



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, APRIL 10, 2012

7:00 P.M.

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

A. ROUTINE MATTERS

1. Opening Prayers – Trustee Fera -
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 March 6, 2012 A5

B. PRESENTATIONS

C. COMMITTEE AND STAFF REPORTS

1. Policy Committee
 - 1.1 Unapproved Minutes of the Policy Committee Meeting of March 27, 2012 C1.1
 - 1.2 Approval of Policies
 - 1.2.1 Niagara Catholic Parent Involvement Committee By-Laws C1.2.1
 - 1.3 Policy Schedule – March 27, 2012 C1.3
 - 1.4 Policy Update C1.4
2. Ninth Annual Niagara Catholic Technology Skills Competition 2012 C2
3. Mental Health Workers in Schools C3
4. Elementary and Secondary School Year Calendars – 2012-2013 C4
5. Extended Overnight Field Trip, Excursion and Exchange Committee Approvals – 2011-2012 C5
6. Niagara Catholic Baptism Package C6
7. Staff Development Department Professional Development Opportunities C7
8. Monthly Updates
 - 8.1 Capital Projects Update C8.1
 - 8.2 Student Senate Update -
 - 8.3 Senior Staff Good News Update -

D. INFORMATION

- | | |
|---|------|
| 1. Trustee Information | |
| 1.1 Spotlight on Niagara Catholic – March 27, 2012 | D1.1 |
| 1.2 Calendar of Events – April 2012 | D1.2 |
| 1.3 Volunteer Appreciation Breakfast – April 16, 2012 | - |
| 1.4 United Way Day – April 25, 2012 | - |
| 1.5 OCSTA AGM 2012 | - |

E. OTHER BUSINESS

- | | |
|---|---|
| 1. General Discussion to Plan for Future Action | - |
|---|---|

F. BUSINESS IN CAMERA**G. REPORT ON THE IN CAMERA SESSION****H. ADJOURNMENT**

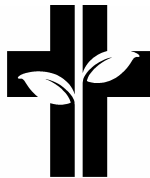
**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
APRIL 10, 2012**

PUBLIC SESSION

**TOPIC: MINUTES OF THE COMMITTEE OF THE WHOLE
MEETING OF MARCH 6, 2012**

RECOMMENDATION

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of March 6, 2012, as presented.



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

TUESDAY, MARCH 6, 2012

Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, March 6, 2012, at 7:00 p.m. in the Father Kenneth Burns csc Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

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

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayers were led by Trustee Burkholder.

2. Roll Call

Vice-Chairperson Charbonneau noted that Trustees Nieuwesteeg and Sicoli asked to be excused from the Committee of the Whole Meeting.

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

The following staff were in attendance:

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

3. **Approval of the Agenda**

Moved by Trustee Burtnik

THAT the Committee of the Whole approve the Agenda of the Committee of the Whole Meeting of March 6, 2012, as amended to add ITEM B1 – Niagara Catholic District School Board Speak Out! Showcase 2012.

CARRIED

4. **Disclosure of Interest**

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

5. **Minutes of the Committee of the Whole Meeting of February 14, 2012**

Moved by Trustee O'Leary

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of February 14, 2012, as presented.

CARRIED

B. PRESENTATIONS

1. **Niagara Catholic District School Board Speak Out! Showcase 2012**

Mark Lefebvre, Superintendent of Education, welcomed Christine Battagli teacher at Alexander Kuska Catholic Elementary School and Speak OUT! Committee Co-Chair.

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

Catholic Messengers: Shaun Donnelly, St. Michael Catholic Elementary School
Topic: *What is Normal?*

Catholic Messengers: Michaela Bodis, St. John Bosco Catholic Elementary School
Topic: *My Dad's Journey with Cancer*

Junior Division: Brenna Timmins, Monsignor Clancy Catholic Elementary School
Topic: *Recycling*

Intermediate Division: Sophia DeLuca, Loretto Catholic Elementary School
Topic: *Tag Lines*

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

C. COMMITTEE AND STAFF REPORTS

1. Policy Committee

1.1 Unapproved Minutes

Policy Committee Meeting – February 28, , 2012

Moved by Trustee Burkholder

THAT the Committee of the Whole receive the unapproved Minutes of the Policy Committee Meeting of February 28, 2012, as presented.

CARRIED

1.2 Approval of Policies

1.2.1 Employee Attendance During Inclement Weather & Workplace Closure Policy

Moved by Trustee Burkholder

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Employee Attendance During Inclement Weather & Workplace Closure Policy (201.9), as presented.

CARRIED

1.3 Policy Schedule

Director Crocco presented the Policy Schedule.

1.4 Policy Update

Director Crocco presented the Policy Update.

2. Helping Understanding Grief and Trauma (H.U.G.S) Program

Yolanda Baldasaro, Superintendent of Education, welcomed Christine Dernerlanden, C.T.R., and President, founder of Robert's Press Canada's Grief Resource Centre, and award winning author of "Where is Robert?", who provided a brief overview of the Helping Understanding Grief and Trauma (H.U.G.S) Program.

