surveys, including alignment with the Ministry of Education Grade 8 and 12 Exit Surveys.

A visual presentation on the Student Voice: Grade 8 Transition and Grade 12 Graduation Survey Results 2017-2018 will be presented as part of this report.

The Student Voice: Grade 8 Transition and Grade 12 Graduation Survey Results 2017-2018 report
is presented for information.

Prepared by: Lee Ann Forsyth-Sells, Superintendent of Education
Christine Battagli-Research, Assessment, Evaluation and Reporting Consultant

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

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

Date: November 13, 2018

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE MEETING
NOVEMBER 13, 2018**

PUBLIC SESSION

**TITLE: PROVINCIAL CONSULTATION ON EDUCATION REFORM
IN ONTARIO**

The Provincial Consultation on Education Reform in Ontario report is presented for information.

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

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

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

Date: November 13, 2018



REPORT TO THE COMMITTEE OF THE WHOLE NOVEMBER 13, 2018

PROVINCIAL CONSULTATION ON EDUCATION REFORM IN ONTARIO

BACKGROUND INFORMATION

At the October 23, 2018 meeting of the Niagara Catholic District School Board, the Board received information on the Government of Ontario's Consultation on Education Reform in Ontario.

In addition to informing the Board of the current opportunity to participate in the consultation process through a number of options provided by the Government of Ontario, an invitation to participate in the consultation process was sent to all Niagara Catholic staff for their consideration to participate.

In addition, the invitation to participate in a written, online or telephone town hall consultation process has been placed on the Board website, communicated through our social media accounts, included in information sent to all parents and guardians and has been sent to, or is in the process of, being placed on upcoming agendas of:

- Catholic School Councils
- Alliance Committee
- Niagara Catholic Parent Involvement Committee (NCPIC)
- Student Senates – Elementary and Secondary
- Special Education Advisory Committee (SEAC)

The deadline for written submissions is December 15, 2018 through the Government website - <https://www.ontario.ca/page/for-the-parents>

At the November 13, 2018 Committee of the Whole Meeting, Trustees will be invited to engage in the design of a Board submission to the Consultation on Education Reform in Ontario.

Attached – Consultation: Education in Ontario

The Provincial Consultation on Education Reform in Ontario report is presented for information.

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

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

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

Date: November 13, 2018



Consultation: Education in Ontario

We invite everyone – parents, students, educators and interested individuals or organizations – to provide feedback on the education system in Ontario.

Our goal is to prepare Ontario students for success, improve their academic achievement and equip them with the tools needed to enter the working world.

Consultation closing date: December 15, 2018

About the consultation

We're consulting with parents across the province to address concerns and get feedback in several areas of the education system.

Feedback from these consultations will help shape decisions in the following areas:

1. Improving student performance in [Science, Technology, Engineering and Math \(STEM\)](#)
2. Preparing students with needed job skills, such as [skilled trades](#) and coding
3. Improving provincial [standardized testing](#)
4. Ensuring students graduate with important life skills, including [financial literacy](#)
5. Managing the use of technology in classrooms, such as cell phones
6. Building a new age-appropriate [Health and Physical Education curriculum](#) that includes subjects like mental health, sexual health education and the legalization of cannabis
7. Developing the first-ever [Parents' Bill of Rights](#)

How to participate

There are three ways to participate:



Open submission (available now)

Share your views on all or some of the 7 key consultation areas that are outlined above:

1. Use our private and confidential online [submission form](#), **or**
2. Email your written submission to fortheparents@ontario.ca and:
 - include your name or the name of your organization
 - add “provincial consultations” as the subject
 - attach your submission as a PDF or Word document



Online survey (coming soon)

We will launch an online survey to gather more of your feedback. Details coming soon.



Telephone town hall (coming soon)

We will host telephone town halls in every region of the province. Dates and registration details coming soon.

During the consultation

During this consultation period, fundamental lessons have been restored to classrooms.

We have issued curriculum guidance to assist educators and ensure a common curriculum standard across Ontario. All provincial education professionals, including teachers, are expected to follow this curriculum guidance.

[Read the Ontario curriculum](#). All provincial education professionals (including teachers) in publicly funded or inspected private schools are expected to develop classroom programs based on the expectations outlined in these curriculum documents.

Curriculum feedback

[I want to express concerns about the curriculum currently being taught in my child's classroom.](#)

Teacher excellence

[I want to share a story about an educator who has gone above and beyond to support student performance.](#)

Other feedback

[I have another issue I want to address.](#)

Your privacy matters

By participating in the consultation through the online survey, the open submission form, the education feedback form or by email to fortheparents@ontario.ca you may be sharing personal information with the Ministry of Education (Ministry).

The Ministry of Education is collecting your personal information under the authority of paragraphs 2, 3, and 5 of subsection 8.1(1) of the *Education Act*, R.S.O. 1990, c. E.2.

The Ministry may use any personal information that you submit through the online survey, the open submission form, the education feedback form or by email to fortheparents@ontario.ca, including, but not limited to, your personal opinions and views, name, email address, and IP address, for the purpose of education policy development including curriculum development, program and service planning, evaluation, and resource allocation as well as research and statistical activity related to education. The Ministry may also use your personal information to contact you to clarify your answers, to ask for further information or to inform you of additional opportunities to participate in consultation on the development of education policy. The Ministry will not disclose your personal information for any purpose, unless required by law.

If you have questions about the collection, use and disclosure of your personal information please contact:

Director, Incubation and Design Branch
Ministry of Education
900 Bay Street, Mowat Block
Toronto, Ontario M7A 1L2
Email: publiceducation@ontario.ca

For more information on protecting your personal information, please visit our [privacy statement](#).

Updated: September 28, 2018
Published: August 22, 2018

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE MEETING
NOVEMBER 13, 2018**

PUBLIC SESSION

**TITLE: ACCOUNTABILITY FINANCIAL REPORT 2018-2019 – AS OF
NOVEMBER 13, 2018**

The Accountability Financial Report 2018-2019 – as of November 13, 2018 is presented
for information.

Prepared by: Giancarlo Vetrone, Superintendent of Business and Financial Services

Presented by: Giancarlo Vetrone, Superintendent of Business and Financial Services

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

Date: November 13, 2018



REPORT TO THE COMMITTEE OF THE WHOLE NOVEMBER 13, 2018

ACCOUNTABILITY FINANCIAL REPORT 2018-2019 – AS OF NOVEMBER 13, 2018

BACKGROUND INFORMATION

Operational Update

Early 2017-2018 Fiscal Results

The external auditors are in the process of completing their annual year-end audit and our Audited Financial Statements will be presented at the November 23, 2018 Audit Committee meeting. The initial financial results indicate the Board will end the 2017-2018 fiscal year in a surplus position. Early indication is that the Niagara Catholic District School Board has achieved the first year of the Ministry of Education's multi-year recovery plan targets. The positive results will allow management to re-evaluate 2018-2019 targets and adjust 2018-2019 Revised Estimates accordingly.

The Board is now no longer responsible for continuation of group benefits while on LTD for employees that have transitioned to the Employee and Life Health Trust (ELHT). Since all employee groups have transitioned to the ELHT as at August 31, 2018, the liability for continuation of group benefits for employees on LTD has been eliminated. Therefore, the advent of the Employee Life Health Trust for all employees has removed approximately \$2.0M in benefit expenses. This will decrease our commitment in our unavailable for compliance portion of accumulated surplus/deficit.

The Data Centre move to the Niagara Region has achieved many milestones and is on target to be completed and fully implemented for January 1, 2019. This Data Center relocation project and the related cloud modernization platforms help to bring Niagara Catholic District School Board into the future and a leader in the province. This move will allow us to scale and deliver all the education services necessary to fulfill all of our goals for students and staff with increased reliability. It also optimizes our services for business solutions, enabled rapid delivery of servers for future projects and helps to drive down and control costs and increase our security posture.

Potential Increase in Plowing & Salting Contracts

The original estimates in June 2018 earmarked approximately \$1.1M in snowplowing and salting for the Niagara Catholic District School Board based on our original pricing contracts and estimated frequency. However, our current vendors in the Niagara Region have engaged us with inflationary pricing pressures related specifically to our salting. The initial report indicates a potential pricing increase between 10%-20% for most vendors throughout the region.

Additional deployment of Education Assistants to meet the needs of our students has continued through the month of September and October. Much of this investment will be offset by the additional revenue received from increases in our SEPPA funding.

Year-to-date Illnesses – Occurrences

We continue to closely monitor attendance for all staff. The trending data of illnesses and associated replacement costs associated with specific staff is important to management to ensure our estimates are aligned with usage.

The data below does not reflect replacement percentages as of October 31, 2018.

	September 2017	September 2018	October 2017	October 2018	YTD 2017	YTD 2018	YTD 2015
Elementary Panel Staff	1,120	1,315	1,688	2,106	2,808	3,721	2,312
Secondary Panel Staff	549	750	843	1,022	1,392	1,772	850
Total Panels	1,669	2,065	2,101	3,128	4,200	5,493	3,162
Instructional Days	19	19	20	21	39	40	37
Occurrences / Inst. Day	87.8	108.7	105.0	148.9	107.7	137.3	85.5

*includes short term illnesses

The number of occurrences year-over-year reflects a 31% increase in illness days for both panels and a 73.7% increase since YTD October 2015.

Ministry of Education Update

The government is tasked to undertake a review of the Education Development Charge (EDC) policy framework, as well as recent amendments made to Ontario Regulation 20/98: Education Development Charges –General (O. Reg 20/98) made under the Education Act to implement a temporary cap or “pause” on EDC rate increases until the review is complete.

Amendments to O. Reg. 20/98

The amendments to O. Reg. 20/98 include the following four key elements:

- Maintain EDC rates at the levels in existing by-laws as of August 31, 2018;
- Limits the ability of boards to change the areas in their by-law that are subject to EDCs;
- Restricts additional boards from becoming eligible to pass a new EDC by-law; and
- Streamlines some of the requirements to be included in the required background study.

In memorandum 2018: B05, the Ministry of Education communicated its updated operating cash flow policy and procedures to reduce the associated borrowing costs currently incurred by the Province to more closely align with the Ontario Public Service cash management directive. The ministry is expanding the cash management strategy to apply to Proceeds of Disposition balances while recognizing the school boards’ needs for renewal and other capital projects.

Adjustments for 2018-2019 will no longer be provided through EPO funding or the 2018–2019 GSN, through the Senior Administration benchmark for salaries and benefits. As a result, this benchmark will decrease from \$170,430.45 to \$167,912.27.

Funding will be allocated to school boards by increasing all three Special Education Per-Pupil Amount Allocation benchmarks to the following:

- \$1,007.08 per JK to Grade 3 student;
- \$773.57 per Grade 4 to 8 student; and
- \$510.73 per Grade 9 to 12 student.

This increase will support all students with special education needs including those with Autism Spectrum Disorder and other needs such as mental health needs.

The additional Ministry of Education funding will eventually result in the deployment of approximately 13.0 FTE Education Assistants for the 2018-2019 fiscal year.

The Accountability Financial Report 2018-2019 – As of November 13, 2018 report is presented for information.

Prepared by: Giancarlo Vetrone, Superintendent of Business and Financial Services

Presented by: Giancarlo Vetrone, Superintendent of Business and Financial Services

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

Date: November 13, 2018

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
NOVEMBER 13, 2018**

PUBLIC SESSION

**TOPIC: TRUSTEE INFORMATION
SPOTLIGHT ON NIAGARA CATHOLIC – OCTOBER 23, 2018**



October 23, 2018

Board Approves Policies

During the October Board Meeting, trustees approved four policies.

Electronic Communications Systems (Employees) Policy (201.12), Student Parenting Policy (302.5), Playground Equipment Policy (702.1) and Continuing Education Policy (400.1) are available online for the public to review.

Shining the Spotlight on St. Andrew Catholic Elementary School

At each month's Board Meeting, one school is invited to present to trustees about why they are such an integral part of the community it serves.

At the October 23 meeting, the spotlight was on St. Andrew Catholic Elementary School, and principal Chris Kerho brought with him a video presentation which included students sharing what they love about St. Andrew Catholic Elementary School.

The video opens with a student in the school's outdoor classroom, one of many projects the school has undertaken which has earned St. Andrew Catholic Elementary School a Platinum Certification with Ontario EcoSchools. She also spoke about the other initiatives, which also includes a Sweater Day every February, a fundraiser each spring through which students grow and then sell Calla Lilies and the school's massive vegetable garden, which is used to make the salad and sauce for the very popular pasta lunches.

The video also showcased a number of students talking about why they love St. Andrew Catholic Elementary School and how it has helped them develop and grow. Their answers included faith, the number of activities and academics available to students, the new friendships they have developed, and things such as being encouraged to set goals, challenge themselves to learn new skills and to be resilient.

It concluded with a song by students about St. Andrew Catholic Elementary School. You can view the video [here](#).

Good News!

Have you checked our Good News page lately? If you haven't, you could be missing some really great news!

Follow us!

To ensure you stay connected with Niagara Catholic news and events, please be sure to like us on [Facebook](#) and follow us on [Twitter](#) and [Instagram](#), and check our website often for updates and breaking news. It's the best way to stay in the know.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
NOVEMBER 13, 2018**

PUBLIC SESSION

**TOPIC: TRUSTEE INFORMATION
CALENDAR OF EVENTS NOVEMBER 2018**



NOVEMBER 2018

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	1 All Saints' Day NCPIC Meeting	2 All Souls' Day	3
4	5	6	7 SEAC Meeting	8	9	10
11	12	13 SAL Meeting Committee of the Whole Meeting	14 Grade 9 Take Our Kids to Work Day	15	16 Elementary/Secondary PA Day	17
18	19	20 Secondary Open House: Blessed Trinity	21 Kindergarten Open House and Registration 9 a.m.—6 p.m.	22 Secondary Open Houses: Denis Morris Lakeshore Catholic Notre Dame Saint Michael Saint Paul	23	24
25	26	27 Policy Committee Board Meeting	28	29 Secondary Open Houses: Holy Cross Saint Francis	30	

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
NOVEMBER 13, 2018**

PUBLIC SESSION

**TOPIC: TRUSTEE INFORMATION
ONTARIO LEGISLATIVE HIGHLIGHTS
OCTOBER 26, 2018
NOVEMBER 9, 2018**

ENTERPRISE

ONTARIO LEGISLATIVE HIGHLIGHTS

 enterprisecanada.com/ontario-legislative-highlights-october-26

October 26, 2018

October 26, 2018

WEEKLY ROUNDUP

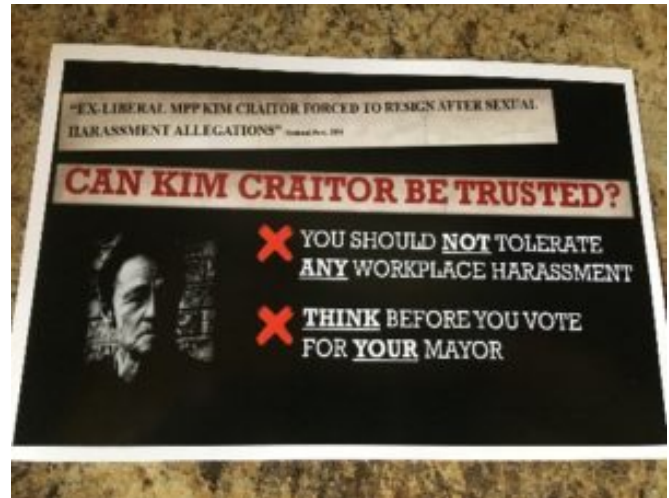
JUSTIN TIME – Provincial and municipal elections are now behind us, but the campaigning isn't about to stop, as next year's federal election suddenly looms into view. Premier **Doug Ford** has made it clear he plans to be very much a part of that discourse. There are any number of reasons being postulated for his interest in federal politics – he wants to run for Prime Minister himself, he genuinely loathes PM **Justin Trudeau** and the Liberals, he's boosting current Conservative Leader **Andrew Scheer**, he's keen on the idea of a conservative bloc of Ontario and the prairie provinces – but he is obviously not content to be a passive observer. Trudeau, for his part, made his own Bring-It-On statement this week, choosing Ford's Etobicoke North riding to announce a new climate change program that will impose a carbon tax but rebate the money back to consumers. Ford wasn't nearby for the event – he was (conveniently for Trudeau) in Sault Ste. Marie – but didn't mince words in slugging the federal plan (see For The Record, below).

YOU BELONG TO THE CITY – An up and down 2018 went decidedly up for a handful of politicians who started the year as MPPs and reinvented themselves by winning municipally on Monday. To recap:

- **Patrick Brown** was most notable, succeeding in his bid for Mayor of Brampton – perhaps adding a new chapter to the next printing of his soon-to-be-released book about his tribulations and ouster as leader of the Ontario PCs. Still more plot twists could be on the horizon as he engages with his former colleagues; it's no secret that many of the Tories around Premier Ford are not Brown fans.
- Other ex-MPPs who made it back into public office include a spate of Liberals: **Kathryn McGarry** as Mayor of Cambridge, **Bill Mauro** as Mayor of Thunder Bay, **Mike Colle** as a Toronto City Councillor, **Jim Bradley** as a Niagara Regional councillor (and a rumoured candidate to be appointed Niagara Region Chairman), **Dipika Damerla** as a Mississauga

Councillor and **Granville Anderson** as a Regional Councillor in Clarington.

- Not so fortunate was **Chris Ballard**, who went 0-for-2 in elections this year, losing in June then again in his bid for Aurora Mayor.
- Elsewhere on the comeback trail – for MPPs from earlier governments – **Steve Peters** topped all vote-getters in St. Thomas to reclaim a seat on the local council. Others came up short, including former Liberal cabinet minister **David Caplan**, who lost in Toronto, and **Kim Craitor**, who was unable to beat incumbent Niagara Falls Mayor **Jim Diodati**. (Craitor has the added ignominy of an orchestrated campaign against him by opponents. Posters were distributed around the city rehashing his departure from Queen’s Park under a cloud of sexual harassment allegations.)