3. 2012 Niagara Catholic Student Symposium: Nurturing The Distinctiveness of Catholic Education

Mark Lefebvre, Superintendent of Education, welcomed Jackie Watson, Equity and Student Leadership Consultant, who presented the report on the 2012 Niagara Catholic Student Symposium: Nurturing The Distinctiveness of Catholic Education. Trustees were informed that approximately 300 students attended the Symposium during which Father Rico Passero, Associate Pastor of Our Lady of the Scapular Church in Niagara Falls, presented an engaging and thoroughly interactive keynote address in which he focused on Catholic Student Leadership.

4. Religious and Family Life Education - ELKP to Grade 12

Superintendent Lefebvre invited Terri Paucio, Religion and Family Life Consultant, to present an overview of the Religious and Family Life Education - ELKP to Grade 12 programs at the elementary and secondary schools across Niagara Catholic.

5. **Award of Construction Contracts for Full Day Kindergarten Projects**

Director Crocco and James Woods, Controller of Plant Services, presented the report on the Award of Construction Contracts for Full Day Kindergarten Projects.

Moved by Trustee Burkholder

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the award of construction contracts to King Contractors, Brouwer Construction, T.R. Hinan Inc., Bromac Construction and Stolk Construction for the addition and alterations to Cardinal Newman, Sacred Heart, St. Alfred, St. Charles, and St. Michael Catholic Elementary Schools respectively, for a total five-project cost of \$3,337,019.

CARRIED

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

Khayyam Syne, Administrator of Staff Development, presented the report on the Staff Development Department Professional Development Opportunities for information.

7. **Monthly Updates**

7.1 **Capital Projects Progress Report**

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

7.2 **Student Trustees' Update**

Ryan Creelman and Patrick Morris, Student Trustees, presented a brief verbal update on the current activities of the Student Senate.

7.3 **Senior Staff Good News Update**

Senior Staff highlights included:

Superintendent Baldasaro

- Niagara Catholic is the host of the 2012 OFSAA Boys AA Basketball Championship tournament. Patrick Sullivan, Coach of the St. Francis Phoenix, is this year's tournament convenor with host sites at St. Francis Catholic Secondary School, Denis Morris High School and Holy Cross Catholic Secondary School. The tournament runs from March 4th through to March 7th, 2012. St. Francis Phoenix are the SOSSA representatives.

Superintendent Ciccarelli

- Holy Cross Catholic Secondary School hosted 39 teams from 16 Ontario schools at the first St. Catharines VEX Robotics Championship. The competition was one of only three (3) VEX events in Ontario and is considered a qualifying event for the World VEX Championship at Walt Disney World in April.

Superintendent Forsyth-Sells

- This past September 2011 during the Wainfleet Fall Fair Wainfleet Mayor April Jeffs invited students from all Wainfleet schools to create a slogan for the township of Wainfleet to reflect the township's unique history/culture.

A group of grade 5 students, under the leadership of classroom teacher Mr. Anthony Biancaniello, submitted the slogan "Wainfleet ~ Find Your Country Side" which was selected as the winning slogan. An announcement was made that "history has been changed" and forevermore the slogan "Wainfleet ~ Find your country side" will be embossed on Township emails, letterhead, business cards and any new signage erected in Wainfleet.

Director Crocco

- The Annual Niagara Catholic Technology Skills Competition 2012 took place March 6th and 7th at the Seaway Mall in Welland.

D. INFORMATION

1. Trustee Information

1.1 Spotlight on Niagara Catholic – February 28, 2012

Director Crocco presented the Spotlight on Niagara Catholic – February 28, 2012 issue for Trustees' information.

1.2 Calendar of Events – March 2012

Director Crocco presented information on the Calendar of Events – March 2012.

1.3 March 9 - 18, 2012 – March Break 2012

Director Crocco reminded Trustees that March Break will take place between March 9 - 18, 2012.

1.4 Respect for Life Mass - March 26, 2012 - 7:00 p.m. - The Cathedral of St. Catherine of Alexandria

Director Crocco presented information on the Respect for Life Mass being held March 26, 2012 at 7:00 p.m. at The Cathedral of St. Catherine of Alexandria in which Senior Staff would attend.

1.5 Trustee and Senior Staff Retreat

Director Crocco informed Trustees that the Trustee and Senior Staff Retreat with Bishop Bergie is scheduled for May 10, 2012, from 4:00 – 9:00 p.m., with the location to be determined.

E. OTHER BUSINESS

1. General Discussion to Plan for Future Action

Director Crocco informed Trustees of the following upcoming meetings:

- St. Catharines Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee Meeting is scheduled for March 20, 2012 in the Father Burns Board Room at the Catholic Education Centre.
- The Dress Code – Elementary and Secondary School Uniform Consultation and vetting will commence at SEAC and NCPIC prior to the eight (8) Family of Schools presentations. Trustees were invited to attend the Family of Schools presentations.

F. BUSINESS IN CAMERA

Moved by Trustee Burkholder

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

CARRIED

The Committee of the Whole moved into the In Camera Session of the Meeting at 9:05 p.m. and reconvened at 9:09 p.m.

G. REPORT ON THE IN-CAMERA SESSION

Moved by Trustee Burkholder

THAT the Committee of the Whole report the motions from the In Camera Session of the Committee of the Whole Meeting of March 6, 2012.

CARRIED

SECTION A: STUDENT TRUSTEES PRESENT

Moved by Trustee Burkholder

THAT the Committee of the Whole approve the Minutes of the In Camera Session of the Committee of the Whole Meeting - Section A: Student Trustees Present held on February 28, 2012, as presented.

CARRIED (Item F1)

SECTION B: STUDENT TRUSTEES EXCLUDED

Moved by Trustee O'Leary

THAT the Committee of the Whole approve the Minutes of the In Camera Session of the Committee of the Whole Meeting - Section B: Student Trustees Excluded held on February 28, 2012, as presented.

CARRIED (Item F3)

H. ADJOURNMENT

Moved by Trustee O'Leary

THAT the March 6, 2012 Committee of the Whole Meeting be adjourned.

CARRIED

This meeting was adjourned at 9:10 p.m.

Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **March 6th, 2012**

Approved on the **10th** day of **March 2012.**

Maurice Charbonneau
Vice-Chairperson of the Board

John Crocco
Director of Education/Secretary -Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
APRIL 10, 2012**

PUBLIC SESSION

**TOPIC: POLICY COMMITTEE - UNAPPROVED MINUTES
MEETING OF MARCH 27, 2012**

RECOMMENDATION

1.1 THAT the Committee of the Whole recommend that the Niagara Catholic District School Board receive the unapproved Minutes of the Policy Committee Meeting of March 27, 2012, as presented.

The following recommendation is being presented for the Committee of the Whole's consideration from the Policy Committee Meeting of March 27, 2012.

1.2.1 Niagara Catholic Parent Involvement Committee By-Laws

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Niagara Catholic Parent Involvement Committee By-Laws, as presented.



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

MINUTES OF THE POLICY COMMITTEE MEETING

TUESDAY, MARCH 27, 2012

Minutes of the Policy Committee Meeting held on Tuesday, March 27, 2012 at 4:30 p.m. in the Holy Cross Community Room, at the Catholic Education Centre, 427 Rice Road, Welland.

The meeting was called to order at 4:35 p.m. by Policy Committee Chairperson Sicoli.

1. **Opening Prayer**

The meeting was opened with a prayer.

2. **Attendance**

Committee Members	Present	Absent	Excused
Dino Sicoli (Committee Chair)	✓		
Kathy Burtnik	✓		
Ed Nieuwesteeg	✓		

Trustees/Student Trustees:

Rhianon Burkholder, Trustee

Maurice Charbonneau, Trustee

Patrick Morris, Student Trustee

Staff:

John Crocco, Director of Education

Lee Ann Forsyth-Sells, Superintendent of Education

Mark Lefebvre, Superintendent of Education

James Woods, Controller of Plant

Jennifer Brailey, Manager of Corporate Services & Communications Department

Sherry Morena, Administrative Assistant - Corporate Services & Communications Department
/Recording Secretary

3. **Approval of Agenda**

Moved by Trustee Nieuwesteeg

THAT the Mach 27, 2012 Policy Committee Agenda be approved, as presented.

APPROVED

4. **Disclosure of Interest**

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

5. **Minutes of the Policy Committee Meeting of February 28, 2012**

Moved by Trustee Nieuwesteeg

THAT the Policy Committee approve the minutes of the Policy Committee Meeting of February 28, 2012, as presented.

APPROVED

6. **Policies**

ACTION REQUIRED

POLICIES - FOR RECOMMENDATION TO COMMITTEE OF THE WHOLE

6.1 **Niagara Catholic Parent Involvement Committee By-Laws**

Lee Ann Forsyth-Sells, Superintendent of Education, presented the revised Niagara Catholic Parent Involvement Committee By-Laws which were amended to comply with the recent amendments approved by the Board to the Niagara Catholic Parent Involvement Committee Policy and Administrative Guidelines.

Trustees recommended the following amendment to the Niagara Catholic Parent Involvement Committee By-Laws:

- **TERMS**
 - Reword last sentence to read “A vote can only be taken if Quorum (50% plus one voting member) is present.”

Moved by Trustee Burtnik

THAT the Policy Committee recommend to the Committee of the Whole approval of the Niagara Catholic Parent Involvement Committee By-Laws, as amended.

APPROVED

6.2 **Playground Equipment Policy (702.1)**

James Woods, Controller of Plant, presented the amendments to the Playground Equipment Policy (702.1), as well as a summary of the comments received from the vetting process; Guidelines and Risk Management Strategies from the Ontario School Boards' Insurance Exchange (OSBIE) (2010); and the CAN/CSA-Z614-07 (Canadian Standard Association for Children's Playspaces and Equipment).