GET A FIX – So far in its mandate the Ford government has been a blunt instrument, going all-in with its policy decisions. But it is taking a markedly more measured approach in addressing the oh-so-sensitive

subject of harm reduction. Health Minister **Christine Elliott** acknowledged that Premier Ford is personally against supervised injection sites, but evidently Elliott – who has met extensively with experts in the field – talked him into allowing the facilities to continue operating. However, new rules will soon be applied for what will now be called the “Consumption and Treatment Services model” which Elliott said will be “rooted in a relentless focus on getting people the help that they need by connecting them to treatment.” There will be a maximum of 21 sites across the province (there are currently 18), and “wrap-around” services will need to be in place – including connections to health and social services like mental health supports, housing and employment, as well as treatment and rehabilitation services. Consultation with local residents, businesses and police will have to be part of the process, pop-up sites will not be allowed, and all existing locations will have to re-apply, with the new model to be in effect next spring.

HEALTHY CHOICES – “Organizational realignment” are words that strike fear into the hearts of many bureaucrats – especially in a government looking to save money – but reaction to just such an undertaking in the Ministry of Health has been muted so far. Elliott, whose moderate sensibilities seem to make her more acceptable to those fearful of Ford’s agenda (hence the lack of outrage around the harm prevention plan above), announced the restructuring late Friday. It includes the merger of some divisions and branches, and the departure of a few senior bureaucrats – including the Chief Health Innovation Strategist – who were reportedly packaged out (as opposed to being laid off, which would violate Ford’s campaign promise not to fire any civil servants).

IT'S NEWS TO THEM – Still reeling from their election thrashing in June, the Ontario Liberals are trying to stay upbeat. They've renamed their weekly newsletter as *The Nitty Gritty*, playing on their longstanding nickname of "Grits." In announcing the rebranding, party President **Brian Johns** explained the roots of this moniker – a group of democratic reformers in Eastern Ontario who demanded of themselves "clear grit all the way through" in reference to the mortar used in stone buildings at the time. Now you know.

IN THE HOUSE

- Economic Development Minister **Jim Wilson**, who is responsible for Red Tape and Regulatory Burden Reduction, introduced Bill 47, the *Making Ontario Open for Business Act*. Provisions in the legislation include maintaining the current minimum wage at \$14 per hour until 2020, to be followed by increases tied to inflation; repealing Liberal labour reforms, including rules around scheduling and personal emergency leave; and winding down the Ontario College of Trades.
- Education Minister **Lisa Thompson** introduced bill 48, the *Safe and Supportive Classrooms Act*, amending legislation around teacher certification, including revoking an educator's licence for any act of sexual abuse of a student or child, and requiring new teachers to complete a math content knowledge test before seeking their certification.
- Thompson used a point of order to congratulate her Parliamentary Assistant **Sam Oosterhoff** – Ontario's youngest-ever MPP – "for popping the question. And she said yes."

For the current status of government legislation, click [Government Bills](#).

FOR THE RECORD

"Never believe a politician who tells you he will save you money by hiking your taxes. Plain and simple, the Trudeau carbon tax will make life harder and more expensive in Ontario. The people of Canada are too smart to believe that Trudeau's phoney rebates are anything more than a temporary vote-buying scheme that will be discarded once the election is over. In contrast, the carbon tax rip-off is forever."

Premier Doug Ford, in a statement about the federal Liberals' new carbon pricing plan.

"Attack workers We fight Back \$15."

Message spray-painted by vandals on the wall of Labour Minister **Laurie Scott's** Lindsay constituency office after legislation was introduced freezing the minimum wage at \$14/hr. The office was broken into and trashed.

“No matter how much hurt this government creates, no matter how far they drag us backwards, no matter how many disappointing announcements we get... there is no justification for violence, no justification for criminal activity.”

NDP Leader **Andrea Horwath**, distancing herself from the vandalism, if not the motivation behind it.

“We promised the people of Ontario to restore accountability and trust in Ontario’s finances. Part of that process means making tough decisions about projects across Ontario.”

Ominous statement from Training, Colleges and Universities Minister **Merilee Fullerton**, announcing cancellation of post-secondary expansion projects in three GTA communities.


“The previously funded satellite campus was the bare minimum the province could do to provide help and opportunities to young people in Brampton ... This is a step backwards.”

Newly elected Brampton Mayor Patrick Brown, whose first public issue in his new role was responding to the loss of the planned Ryerson University/Sheridan College campus – a decision some suggested was partly made *because* Brown won as Mayor, and the Ford Tories don’t like him. Ironically, it was Brown who recruited Fullerton as a candidate when he was PC party leader.

© 2018 Enterprise Canada Inc.

ENTERPRISE

ONTARIO LEGISLATIVE HIGHLIGHTS

 enterprisecanada.com/ontario-legislative-highlights-november-9

November 9, 2018

November 9, 2018

WEEKLY ROUNDUP

THEM TOO – Inevitably in politics, perceptions of a cover-up are more damaging than the alleged misdeeds that spawned them (think Watergate). Such appears to be the beast Premier **Doug Ford** is now trying to tame, in the wake of last Friday’s abrupt resignation of **Jim Wilson** from cabinet and from the PC caucus. Initially, the narrative – set forth by a short statement from Ford’s office – was that Wilson was leaving to “seek treatment for addiction issues.” That part is apparently true (Wilson has reportedly entered rehab for alcohol abuse), and was greeted with a wave of sympathetic well wishes from across party lines, many praising his “courage” in facing up to his demons. But on Monday the story changed quite dramatically, amid news reports that Wilson had actually been forced out by accusations of sexual misconduct from a male staffer at Queen’s Park. At the same time, it was also reported that **Andrew Kimber**, a senior advisor to Ford, had also resigned, in his case over allegations of sexting female colleagues. Ford insisted that the whole truth was originally kept quiet in deference to the complainants – “They repeatedly asked us not to make this a media story ... with all due respect to the media, they trump the media,” he pleaded to reporters – but that just made things worse when the true impetus for the resignations emerged a few days later. NDP MPP **Sara Singh** wasted no time invoking the dreaded C-word – “cover-up” – charging, “This is a lie by omission. There’s information that is being withheld.” Ford acknowledged that independent investigations are underway into both sets of allegations, but noted that the accusers have not gone to police. As for the accused, Ford didn’t hide his disdain, scorning, “They’re gone, they’re done. See ya later.” Kimber subsequently issued an apology via Twitter; Wilson has yet to comment publicly.

CABINET FILING – Perceptions aside, a very real cabinet shuffle was necessitated by Wilson’s departure. (He will continue to sit as the MPP for Simcoe-Grey, albeit as an independent. As such, there is no need for a by-election to replace him in what is considered one of the safest

PC seats in the province.) **Todd Smith** steps into Wilson's Economic Development role, opening the door for **Bill Walker** to be promoted into cabinet in Smith's previous Government and Consumer Services portfolio. Four other ministers swapping portfolios (**Sylvia Jones** trading up to Community Safety and Correctional Services, with **Michael Tibollo** going the other way to Tourism, Culture and Sport; **Jeff Yurek** taking over Transportation, changing places with **John Yakabuski**, who is now responsible for Natural Resources and Forestry) was seen as Ford bouncing troubled but still trusted ministers into lower profile roles. As always, reviews of the shuffle had a partisan flavour, with Liberal supporters chortling that former Premier **Kathleen Wynne** was able to keep her cabinet intact for more than a year, compared to Ford having to move ministers barely four months into his mandate. Tories scoffed that Wynne's intransigence was part of her government's problem, lauding Ford for taking decisive action.

DEPUTY DEPARTURE – Ministry depth charts are still being written in pencil, as the roster of Deputy Ministers remains in flux. **Scott Thompson**, who is the senior bureaucrat in Transportation and Infrastructure, has announced he's leaving at the end of the calendar year. A job search to fill the two vacancies, along with a new Deputy for Treasury Board, is underway.

VIC SCHTICK – However much they may be reeling right now, Ford's Tories will almost certainly be able to wrest back control of the overall messaging next week. On Thursday, Finance Minister **Vic Fedeli** will deliver a fall economic statement. He has indicated it will be a mini-Budget, including tax measures and policy changes, rather than the vague fiscal update these reports have become in recent years. To be sure, there will also be plenty of castigating of the previous Liberal government's financial management – a theme that will continue at least until next spring's formal Budget, and probably beyond.

WILD BLUE, YONDER – The day after Fedeli's economic statement, Progressive Conservatives from across the province will gather in Toronto for their annual convention starting November 16. The mood will no doubt be jubilant (a return to power after 15 years on the outside will do that), kicking off with a "Victory Party" on Friday night, with Ford hosting a Premier's Dinner Saturday. The most serious bit of business will take place on Sunday, when delegates will vote for the party executive.