Trustees asked questions of Mr. Woods and discussed the Policy and Administrative Guidelines. The Policy Committee agreed to refer the Policy and Administrative Guidelines back to Senior Administrative Council for further review of the following issues/suggestions:

- That by September 2012, each school which currently has playground equipment installed and/or is in the process of raising funds for playground equipment, must annually set aside a specific amount of funds, determined by the Controller of Plant, to maintain and/or repair playground equipment and surface areas for the life of the playground.
- That by September 2013, all playgrounds with equipment must have a rubber surface financed through school generated funds.

- Once the playground equipment reaches a point where it costs more to maintain it then economically feasible, it will be removed.
- Senior Staff will research the possibility of involving community partnerships to assist in the purchase, installation and maintenance costs for playground equipment and surfaces.
- Where playground equipment is not installed at elementary schools, it will be the responsibility of the Board to provided painted active playground areas and equipment.
- Delete from the Administrative Guidelines Playground *Safety* “*check childrens’ clothing and shoelaces to ensure there are no potential hazards*”

Moved by Trustee Burtnik

THAT the Policy Committee recommend that Playground Equipment Policy (702.1), be referred back to Senior Staff for presentation at the April Committee of the Whole Meeting.

APPROVED

POLICIES - PRIOR TO VETTING

6.3 Educational Field Trips, Exchanges and Excursions Policy (400.2)

Mark Lefebvre, Superintendent of Education, presented the amendments to Educational Field Trips, Exchanges and Excursions Policy (400.2).

Trustees asked questions of Superintendent Lefebvre and discussed the Policy and Administrative Guidelines and suggested the following amendments:

POLICY STATEMENT

- Make reference in Policy Statement that the Board recognizes that field trips are strictly voluntary and not mandatory

ADMINISTRATIVE GUIDELINES

- **PART II DEFINITIONS**

- **4. Continuing Education Credit Program**

- *Delete the last sentence of the paragraph*

- **5. Exchanges**

- Change “schools” to “students” in the first sentence to read “*School-to-School exchanges are available for all elementary and secondary students in Niagara...*”

- Delete the word school in the first sentence of the second paragraph to read “*Student Exchanges may be planned for elementary or secondary students by parents/guardians...*”

- **PART III APPROVALS**

- 2nd point to include the word “Exchange” to read “*Request for Credit Program Overnight Field Trip, Extended Overnight Field Trip, Exchange and Excursion Cover Sheet*”

- **PART IV PLANNING**

- **4. Emergency Planning**

- 2nd point to delete the words “as directed”

- 3rd point to include the words “teacher designate” to read “*The supervising teacher/teacher designate...*”

- **PART V SAFETY PROCEDURES**

- **9. Non-Commercial Boating**

- 2nd point to be reviewed and reworded to specify that members of rowing teams are excluded from the requirement to wear life jackets or personal flotation devices.

- **PART VI SUPERVISION**
 - 1. Add the word “designate” to read “...in unique situations, any Board employee or designate approved by the Principal.”
 - 4. Overnight Trips and Overnight Trips Outside Continental Canada or United States to change the ratio of supervisors from one (1) to two (2).
 - 4. b Reword to read “To accommodate the possibility of medical emergencies, at least two adults should accompany students for all overnight trips or...”
 - 7. Add the words “and parents will be notified of the exception” at the end of the statement.
- **PART VII FINANCING EDUCATIONAL FIELD TRIPS**
 - Move the entire section to follow PART II DEFINITIONS

The Policy Committee agreed that the Educational Field Trips, Exchanges and Excursions Policy (400.2) will begin the vetting process from March 28 to May 4, 2012.

6.4 Education-Based Resesarch Policy (800.5)

Superintendent Forsyth-Sells presented the amendments to the Education-Based Resesarch Policy (800.5).

Trustees asked questions of Superintendent Forsyth-Sells and discussed the Policy and Administrative Guidelines and recommended the following amendments:

POLICY STATEMENT

- Add the following statement as the second sentence “All Education-Based Research conducted in the Niagara Catholic District School Board must be in keeping with the Mission, Vision and Values of the Board.”

ADMINISTRATIVE GUIDELINES

- Appendix 1 Education-Based Research Proposal Review Template
D. RESEARCH OBJECTIVES #2 to read “Explain the practical benefits and / or contribution of this research to the participants, to the Niagara Catholic District School Board and / or to the education system in general.”

The Policy Committee agreed that the Education-Based Resesarch Policy (800.5) will begin the vetting process from March 28 to April 19, 2012.

6.5 Student Senate Policy (100.6)

John Crocco, Director of Education, presented the amendments to the Student Senate Policy (100.6).

Trustees discussed the Policy and Administrative Guidelines and recommended the following amendments:

ADMINISTRATIVE GUIDELINES

- Replace the word “pupil” with “student” throughout the Administrative Guidelines.
- 11. a) Reword to read “The student must be a Roman Catholic.”
- 12. Change the word “may” to “will” to read “In the fall of each year, a retreat may be organized...” and move the sentence to the Statement of Policy.

The Policy Committee agreed that the Student Senate Policy (100.6) will begin the vetting process from March 28 to April 19, 2012.