CHEAT SHEET – How stunningly different this PC convention will be compared to a year ago. Although popular in the polls, then-party leader **Patrick Brown** was staring down a raft of allegations of cheating in nomination meetings – perceived mismanagement that likely contributed to his lack of internal support when his downfall came a few months later. But despite the Tories' resounding election win under Ford in June, the genie is not completely back in the bottle. Police in Hamilton confirmed this week that arrests have been made (although no charges, yet) in their investigation of alleged fraud related to the Hamilton West-Ancaster-Dundas PC nomination in May of 2017. This confirmation came as part of the police argument against releasing details of their investigation. Described as the first probe of its kind related to accusations of cheating by a Canadian political party, the cops contend that disclosing information – as sought by the *Globe and Mail* and CTV – could jeopardize the case

by creating “undue negative bias” toward the government.

IN THE HOUSE

MPPs did not sit this week, with most in their home constituencies getting ready for Remembrance Day services this weekend. The Assembly will reconvene on November 12.

FOR THE RECORD

“It’s pretty sloppy. The interim report just basically listed who we met on what date. That’s because the timelines for this committee are so tight and the information we heard we already knew ... I’ve said to those [PC committee] members, if you already know what you want from this committee, can’t you just save us a lot of time and can’t we just get to it? They clearly have an end goal, which is purely politics.”

NDP MPP **Catherine Fife**, unimpressed by the Select Committee on Financial Transparency looking into the previous government’s finances, which released a two-page interim report.

“That is nice. That is a quality sign.”

Premier Ford, in Sarnia to unveil the first of 25 “Welcome to Ontario – Open for Business” signs at 18 border crossings.

“People in Ontario will see this as nothing more than a cheesy exercise in sloganeering. I’m sure they would much rather see those dollars invested in local infrastructure and supports for education or small business.”

NDP MPP **Taras Natyshak**, scoffing at the border signs, and the \$106,000 cost to produce and install them.

© 2018 Enterprise Canada Inc.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
NOVEMBER 13, 2018**

PUBLIC SESSION

**TOPIC: TRUSTEE INFORMATION
NOVEMBER 1, 2018 OCSTA MEMORANDUM – BILL 48 SAFE
AND SUPPORTIVE CLASSROOMS ACT, 2018**



Ontario Catholic School
Trustees' Association

Box 2064, Suite 1804
20 Eglinton Avenue West
Toronto, Ontario M4R 1K8
T. 416.932.9460 F. 416.932.9459
ocsta@ocsta.on.ca www.ocsta.on.ca

Beverley Eckensweiler, *President*
Michelle Griepsma, *Vice President*
Nick Milanetti, *Executive Director*

November 1, 2018

MEMORANDUM

TO: Chairpersons and Directors of Education
- All Catholic District School Boards

FROM: Beverley Eckensweiler, President

SUBJECT: *Bill 48 Safe and Supportive Classrooms Act, 2018*

On Thursday October 25, 2018 the Minister of Education introduced for first reading the *Safe and Supportive Classrooms Act, 2018* (Bill 48"). This bill amends a number of statutes that impact the education sector. In summary, bill 48 will require that:

- New teachers successfully complete a math content knowledge test before seeking their teaching registration.
- The Discipline Committees of the Ontario College of Teachers and College of Early Childhood Educators revoke an educator's certificate of registration for any act of sexual abuse of a student or child.
- Provides regulation making authority for cabinet to prescribe behaviours of a sexual nature that are prohibited under the *Criminal Code* (Canada) would result in the mandatory revocation of an educator's certificate of registration.
- Amends the Education Act to give the Minister of Education the authority to develop policies for boards in respect of service animals.

Following is a summary of the bill.

SCHEDULE 1
Early Childhood Educators Act, 2007

The Schedule amends the *Early Childhood Educators Act, 2007*.

1. The definition of "professional misconduct" is amended to include "prescribed sexual acts", which are acts of a sexual nature prohibited under the *Criminal Code* (Canada) and prescribed by a regulation made under the Act.

2. The new subsection 1 (3) clarifies that sexual abuse of a child does not include touching or behaviour that is a necessary part of an early childhood educator’s professional responsibilities or remarks that are pedagogically appropriate.

3. Clauses 31.1 (1) (c) and 33.1 (1) (c) and subsections 35.1 (4) and 36 (4.1) and section 37 are amended to apply to prescribed sexual acts.

4. Section 33.2 of the Act is amended to require mandatory revocation of a member’s certificate if the Discipline Committee finds the member guilty of an act of professional misconduct that consists of or includes sexual abuse of a child, a prohibited act involving child pornography or a prescribed sexual act.

SCHEDULE 2

Education Act

The *Education Act* is amended to provide the Minister authority to establish policies and guidelines respecting service animals in schools, and require boards to comply with the policies and guidelines and to develop policies in accordance with those policies and guidelines.

SCHEDULE 3

Ontario College of Teachers Act, 1996

The Schedule amends the *Ontario College of Teachers Act, 1996*. The principal amendments made by the Schedule include the following:

1. Various amendments are made with respect to professional misconduct:

i. The definition of “professional misconduct” is amended to include prescribed sexual acts, which are offences of a sexual nature under the *Criminal Code* (Canada) and prescribed by a regulation made under the Act.

ii. The new subsection 1 (8) clarifies that sexual abuse of a student does not include touching or behaviour that is a necessary part of a teacher’s professional responsibilities or remarks that are pedagogically appropriate.

iii. Section 30.2 of the Act is updated to require mandatory revocation of a member’s certificate if the Discipline Committee finds the member guilty of an act of professional misconduct that consists of or includes sexual abuse of a student, a prohibited act involving child pornography or a prescribed sexual act.

iv. Clauses 26.1 (1) (c) and 30.1 (1) (c), section 30.2 and subsections 32.1 (4), 33 (4.1) and 34 (2) are amended to apply to prescribed sexual acts.

2. Various amendments are made with respect to the Council of the College:

i. Subsection 4 (2) is amended to allow the Lieutenant Governor in Council to determine the composition of the Council by prescribing the number of members to be elected and appointed to the Council.

ii. The new subsection 15 (4) sets out the new requirements for the composition of the Council's committees.

iii. Section 17 of the Act is re-enacted to set out the new requirements for committee panels.

3. Part II.1 of the Act, which establishes and governs the Public Interest Committee, is repealed.

4. Subsection 18 (1) of the Act is re-enacted to require applicants to satisfy requirements that relate to proficiency in mathematics.

5. Subsections 25 (1), 27 (1) and 28 (1) of the Act are amended to allow the number of members on the Investigation Committee, Discipline Committee and Fitness to Practise Committee to be prescribed by regulation.

6. Sections 40 and 42 are amended to provide new authority to make regulations that relate to other amendments made to the Act by the Schedule.

7. Section 63.2 is re-enacted to deal with transitional matters that arise in relation to the Schedule.

8. Ontario Regulation 370/07 (Public Interest Committee — Members), made under the Act, is revoked.

Schedule 4 **Teaching Profession Act**

The Schedule amends the *Teaching Profession Act* by adding a new subsection 12 (3.1) that clarifies that sexual abuse of a student does not include touching or behaviour that is a necessary part of a teacher's professional responsibilities or remarks that are pedagogically appropriate.

If you have any questions, please contact Steve Andrews at sandrews@ocsta.on.ca

Legislative
Assembly
of Ontario



Assemblée
législative
de l'Ontario

1ST SESSION, 42ND LEGISLATURE, ONTARIO
67 ELIZABETH II, 2018

Bill 48

An Act to amend various Acts in relation to education and child care

The Hon. L. Thompson
Minister of Education

Government Bill

1st Reading October 25, 2018

2nd Reading

3rd Reading

Royal Assent



EXPLANATORY NOTE

SCHEDULE 1 EARLY CHILDHOOD EDUCATORS ACT, 2007

The Schedule amends the *Early Childhood Educators Act, 2007*. The principal amendments made by the Schedule include the following:

1. The definition of “professional misconduct” is amended to include “prescribed sexual acts”, which are acts of a sexual nature prohibited under the *Criminal Code* (Canada) and prescribed by a regulation made under the Act.
2. The new subsection 1 (3) clarifies that sexual abuse of a child does not include touching or behaviour that is a necessary part of an early childhood educator’s professional responsibilities or remarks that are pedagogically appropriate.
3. Clauses 31.1 (1) (c) and 33.1 (1) (c) and subsections 35.1 (4) and 36 (4.1) and section 37 are amended to apply to prescribed sexual acts.
4. Section 33.2 of the Act is amended to require mandatory revocation of a member’s certificate if the Discipline Committee finds the member guilty of an act of professional misconduct that consists of or includes sexual abuse of a child, a prohibited act involving child pornography or a prescribed sexual act.
5. The new section 59.1 deals with transitional matters that arise in relation to the Schedule.

SCHEDULE 2 EDUCATION ACT

The *Education Act* is amended to provide that the Minister may establish policies and guidelines respecting service animals in schools, and require boards to comply with the policies and guidelines and to develop policies in accordance with those policies and guidelines.

SCHEDULE 3 ONTARIO COLLEGE OF TEACHERS ACT, 1996

The Schedule amends the *Ontario College of Teachers Act, 1996*. The principal amendments made by the Schedule include the following:

1. Various amendments are made with respect to professional misconduct:
 - i. The definition of “professional misconduct” is amended to include prescribed sexual acts, which are offences of a sexual nature under the *Criminal Code* (Canada) and prescribed by a regulation made under the Act.
 - ii. The new subsection 1 (8) clarifies that sexual abuse of a student does not include touching or behaviour that is a necessary part of a teacher’s professional responsibilities or remarks that are pedagogically appropriate.
 - iii. Section 30.2 of the Act is updated to require mandatory revocation of a member’s certificate if the Discipline Committee finds the member guilty of an act of professional misconduct that consists of or includes sexual abuse of a student, a prohibited act involving child pornography or a prescribed sexual act.
 - iv. Clauses 26.1 (1) (c) and 30.1 (1) (c), section 30.2 and subsections 32.1 (4), 33 (4.1) and 34 (2) are amended to apply to prescribed sexual acts.
2. Various amendments are made with respect to the Council of the College:
 - i. Subsection 4 (2) is amended to allow the Lieutenant Governor in Council to determine the composition of the Council by prescribing the number of members to be elected and appointed to the Council.
 - ii. The new subsection 15 (4) sets out the new requirements for the composition of the Council’s committees.
 - iii. Section 17 of the Act is re-enacted to set out the new requirements for committee panels.
3. Part II.1 of the Act, which establishes and governs the Public Interest Committee, is repealed.
4. Subsection 18 (1) of the Act is re-enacted to require applicants to satisfy requirements that relate to proficiency in mathematics.
5. Subsections 25 (1), 27 (1) and 28 (1) of the Act are amended to allow the number of members on the Investigation Committee, Discipline Committee and Fitness to Practise Committee to be prescribed by regulation.
6. Sections 40 and 42 are amended to provide new authority to make regulations that relate to other amendments made to the Act by the Schedule.
7. Section 63.2 is re-enacted to deal with transitional matters that arise in relation to the Schedule.

8. Ontario Regulation 370/07 (Public Interest Committee — Members), made under the Act, is revoked.

SCHEDULE 4
TEACHING PROFESSION ACT

The Schedule amends the *Teaching Profession Act* by adding a new subsection 12 (3.1) that clarifies that sexual abuse of a student does not include touching or behaviour that is a necessary part of a teacher's professional responsibilities or remarks that are pedagogically appropriate.

An Act to amend various Acts in relation to education and child care**CONTENTS**

1.	Contents of this Act
2.	Commencement
3.	Short title
Schedule 1	Early Childhood Educators Act, 2007
Schedule 2	Education Act
Schedule 3	Ontario College of Teachers Act, 1996
Schedule 4	Teaching Profession Act

Her Majesty, by and with the advice and consent of the Legislative Assembly of the Province of Ontario, enacts as follows:

Contents of this Act

1 This Act consists of this section, sections 2 and 3 and the Schedules to this Act.

Commencement

2 (1) Subject to subsections (2) and (3), this Act comes into force on the day it receives Royal Assent.

(2) The Schedules to this Act come into force as provided in each Schedule.

(3) If a Schedule to this Act provides that any provisions are to come into force on a day to be named by proclamation of the Lieutenant Governor, a proclamation may apply to one or more of those provisions, and proclamations may be issued at different times with respect to any of those provisions.

Short title

3 The short title of this Act is the *Safe and Supportive Classrooms Act, 2018*.

SCHEDULE 1
EARLY CHILDHOOD EDUCATORS ACT, 2007

1 (1) The definition of “professional misconduct” in subsection 1 (1) of the *Early Childhood Educators Act, 2007* is amended by adding the following clause:

(c.1) engaging in a prescribed sexual act,

(2) Subsection 1 (1) of the Act is amended by adding the following definition:

“prescribed sexual act” means an act of a sexual nature that is prohibited under the *Criminal Code* (Canada) and is prescribed by a regulation made under clause 45 (1) (c.2) of this Act; (“acte sexuel prescrit”)

(3) Section 1 of the Act is amended by adding the following subsection:

Exception

(3) For the purposes of clauses (b) and (c) of the definition of “sexual abuse” in subsection (1),

“sexual nature” does not include,

- (a) touching or behaviour that is necessary for the purposes of diapering, toileting, washing or dressing a child as part of an early childhood educator’s professional responsibilities, or
- (b) remarks that are pedagogically appropriate.

2 The French version of subsection 31 (9) of the Act is amended by striking out “a été accusé ou déclaré coupable d’une infraction au *Code criminel* (Canada)” and substituting “a été condamné pour une infraction au *Code criminel* (Canada), ou déclaré coupable d’une infraction à ce code”.

3 Clause 31.1 (1) (c) of the Act is amended by striking out “sexual misconduct or a prohibited act involving child pornography” at the end and substituting “sexual misconduct, a prohibited act involving child pornography or a prescribed sexual act”.

4 Clause 33.1 (1) (c) of the Act is amended by striking out “sexual misconduct or a prohibited act involving child pornography” at the end and substituting “sexual misconduct, a prohibited act involving child pornography or a prescribed sexual act”.

5 (1) Subsections 33.2 (1) and (2) of the Act are repealed and the following substituted:

Orders relating to sexual abuse, child pornography, etc.

(1) If, under section 33, the Discipline Committee finds a member guilty of an act of professional misconduct consisting of, or including, an act listed in subsection (2) of this section, the Committee shall, in addition to anything else the committee may do under subsection 33 (5),

- (a) make an order requiring that the member be reprimanded by the Committee;
- (b) make an interim order directing the Registrar to suspend the member’s certificate of registration until the Committee makes an order under clause (c); and
- (c) make an order directing the Registrar to revoke the member’s certificate of registration.

Same

(2) The acts of professional misconduct referred to in subsection (1) are the following:

- 1. Sexual abuse of a child.
- 2. A prohibited act involving child pornography.
- 3. A prescribed sexual act.

(2) Subsection 33.2 (6) of the Act is amended by striking out “that is listed in subsection (2)”.

6 Subsection 35.1 (4) of the Act is amended by striking out “sexual misconduct or a prohibited act involving child pornography” and substituting “sexual misconduct, a prohibited act involving child pornography or a prescribed sexual act”.

7 Subsection 36 (4.1) of the Act is repealed and the following substituted:

Same

(4.1) Despite subsections (3) and (4), if a person has had a certificate revoked pursuant to an order made under section 33 for committing an act of professional misconduct that consisted of or included any of the following, an application under subsection (1) of this section to have a new certificate issued shall not be made earlier than five years from the date of the order:

1. Sexual abuse of a child.
2. Sexual misconduct.
3. A prohibited act involving child pornography.
4. A prescribed sexual act.

8 Subsections 37 (2) and (3) of the Act are repealed and the following substituted:

Same, sexual abuse, etc.

(2) Subject to subsections (3) and (4), if a person has had a certificate revoked for committing an act of professional misconduct that consisted of or included any of the following, an order under paragraph 1 of subsection (1) shall not be made earlier than five years from the date of the order under section 33 that revoked the certificate:

1. Sexual abuse of a child.
2. Sexual misconduct.
3. A prohibited act involving child pornography.
4. A prescribed sexual act.

Same

(3) An order under subsection (1) shall not be made if,

- (a) a person's certificate was suspended or revoked as the result of a complaint made under subsection 31 (1) involving an act of professional misconduct referred to in paragraph 1, 2 or 3 of subsection (2) of this section; and
- (b) the complaint was made on or after December 5, 2016.

Same

(4) An order under subsection (1) shall not be made if,

- (a) a person's certificate was suspended or revoked as the result of a complaint made under subsection 31 (1) involving a prescribed sexual act; and
- (b) the complaint was made on or after the day that offence was prescribed under clause 45 (1) (c.2) as a prescribed sexual act.

9 Clause 45 (1) (c.2) of the Act is repealed and the following substituted:

(c.2) prescribing provisions under the *Criminal Code* (Canada) that are prescribed sexual acts;

10 (1) Subsection 58 (7) of the Act is amended by striking out “that involved sexual abuse of a child, as described in paragraph 1 of subsection 33.2 (2)”.

(2) Subsection 58 (8) of the Act is amended by striking out “that involved sexual abuse of a child”.

11 Section 59.1 of the Act is repealed and the following substituted:

Transition: *Safe and Supportive Classrooms Act, 2018*

59.1 Section 33.2, as amended by section 5 of Schedule 1 to the *Safe and Supportive Classrooms Act, 2018*, applies to an act of professional misconduct that consists of or includes sexual abuse of a child that occurred on or after August 31, 2015 but before the day section 11 of that Schedule came into force, if no order has been made in respect of the matter under subsection 33 (4) before that day.