At the request of the Student Senate the Policy will be presented at the April Policy Committee Meeting and if approved would be recommended to the April Board Meeting to be effective for the Student Leadership Symposium in May 2012.

6.6 Student Trustees Policy (100.4)

Director Crocco presented the amendments to the Student Trustees Policy (100.4).

Trustees discussed the Policy and Administrative Guidelines and recommended the following amendments:

STATEMENT OF POLICY

- Replace the word “inclusion” with “*representation*” in the first paragraph.

ADMINISTRATIVE GUIDELINES

- Replace the word “*pupil*” with “*student*” throughout the Administrative Guidelines.

The Policy Committee agreed that the Student Trustees Policy (100.4) will begin the vetting process from March 28 to April 19, 2012.

At the request of the Student Senate the Policy will be presented at the April Policy Committee Meeting and if approved would be recommended to the April Board Meeting to be effective for the Student Leadership Symposium in May 2012.

INFORMATION

6.7 Policies Being Vetted - Until May 4, 2012

- Bottled Water Policy (New)
- Christian Community Service Policy (#400.3)
- Diabetes Management Policy (New)
- Dress Code Policy – Safe Schools (#302.5.6)
- Electronic Communications Systems Policy (Employees) (#201.12)
- Electronic Communications Systems Policy (Students) (#301.5)
- Employee Code of Conduct & Ethics Policy (New)
- Employee Hiring and Selection Policy (New)
- Fundraising Policy (#301.4)

6.8 Policy Schedule

Director Crocco presented the Policy Schedule.

6.9 Policy Update

Director Crocco presented the Policy Update.

7. Date of Next Meeting

Tuesday, April 24, 2012 – 4:30 p.m.

8. Adjournment

The meeting adjourned at 6:50 p.m.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
APRIL 10, 2012**

PUBLIC SESSION

**TOPIC: POLICY COMMITTEE
NIAGARA CATHOLIC PARENT INVOLVEMENT
COMMITTEE BY-LAWS**

RECOMMENDATION

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Niagara Catholic Parent Involvement Committee By-Laws, as presented.

Prepared by: Lee Ann Forsyth-Sells, Superintendent of Education
Presented by: Policy Committee
Recommended by: Policy Committee
Date: April 10, 2012



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

“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.”

**Niagara Catholic
Parent Involvement Committee
(NCPIC)**

BY-LAWS

Revised: September 27, 2011
March 21, 2012

Niagara Catholic Parent Involvement Committee

TERMS OF REFERENCE

In keeping with the Mission, Vision and Values of the Niagara Catholic District School Board, the Niagara Catholic Parent Involvement Committee (NCPIC), is a regional body of representative stakeholders, that supports the Mission of Catholic Education and the Mission of the Niagara Catholic District School Board, by providing a communication link to parents/guardians, Catholic School Councils, the Director of Education, and the Board of Trustees.

The Niagara Catholic Parent Involvement Committee, as supported by the Niagara Catholic District School Board, promotes active parent/guardian engagement with all parents/guardians in all schools for the improvement of student achievement and the well-being of all students in the Niagara Catholic District School Board.

The Director of Education will issue Administrative Guidelines for the implementation of this Policy.

Niagara Catholic Parent Involvement Committee

BY-LAWS

The Niagara Catholic Parent Involvement Committee By-Laws are in accordance with the Education Act and its Regulations (Ontario Regulations 330/10 School Councils and Parent Involvement Committees) and the Niagara Catholic District School Board Niagara Catholic Parent Involvement Committee Policy 800.7.

MEMBERSHIP

Parents/guardians will make up the majority of the Niagara Catholic Parent Involvement Committee (NCPIC).

- a. Members will include up to sixteen (16) parent/guardian members who are voting members, and the Director of Education or designated Superintendent of Education;
- b. Two (2) Trustees of the Board of trustees will be appointed to the committee annually;
- c. A member will be appointed by the Special Education Advisory Committee (SEAC) who is a voting member;
- d. Up to three (3) community representatives will be appointed to the committee who are voting members;
- e. A diocesan member will be appointed by the Bishop of St. Catharines;
- f. A student member will be appointed by the Student Senate;
- g. One (1) elementary Principal and one secondary Principal member;
- h. One (1) elementary teacher and one secondary teacher member; and
- i. One (1) support staff member.

Parent/guardian members will reflect the population distribution within the geographical areas of the Board:

Niagara Falls/Niagara-on-the-Lake	up to 4 Parent/guardian Representatives
St.. Catharines	up to 4 Parent/guardian Representatives
Welland	up to 2 Parent/guardian Representatives
Fort Erie, Port Colborne, Wainfleet	up to 2 Parent/guardian Representatives
Thorold/Merritton	up to 2 Parent/guardian Representatives
Grimsby/Lincoln/West Lincoln/Pelham	up to 2 Parent/guardian Representatives

TERMS

- i. Half of the Niagara Catholic Parent Involvement Committee will serve for a term of two (2) years, (renewable) and all other members will serve for a term of one (1) year, (renewable).
- ii. Non-parent/guardian members will serve for a term of two (2) years.
- iii. An (election) sub-committee, comprised of the Chairperson, or at least one (1) Co-Chairperson, the Superintendent of Education and up to four (4) additional members will oversee the election process.
- iv. Every effort will be made to represent the diverse communities of the Board.
- v. Whenever possible, the committee will make most decisions based on consensus. When a vote is necessary all voting members (only parent/guardian members and community representative members are entitled to vote) will vote. A vote can only be taken if Quorum is present (fifty (50) percent plus one (1) of the voting members).

MEETINGS

- i. General meetings of the Niagara Catholic Parent Involvement Committee will be bi-monthly.
- ii. Working meetings for sub-committees of the Niagara Catholic Parent Involvement Committee will be held in the opposing months. Additional meetings may be called as required by the Superintendent of Education and the Chairperson/Co-Chairpersons or at the written request of a minimum of three (3) committee members.
- iii. Meetings are open to the public and will be held at the Catholic Education Centre (CEC).

OFFICES

- i. The Niagara Catholic Parent Involvement Committee shall elect one (1) Chairperson or two (2) Co-Chairpersons from the parent/guardian members to chair the Committee for a term of two (2) years.
- ii. Elections for the position of Chairperson/Co-Chairpersons shall take place at the first general meeting of the committee in the school year when there is a vacancy.
- iii. The Chairperson/Co-Chairpersons cannot be employees of the Niagara Catholic District School Board.
- iv. Only parent/guardian members that have been elected/appointed or re-elected/re-appointed to the committee for a two (2) year term are eligible to be elected as a Chairperson/Co-Chairpersons. Parent/guardian members with only one (1) year left of their term are not eligible to stand for election as Chairperson/Co-Chairpersons.
- v. An individual may not serve more than two (2) consecutive terms (four (4) years) as Chairperson/Co-Chairpersons.
- vi. An individual who has served one (1) term or two (2) term consecutive terms may be re-elected to the position of Chairperson/Co-Chairpersons of the committee provided that at least one (1) full two (2) year term has elapsed since the last term as Chairperson/Co-Chairpersons.
- vii. If the committee chooses to elect two (2) Co-Chairpersons, each Co-Chairperson will be considered to have equal responsibility to fulfill all duties of the position of Chairperson including, setting agendas, chairing meetings and acting as spokesperson(s) for the committee in communication with the Director of Education of the Board and the Board.
- viii. The committee may choose to elect other officers to the executive as deemed necessary.
- ix. If a vacancy occurs in the office of Chairperson/Co-Chairpersons the committee shall elect a parent representative to complete the remainder of the term that has been vacated.

Chairperson/Co-Chairpersons of the Niagara Catholic Parent Involvement Committee:

- i. Prepare the agenda for all meetings of the Niagara Catholic Parent Involvement Committee, in consultation with the appointed Superintendent of Education, for distribution to committee members at least five (5) days prior to the meeting date.
- ii. Chair all meetings of the Niagara Catholic Parent Involvement Committee.
- iii. Communicate regularly with the appointed Superintendent of Education and Catholic School Councils of the Niagara Catholic District School Board.
- iv. Act as spokesperson for the Niagara Catholic Parent Involvement Committee while ensuring that any views presented in the capacity of Chairperson/Co-Chairpersons represent fairly the position of the Niagara Catholic Parent Involvement Committee.
- v. Ensure that minutes of meetings of the committee are recorded, maintained and posted on the Board website for a period of four (4) years.
- vi. Review all reports and financial records of the committee.
- vii. Review the By-Laws annually in consultation with the Niagara Catholic Parent Involvement Committee.

VACANCIES

Vacancies on the Niagara Catholic Parent Involvement Committee occur when:

- a. a parent/guardian member has reached the end of a one (1) or two (2) year term
- b. a member resigns
- c. a member is unable to fulfill his/her duties

Filling Vacancies

- i. When a vacancy occurs, the Niagara Catholic Parent Involvement Committee will decide if the vacancy is to be filled.
- ii. The Niagara Catholic Parent Involvement Committee may appoint a parent/guardian to serve on the Committee until the next election.
- iii. The Niagara Catholic Parent Involvement Committee shall fill the vacancy by appointment from the pool of candidates from the previous election process.
- iv. If none of these candidates is interested in becoming a NCPIC member, the NCPIC may request that interested parents/guardians submit their names for consideration as stated in the NCPIC Policy/Guidelines 800.7.

CONFLICT OF INTEREST

- i. A conflict of interest for a Niagara Catholic Parent Involvement Committee member involves situations in which the member's private interests may be incompatible or in conflict with the Niagara Catholic Parent Involvement Committee.
- ii. Each Niagara Catholic Parent Involvement Committee member shall avoid situations that could result in an inconsistency between the overall goals and vision of the Niagara Catholic Parent Involvement Committee and a personal or vested interest that may arise in connection with his or her duties as a Niagara Catholic Parent Involvement Committee member.
- iii. Should an issue or agenda item arise during a Niagara Catholic Parent Involvement Committee meeting where a committee member is in a conflict of interest situation, he or she shall declare the conflict of interest immediately and decline from the discussion and resolution.
- iv. The committee member shall declare a conflict of interest in matters that they, members of their families or their business affiliations could directly or indirectly benefit from the decisions of the committee.
- v. A committee member who identifies a conflict of interest must declare it before any discussion of the matter begins.
- vi. The member must:
 - Publicly state the conflict of interest, explain the general nature of the interest and have the declaration recorded in the minutes.
 - Not vote on the matter under discussion.
 - Leave the room when the committee is discussing the matter and have this facet recorded in the minutes.
 - Not discuss the matter with members or attempt to influence the decision.