Commencement

12 This Schedule comes into force on the day the *Safe and Supportive Classrooms Act, 2018* receives Royal Assent.

**SCHEDULE 2
EDUCATION ACT**

**1 Subsection 8 (1) of the *Education Act* is amended by adding the following paragraph:
service animals**

29.5 establish policies and guidelines respecting service animals in schools, and require boards to,

- (a) comply with the policies and guidelines, and
- (b) develop policies in accordance with those policies and guidelines;

Commencement

2 This Schedule comes into force on the day the *Safe and Supportive Classrooms Act, 2018* receives Royal Assent.

SCHEDULE 3
ONTARIO COLLEGE OF TEACHERS ACT, 1996

1 (1) The definition of “professional misconduct” in subsection 1 (1) of the *Ontario College of Teachers Act, 1996* is amended by striking out “or” at the end of clause (c) and by adding the following clause:

(c.1) engaging in a prescribed sexual act, or

(2) Subsection 1 (1) of the Act is amended by adding the following definition:

“prescribed sexual act” means an act of a sexual nature that is prohibited under the *Criminal Code* (Canada) and is prescribed by a regulation made under clause 42 (1) (c.1) of this Act; (“acte sexuel prescrit”)

(3) Section 1 of the Act is amended by adding the following subsection:

(8) For the purposes of clauses (b) and (c) of the definition of “sexual abuse” in subsection (1),

“sexual nature” does not include,

(a) touching or behaviour that is necessary for the purposes of diapering, toileting, washing or dressing a student as part of a teacher’s professional responsibilities, or

(b) remarks that are pedagogically appropriate.

2 (1) Clause 4 (2) (a) of the Act is amended by striking out “23 persons” at the beginning and substituting “the prescribed number of persons”.

(2) Clause 4 (2) (b) of the Act is amended by striking out “14 persons” at the beginning and substituting “the prescribed number of persons”.

3 Subsection 5 (3) of the Act is repealed.

4 Section 15 of the Act is amended by adding the following subsection:

Composition of committees

(4) The membership of a committee shall be composed, in accordance with the regulations, of persons elected to the Council under clause 4 (2) (a) and persons appointed to the Council under clause 4 (2) (b).

5 Section 17 of the Act is repealed and the following substituted:

Committee panels

17 (1) The powers and duties of a committee mentioned in paragraph 2, 3, 4 or 5 of subsection 15 (1) may be exercised by a panel established in accordance with a regulation made under paragraph 14 of subsection 40 (1).

Principals and vice-principals

(2) The powers and duties of a committee mentioned in paragraph 2, 3 or 5 of subsection 15 (1) to hear or review a matter relating to the conduct or actions of a person who, at the time the conduct or actions occurred, was employed as a principal or vice-principal, may be exercised by a panel that,

(a) is established in accordance with a regulation made under paragraph 14 of subsection 40 (1); and

(b) includes at least one person who is employed as a principal or vice-principal or who was previously employed as a principal or vice-principal and is still a member of the College.

Complaint resolution processes

(3) Subsections (1) and (2) apply for the purposes of sections 26.1 and 30.1 but, for greater certainty, do not apply if a single member of the Investigation Committee is acting on the Committee’s behalf in accordance with subsection 26.1 (12).

Roster of eligible panellists

(4) The Council shall establish a roster of eligible panellists for a committee mentioned in paragraph 2, 3, 4 or 5 of subsection 15 (1) consisting of such persons as the Council considers qualified to serve as members of a panel of the committee.

Same

(5) The Lieutenant Governor in Council may appoint such persons as they consider appropriate to a roster of panellists established under subsection (4).

Same, requirements and restrictions

(6) The inclusion of any person on a roster of panellists for a committee is subject to any requirements that may be prescribed by the regulations or by-laws.

Not member of committee

(7) A person included on a roster of panellists for a committee is not a member of the committee by reason of their inclusion on the roster or their service on a panel of the committee.

Decision of committee

(8) A decision, finding, order, opinion or action of a panel of a committee is deemed to be the decision, finding, order, opinion or action of the committee.

6 Part II.1 of the Act is repealed.**7 Subsection 18 (1) of the Act is repealed and the following substituted:****Registration**

- (1) The Registrar shall issue a certificate of qualification and registration to a person who,
- (a) applies for the certificate in accordance with the regulations;
 - (b) fulfils the requirements specified in the regulations for the issuance of the certificate; and
 - (c) successfully completes any prescribed examinations relating to proficiency in mathematics that are required for the issuance of the certificate.

8 (1) Subsection 25 (1) of the Act is amended by striking out “at least seven” and substituting “the prescribed number”.

(2) Subsection 25 (2) of the Act is repealed.

9 The French version of subsection 26 (9) of the Act is amended by striking out “a été accusé ou déclaré coupable d’une infraction au *Code criminel* (Canada)” and substituting “a été condamné pour une infraction au *Code criminel* (Canada), ou déclaré coupable d’une infraction à ce code”.

10 Clause 26.1 (1) (c) of the Act is amended by striking out “sexual misconduct or a prohibited act involving child pornography” at the end and substituting “sexual misconduct, a prohibited act involving child pornography or a prescribed sexual act”.

11 (1) Subsection 27 (1) of the Act is amended by striking out “at least 11” and substituting “the prescribed number”

(2) Subsection 27 (2) of the Act is repealed.

12 (1) Subsection 28 (1) of the Act is amended by striking out “at least five” and substituting “the prescribed number”.

(2) Subsection 28 (2) of the Act is repealed.

13 Clause 30.1 (1) (c) of the Act is amended by striking out “sexual misconduct or a prohibited act involving child pornography” at the end and substituting “sexual misconduct, a prohibited act involving child pornography or a prescribed sexual act”.

14 (1) Subsections 30.2 (1) and (2) of the Act are repealed and the following substituted:

Orders relating to sexual abuse, child pornography, etc.

(1) If, under section 30, the Discipline Committee finds a member guilty of an act of professional misconduct consisting of or including an act listed in subsection (2) of this section, the Committee shall, in addition to anything else the Committee may do under subsection 30 (5),

- (a) make an order requiring that the member be reprimanded by the Committee;
- (b) make an interim order directing the Registrar to suspend the member’s certificate of qualification and registration until the Committee makes an order under clause (c); and
- (c) make an order directing the Registrar to revoke the member’s certificate of qualification and registration.

Same

(2) The acts of professional misconduct referred to in subsection (1) are the following:

1. Sexual abuse of a student.
2. A prohibited act involving child pornography.
3. A prescribed sexual act.

(2) Subsection 30.2 (6) of the Act is amended by striking out “that is listed in subsection (2)”.

15 Subsection 32.1 (4) of the Act is amended by striking out “sexual misconduct or a prohibited act involving child pornography” and substituting “sexual misconduct, a prohibited act involving child pornography or a prescribed sexual act”.

16 Subsection 33 (4.1) of the Act is repealed and the following substituted:

Same

(4.1) Despite subsections (3) and (4), if a person has had a certificate revoked pursuant to an order made under section 30 for committing an act of professional misconduct that consisted of or included any of the following, an application under subsection (1) to have a new certificate issued shall not be made earlier than five years from the date of the order:

1. Sexual abuse of a student.
2. Sexual misconduct.
3. A prohibited act involving child pornography.
4. A prescribed sexual act.

17 (1) Subsection 34 (1) of the Act is amended by striking out “member or former member” in the portion before paragraph 1 and substituting “person”.

(2) Paragraph 1 of subsection 34 (1) of the Act is amended by striking out “member or former member” at the end and substituting “person”.

(3) Paragraph 2 of subsection 34 (1) of the Act is amended by striking out “member’s or former member’s” and substituting “person’s”.

(4) Subsection 34 (2) of the Act is repealed and the following substituted:

Exception

(2) An order under subsection (1) shall not be made if the person’s certificate was suspended or revoked for committing an act of professional misconduct that consisted of or included any of the following:

1. Sexual abuse of a student.
2. Sexual misconduct.
3. A prohibited act involving child pornography.
4. A prescribed sexual act.

18 (1) Paragraph 6.1 of subsection 40 (1) of the Act is repealed.

(2) Paragraph 9 of subsection 40 (1) of the Act is amended by striking out “the Discipline Committee, the Fitness to Practise Committee and the Public Interest Committee” at the end and substituting “the Discipline Committee and the Fitness to Practise Committee.”

(3) Paragraph 9 of subsection 40 (1) of the Act, as amended by subsection (2), is amended by striking out “other than the Investigation Committee, the Discipline Committee and the Fitness to Practise Committee.”

(4) Paragraph 10 of subsection 40 (1) of the Act is amended by striking out “other than the Public Interest Committee” at the end.

(5) Paragraph 11 of subsection 40 (1) of the Act is amended by striking out “other than the Public Interest Committee” at the end.

(6) Paragraph 14 of subsection 40 (1) of the Act is repealed and the following substituted:

14. governing the establishment, composition, powers and duties of panels of committees required by this Act;

(7) Paragraph 14.1 of subsection 40 (1) of the Act is repealed.

(8) Paragraph 14.2 of subsection 40 (1) of the Act is amended by striking out “subsection 17 (3)” in the portion before subparagraph i and substituting “subsection 17 (4)”.