CONFLICT RESOLUTION

If the appointed Superintendent of Education, after discussion with the Niagara Catholic Parent Involvement Committee Chairperson/Co-Chairpersons, determines that any of the members have contravened Regulations 330/10 or Board Policy 800.1, the appointed Superintendent of Education or Chairperson/Co-Chairpersons will discuss the matter with the Director of Education. Please see the Complaint Resolution Policy No. 800.3.

- i. If a member becomes disruptive during a meeting, the Chairperson/Co-Chairpersons shall ask for order.
- ii. If all efforts to restore order fail or the unbecoming behaviour continues, the Chairperson/Co-Chairpersons may direct the individual Niagara Catholic Parent Involvement Committee member to leave the meeting, citing reasons for the request.
- iii. The removal of a member for one (1) meeting does not prevent the member from participating in future meetings of the Niagara Catholic Parent Involvement Committee.
- iv. The incident shall be recorded and submitted to the Director of Education by the appointed Superintendent of Education within one (1) week of the meeting.
- v. It is recommended that parties involved in the conflict follow the Board's Complaint Resolution Policy No. 800.3.
- vi. Upon removal of a member, a special meeting shall be called, the purpose of which will be to arrive at a mutually acceptable solution to the dispute.
- vii. Such a meeting shall be a private meeting and not construed as a meeting of the Niagara Catholic Parent Involvement Committee.
- viii. Any resolution reached at the meeting to resolve the conflict shall be signed and respected in full by all parties to the agreement.

CODE OF ETHICS

A member shall:

- i. Consider the best interest of all students.
- ii. Be guided by the Mission Statement of the Board.
- iii. Become familiar with the Education Act according to school and Board guidelines, and Ministry of Education Regulations.
- iv. Maintain the highest standards of integrity, recognizing and respecting the personal integrity of each member of the school community.
- v. Treat all other Niagara Catholic Parent Involvement Committee members with respect and allow for diverse opinions to be shared, without interruption.
- vi. Create a positive environment in which individual contributions are encouraged and valued.
- vii. Acknowledge democratic principles and accept the consensus of the Niagara Catholic Parent Involvement Committee for recommendation to the Superintendent of Education.
- viii. Respect the confidential nature of some school business, respect the limitations this places on the operation of the Niagara Catholic Parent Involvement Committee, and not disclose confidential information.
- ix. Focus discussions at Niagara Catholic Parent Involvement Committee meetings to those items that fall within the mandate of Niagara Catholic Parent Involvement Committee.
- x. Use established communication channels when questions or concerns arise.
- xi. Promote high standards of ethical practice within the school communities.
- xii. Not accept any payment for their Niagara Catholic Parent Involvement Committee involvement.
- xiii. Refrain from making any negative statements about any individual or groups.
- xiv. Declare any conflict of interest.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
APRIL 10, 2012**

PUBLIC SESSION

TOPIC: POLICY SCHEDULE

The Policy Schedule
is presented for information.

Prepared by: John Crocco, Director of Education
Presented by: John Crocco, Director of Education
Date: April 10, 2012



POLICY SCHEDULE

UPDATED MARCH 2012 (Sorted by Policy Name)

Legend	
	Policy/Administrative Guidelines Adopted
	Policy/Administrative Guidelines Reviewed (NO REVISIONS)
	Policy/Administrative Guidelines Reviewed (REVISIONS)