19 (1) Paragraph 17.1 of subsection 41 (1) of the Act is amended by striking out “other than the Public Interest Committee”.

(2) Paragraph 21 of subsection 41 (1) of the Act is amended by striking out “other than the Public Interest Committee” at the end.

(3) Paragraph 23 of subsection 41 (1) of the Act is amended by striking out “other than the Public Interest Committee”.

(4) Paragraph 26 of subsection 41 (1) of the Act is amended by striking out “other than the Public Interest Committee” at the end.

20 (1) Subsection 42 (1) of the Act is amended by adding the following clause:

(a.1) prescribing the number of persons elected to the Council under clause 4 (2) (a) and the number of persons appointed to the Council under clause 4 (2) (b);

(2) Clause 42 (1) (b.1) of the Act is repealed and the following substituted:

(b.1) respecting the appointment of the Chair of the Council;

(b.2) prescribing duties of the Chair of the Council, in addition to any duties that may be set out in a by-law made by the Council under paragraph 7 of subsection 41 (1);

(3) Clause 42 (1) (c) of the Act is amended by striking out “subsection 17 (4)” and substituting “subsection 17 (5)”.

(4) Subsection 42 (1) of the Act is amended by adding the following clause:

(c.0.0.1) respecting examinations that relate to proficiency in mathematics for the purposes of clause 18 (1) (c), including but not limited to the development, form, content, administration and provision of such examinations, any exemptions from such examinations and any other matters the Lieutenant Governor in Council considers necessary or advisable in connection with the implementation of such examinations;

(5) Clause 42 (1) (c.1) of the Act is repealed and the following substituted:

(c.1) prescribing provisions under the *Criminal Code* (Canada) that are prescribed sexual acts;

(6) Subsection 42 (1) of the Act is amended by adding the following clause:

(d.2) providing for any transitional matters the Lieutenant Governor in Council considers necessary or advisable in connection with the implementation of the amendments to this Act made by Schedule 3 to the *Safe and Supportive Classrooms Act, 2018*.

(7) Subsection 42 (2) of the Act is repealed and the following substituted:

Regulations — transition

(2) A regulation made under clause (1) (d.1) may provide that it applies despite this Act.

Same

(3) A regulation made under clause (1) (d.2) may provide that it applies despite this Act and any by-laws or other regulations made under this Act.

(8) Section 42 of the Act is amended by adding the following subsections:

Conflicts

(4) If there is a conflict between a regulation made under clause (1) (b.1) and a by-law made under paragraph 11 of subsection 41 (1), the regulation prevails.

Same

(5) If there is a conflict between a regulation made under clause (1) (b.2) and a by-law made under paragraph 7 of subsection 41 (1), the regulation prevails.

(9) Section 42 of the Act is amended by adding the following subsection:

Same

(6) If there is a conflict between a regulation made under clause (1) (c.0.0.1) and a regulation made under paragraph 18 of subsection 40 (1), the regulation made under clause (1) (c.0.0.1) prevails.

21 (1) Paragraph 1 of subsection 63.1 (2) of the Act is repealed and the following substituted:

1. Subsection 17 (2.1), as it read on the day before section 5 of Schedule 3 to the *Safe and Supportive Classrooms Act, 2018* came into force, applies to the matter, in the case of a committee to which the matter was referred on or after the commencement date but before the day section 5 of Schedule 3 to the *Safe and Supportive Classrooms Act, 2018* comes into force.

1.1 Subsection 17 (2) applies to the matter, except in the case of a committee to which the matter was referred before the commencement date.

(2) Subsection 63.1 (5) of the Act is amended by striking out “that involved sexual abuse of a student, as described in paragraph 1 of subsection 30.2 (2)” and substituting “that consisted of or included sexual abuse of a student”.

(3) Subsection 63.1 (6) of the Act is amended by striking out “involved” and substituting “consisted of or included”.

22 Section 63.2 of the Act is repealed and the following substituted:

Transition: *Safe and Supportive Classrooms Act, 2018*

Sexual abuse

63.2 Section 30.2, as amended by section 14 of Schedule 3 to the *Safe and Supportive Classrooms Act, 2018*, applies to an act of professional misconduct that consists of or includes sexual abuse of a student that occurred before the day section 23 of that Schedule came into force if no order has been made in respect of the matter under subsection 30 (4) of this Act before that day.

Plan for Care and Opportunity Act (Budget Measures), 2018

23 Subsection 1 (4) of Schedule 19 to the *Plan for Care and Opportunity Act (Budget Measures), 2018* is repealed.

Revocation

24 Ontario Regulation 370/07 (Public Interest Committee — Members), made under the Act, is revoked.

Commencement

25 (1) Subject to subsection (2), this Schedule comes into force on the day the *Safe and Supportive Classrooms Act, 2018* receives Royal Assent.

(2) Sections 2, 4, 5, 7, 8, 11 and 12 and subsections 18 (3) and (8), 20 (1) to (4) and (8) and (9) and 21 (1) come into force on a day to be named by proclamation of the Lieutenant Governor.

**SCHEDULE 4
TEACHING PROFESSION ACT**

1 Section 12 of the *Teaching Profession Act* is amended by adding the following subsection:

Exception

(3.1) For the purposes of clauses (b) and (c) of the definition of “sexual abuse” in subsection (3), “sexual nature” does not include,

- (a) touching or behaviour that is necessary for the purpose of diapering, toileting, washing or dressing a student as part of a teacher’s professional responsibilities, or
- (b) remarks that are pedagogically appropriate.

Commencement

2 This Schedule comes into force on the day the *Safe and Supportive Classrooms Act, 2018* receives Royal Assent.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
NOVEMBER 13, 2018**

PUBLIC SESSION

**TOPIC: TRUSTEE INFORMATION
NOVEMBER 2, 2018 OCSTA MEMORANDUM – 2018 OCSTA
TRUSTEE AWARD OF MERIT**



Ontario Catholic School
Trustees' Association

Box 2064, Suite 1804
20 Eglinton Avenue West
Toronto, Ontario M4R 1K8
T. 416.932.9460 F. 416.932.9459
ocsta@ocsta.on.ca www.ocsta.on.ca

Beverley Eckensweiler, *President*
Michelle Griepsma, *Vice President*
Nick Milanetti, *Executive Director*

November 2, 2018

TO: Trustees and Directors of Education
– Catholic District School Boards

FROM: Margaret Binns, Director of Administrative Services

RE: **2019 OCSTA Trustee Award of Merit**

Boards or individual trustee members are encouraged to submit nominations for the 2019 OCSTA Trustee Award of Merit. This award recognizes current and former Catholic trustees who have rendered exceptional service to Catholic education over the years.

The recipient(s) of the Trustee Award of Merit will be honoured during the Eucharistic Celebration on Friday, April 26, as part of the 2019 AGM & Conference.

Please see the attached guidelines and nomination form, as well as a list of past recipients of this award.

**The deadline for receipt
of nominations in the OCSTA office is
12:00 p.m. EST, Friday, January 18, 2019.**

OCSTA Trustee Award of Merit: Guidelines

NOMINATION ELIGIBILITY

- Only current and former Ontario Catholic school trustees are eligible to receive this award.
- Nominations may be made by OCSTA member boards or individual trustees.
- A trustee may nominate another current or former trustee who is not from his or her own board.
- Current members of the OCSTA Board of Directors are not eligible to receive this award.

EVALUATION CRITERIA

This award is given to current and former trustees who have demonstrated one or more of the following three criteria, given a weighted value in points totalling 100:

- The nominee has made a significant contribution to the Catholic education community while serving as a Catholic trustee. (50 points)
- The nominee has strong Catholic leadership qualities and gives witness to their faith commitment. (30 points)
- The nominee has served as a Catholic trustee for a significant period of time. Although this award is not a reward for long-term service, length of service will be taken into account. (20 points)

PROCESS

- Up to three awards may be presented in any given year.
- All nominations will be reviewed, and the winner of the Award announced, at the February Board of Directors' meeting.
- For information purposes, a list of past winners will be provided to the OCSTA Board of Directors (included in this package).
- The presentation of the Award will take place at OCSTA's Annual General Meeting & Conference.
- OCSTA will reimburse each award recipient, plus one guest, for reasonable combined travel expenses up to \$1,000 and one hotel night to attend the Awards Ceremony and Annual Dinner at the Annual General Meeting & Conference. In lieu of travel, an option for videoconferencing or taped message may be provided.

NOMINATION FORMAT

- Nominations must be preceded by the Nomination Cover Sheet and submitted using the three sheets following it, each headed by one of the criteria (please see below).
- The response in support of the nominee for each of the three criteria must **not** exceed one 8.5 x 11 double-spaced page or 400 words. Only information within the prescribed length will be considered.
- Within the prescribed length, please provide sufficient information about the nominee to permit the Board of Directors to make an informed choice.
- Submissions must be clearly legible.

SUBMISSION METHOD AND DEADLINE

- Nominations may be submitted by email to Camille Martin at cmartin@ocsta.on.ca, or by mail, courier, or fax (416-932-9459).
- The deadline for the receipt of nominations in the provincial office is **12:00 p.m. EST, Friday, January 18, 2019**. The deadline is firm and will not be extended.

“To their Catholic school trustees, families entrust hundreds of thousands of human lives with the capability, the possibility, and finally the promise of achieving human greatness. It is these small, fragile and ultimately marvellous lives that you as a trustee are called to serve.”

BECOMING A CATHOLIC SCHOOL TRUSTEE (OCSTA PUBLICATION)

Nomination Cover Sheet

OCSTA Trustee Award of Merit

Name of Nominee: _____

Nominated by: _____

Board: _____

Contact Person: _____

Telephone #: _____

Email: _____

Please provide details of the nominee's contributions to the Catholic education community that, in your opinion, exceed the community's expectations of a Catholic trustee. (50 points)

Please provide details of how this nominee's strong Catholic leadership qualities exemplify his/her faith commitment. (30 points)

The term of service will be taken into consideration. How long has the nominee served as a trustee? What positions has he/she held? (20 points)



Ontario Catholic School
Trustees' Association

OCSTA Award of Merit Recipients since 1974

YEAR	RECIPIENT
2018	John Curry , Trustee, Ottawa CSB
2017	Andy Bray , Vice Chair, Renfrew County CDSB
2016	Norm Bethune , Vice Chair, Bruce-Grey CDSB
2015	Wilf Garrah , Former Trustee, Algonquin & Lakeshore CDSB
2014	John Gris� , Former Trustee, Simcoe-Muskoka CDSB
2013	Gerald Beerkens , Huron-Superior CDSB Betty-Ann Kealey , Ottawa CSB
2012	Mike Favreau , Kenora CDSB
2011	Bernard Murray , Huron-Perth CDSB
2010	Ronald Eamer , CDSB of Eastern Ontario Alice Anne LeMay , Halton CDSB
2009	Kathy Ablett , Ottawa CSB
2008	Ron Marcy , Huron-Perth CDSB Ken Adamson , Dufferin-Peel CDSB Donald Clune , Toronto CDSB
2007	Louise Ervin , Waterloo CDSB
2006	Joe Corey , Durham CDSB Barbara McCool , Nipissing Parry Sound CDSB Ed McMahon , Toronto CDSB
2005	Philip Colosimo , Thunder Bay CDSB Regis O'Connor , Huron Superior CDSB Ed Viana , Halton CDSB
2004	Patrick Daly , Hamilton-Wentworth CDSB
2003	Dave McCann , Kenora CDSB
2002	Donald Sunstrum , Huron-Superior CDSB
2001	Patrick Meany , Dufferin-Peel CDSB
2000	A. J. M. (Art) Lamarche , Ottawa-Carleton CDSB
1999	Robert Hubbard , St. Clair CDSB

	Joseph Kraemer , London DSCB
1998	Jacqueline Legendre-McGuinty , Ottawa-Carleton RCSS Board Tina Rotondi-Molinari , York Region County RCSS Board Donald Schrenk , Halton County RCSS Board
1997	Mary Hendriks , Lincoln County RCSS Board Rev. Tom Day , Metropolitan Separate School Board
1996	Monsignor Edward Boehler , Metropolitan Separate School Board Michael Kelly , Ottawa RCSS Board Ray Voll , Waterloo Region RCSS Board
1995	Fr. Carl J. Matthews , Metropolitan Separate School Board John Shrader , London & Middlesex County RCSS Board
1994	James V. Sherlock , Halton County RCSS Board Mary O. O'Connor , Kirkland Lake-Timiskaming District RCSS Board Roberta B. Anderson , Ottawa RCSS Board
1993	Jim Carpenter , London & Middlesex County RCSS Board Robert Flanagan , Welland County RCSS Board Paul Duggan , Metropolitan Separate School Board
1992	Dr. Angelo Albanese , Welland County RCSS Board Robert O'Brien , Halton County RCSS Board Charles (Chuck) Yates , Waterloo Region RCSS Board
1991	Joseph H. Duffey , Frontenac-Lennox & Addington County RCSS Board Bertram R. Garrett , Frontenac-Lennox & Addington County RCSS Board William J. Hillyer , Bruce-Grey County RCSS Board
1990	Robert Hall , Dufferin-Peel County RCSS Board Lillian O'Connor , Hastings-Prince Edward County RCSS Board Ferbie St. Cyr , Kirkland Lake & Timiskaming District RCSS Board
1989	Martha Joyce , London-Middlesex County RCSS Board Angus MacLellan , Dryden District RCSS Board
1988	Kathleen Nolan , Hamilton-Wentworth County RCSS Board Cecil Poirier , Kenora District RCSS Board William Winters , Renfrew County RCSS Board
1987	Gerry Meehan , Dufferin-Peel RCSS Board
1986	Rev. Raymond Durocher, O.M.I. , Metropolitan Separate School Board Frank Furlong , Waterloo Region RCSS Board John Hourigan , Wellington County RCSS Board

	<p>James Jordan, Lanark, Leeds & Grenville County RCSS Board Dr. N. A. Mancini, Hamilton-Wentworth County RCSS Board B. E. Nelligan, Metropolitan Separate School Board Pat Whelan, Lincoln County RCSS Board</p>
1985	<p>Betty Biss, Dufferin-Peel RCSS Board Rev. Patrick H. Fogarty, Metropolitan Separate School Board T. T. Joyce, York Region County RCSS Board Phil McAllister, Metropolitan Separate School Board Chris Asseff, Lakehead District RCSS Board</p>
1984	<p>Gerald E. Dwyer, Windsor-Essex County RCSS Board Frank E. Shine, Durham Region RCSS Board Archbishop J.L. Wilhelm, Frontenac-Lennox & Addington County RCSS Board Archbishop Philip F. Pocock, Metropolitan Separate School Board</p>
1983	<p>Lorne Charbonneau, Kirkland Lake & Timiskaming District RCSS Board A.F. (Al) Dunn, Elgin County RCSS Board C.F. Gilhooly, Ottawa RCSS Board Carl Mundy, Lambton County RCSS Board</p>
1982	<p>Sr. Emeline Forbes, Windsor-Essex County RCSS Board Rev. Ken A. Burns, Welland County RCSS Board Mary Cowley, Lambton County RCSS Board Joseph Hugel, Dufferin-Peel RCSS Board Monsignor Percy Johnson, Metropolitan Separate School Board Rev. Cornelius Siegfried, Waterloo Region RCSS Board Les Silaj, North Shore District RCSS Board</p>
1981	<p>Aime Arvisais, Ottawa RCSS Board John Trepanier, Brant, Haldimand & Norfolk County RCSS Board Janis Bunkis, North of Superior District RCSS Board Rev. L.P. Casartelli, Hastings-Prince Edward County RCSS Board Dr. Joseph W. Fyfe, Sudbury District RCSS Board Albert (Al) Klein, Q.C., Nipissing District RCSS Board</p>
1980	<p>Almon Doolan, Frontenac-Lennox & Addington County RCSS Board John Pearson, Lincoln County RCSS Board Alexander Kuska, Welland County RCSS Board</p>
1979	<p>Rev. Blake Ryan, Wellington County RCSS Board Nicholas Marino, Lincoln County RCSS Board Rita Desjardins, Ottawa RCSS Board A.C. Thompson, Dufferin-Peel RCSS Board</p>

	Rosario Paquet , Nipissing District RCSS Board Robert Butler , Huron-Perth County RCSS Board
1978	Monsignor Charles Colgan , Hamilton-Wentworth County RCSS Board Dr. John Andrachuk , Metropolitan Separate School Board Jean Paul Parent , Cochrane-Iroquois Falls, Black River-Matheson District RCSS Board Daniel Murawksy , Waterloo Region RCSS Board Sylvia Brown , Windsor-Essex County RCSS Board Eugene Jacobs , York Region RCSS Board Dr. Bernard Nolan , Windsor-Essex County RCSS Board
1977	Edward J. Brisbois , Metropolitan Separate School Board James Copeland , London & Middlesex County RCSS Board Eileen Coombs , London & Middlesex County RCSS Board Sr. Bernadette Boivin , Kirkland Lake-Timiskaming District RCSS Board Joseph Donihee , Frontenac-Lennox & Addington County RCSS Board John Johnson , Windsor-Essex County RCSS Board Morgan O'Connor , Durham Region RCSS Board Monsignor Delaney , Lincoln County RCSS Board Rev. Francis Grant , Peterborough Victoria Northumberland & Newcastle County RCSS Board Rev. Bernard Cox , Hamilton-Wentworth County RCSS Board
1976	Joseph Gruzleski , Wellington County RCSS Board Joseph Mahoney , Lakehead District RCSS Board Millard McGill , Bruce-Grey County RCSS Board
1975	George Charron , Lincoln County RCSS Board J. Lamarche , Frontenac-Lennox & Addington County RCSS Board
1974	T. Meyers , Hamilton-Wentworth County RCSS Board T. Melady , Metropolitan Separate School Board A. Eastdaile , London-Middlesex County RCSS Board