Policy #	POLICY NAME	Policy Issued	Reviewed	PC	CW	BD	AG	Reviewed	Resp
			Revised					Issued	
400.5	Acceleration Retention	2003					2003		ML
302.6.3	Access to School Premises - <i>Safe Schools</i>	2001	2008				2001	2008	FI
701.4	Accessibility Customer Service	2009					2009		LAFS
302.2	Administration of Oral Medication To Students Under the Age of 18 During School Hours	1998	2009				1998	2009	LAFS
301.1	Admission of Students	1998	2010				1998	2010	FI
400.1	Adult and Continuing Education	1998					N/A	N/A	FI
600.5	Advertising Expenditures	2007					2007		LR
100.9	Advocacy Expenditures	2007					2007		LR
302.1	Anaphylaxis	1998	2010				1998	2010	YB
701.1	Architect Selection	1998	2007				1998	2007	JW
301.10	Assessment, Evaluation And Reporting (<i>Interim</i>)	2011					2011		LAFS
202.1	Assignment of Principals and Vice-Principals	1998		April 2012	June 2012	June 2012	N/A	N/A	FI
301.3	Attendance Areas	1998	2009	April 2012	June 2012	June 2012	1998	2009	JW
NEW	Attendance Support Program	NEW		April 2012	June 2012	June 2012	NEW		FI
100.1	Board By-Laws	1997	2010				N/A	N/A	JC
NEW	Bottled Water	NEW		Feb. 2012	June 2012	June 2012	NEW		LAFS
302.6.8	Bullying Prevention & Intervention - <i>Safe Schools</i>	2003	2010	April 2012	June 2012	June 2012	2003	2010	FI
202.2	Catholic Leadership: Principal & Vice-Principal Selection	1998	2012				1998	2012	FI
800.1	Catholic School Councils	1998	2011				1998	2011	LAFS
400.3	Christian Community Service	2001		Feb. 2012	June 2012	June 2012	2001		ML
302.6.2	Code of Conduct - <i>Safe Schools</i>	2001	2009				2008	2009	FI
800.2	Community Use of Facilities	1998	2012				1998	2012	JW
800.3	Complaint Resolution	1998	2011				1998	2011	JC
600.4	Corporate Cards, Purchasing Cards & Petty Cash	2007					2007		LR
302.6.7	Criminal Background Check - <i>Safe Schools</i>	2001	2003				2001	2003	FI
201.5	Death Benefit	2002					N/A	N/A	FI
201.10	Deferred Salary Plan (X/Y)	2002					2002		FI
NEW	Diabetes Management	NEW		Feb. 2012	June 2012	June 2012	NEW		YB
302.6.6	Dress Code - <i>Safe Schools</i>	2001	2002	Feb. 2012	June 2012	June 2012	2001	2002	FI
400.2	Educational Field Trips	1998	2008	Mar. 2012	June 2012	June 2012	1998	2008	ML

Policy #	POLICY NAME	Policy Issued	Reviewed	PC	CW	BD	AG	Reviewed	Resp
			Revised	Projected Presentation Timelines			Issued	Revised	
301.2	Education-Based Research	1998	2011	Mar. 2012	June 2012	June 2012	1998	2011	LAFS
201.12	Electronic Communications Systems (Employees)	2006	2006	Feb. 2012	June 2012	June 2012	2006	2006	MC
301.5	Electronic Communications Systems (Students)	2006		Feb. 2012	June 2012	June 2012	2006		MC
100.8	Electronic Meetings (Board and Committees)	2005					N/A	N/A	JC
201.9	Employee Attendance During Inclement Weather & Workplace Closure	2002		Nov. 2011	Mar. 2012	Mar. 2012	2002		FI
NEW	Employee Code of Conduct & Ethics	NEW		Feb. 2012	June 2012	June 2012	NEW		FI
201.15	Employee Conferences, Workshops & Meetings	2007					2007		LR
NEW	Employee Hiring and Selection	NEW		Feb. 2012	June 2012	June 2012	NEW		FI
201.1	Employee Leaves of Absence	1998	2001				1998	2001	FI
201.14	Employee Meals & Hospitality	2007					2007		LR
201.7	Employee Workplace Harassment *	2002	2012				2002	2012	FI
201.11	Employee Workplace Violence *	2002	2010				2002	2010	FI
400.6	Environmental Stewardship	2011					2011		JW
100.10	Equity and Inclusive Education	2010	2010				2010	2010	YB
100.5	Establishment and Cyclical Review of Policies	1998	2010				1998	2010	JC
800.6	Facility Partnerships	2010					2010		JW
301.4	Fundraising	2002		Feb. 2012	June 2012	June 2012	2002		LR
NEW	Leadership Succession Plan	NEW		April 2012	June 2012	June 2012	NEW		FI
600.3	Monthly Financial Reports	1998	2010				N/A	N/A	LR
100.7	Niagara Catholic Education Award of Distinction	2004	2005				2004	2005	FI
800.7	Niagara Catholic Parent Involvement Committee	2011	2012				2011	2012	LAFS
302.7	Nutrition	2005	2011				2005	2011	YB
201.6	Occupational Health & Safety *	2002					2002		FI
301.7	Ontario Student Record (OSR)	2006					2006		ML
302.6.1	Opening or Closing Exercises - <i>Safe Schools</i>	2001	2002				2001	2002	FI
702.1	Playground Equipment	1998	2004	Oct. 2011	May 2012	May 2012	1998	2004	JW
400.4	Prior Learning Assessment & Recognition (PLAR)	2003					2003		ML
302.6.9	Progressive Student Discipline - <i>Safe Schools</i>	2008	2010				2008	2010	FI
701.2	Pupil Accommodation Review	1998	2010				1998	2010	JW
600.1	Purchasing/Supply Chain Management (previously Purchasing of Goods & Services)	1998	2011				1998	2011	LR
600.2	Records Management	1998	2011				1998	2011	JC
201.4	Reimbursement of Travel Expenses	1998	2008				1998	2008	LR
100.10	Religious Accommodation	2010	2010				2010	2010	YB
201.3	Religious Education Courses for Staff	1998	2002				1998	2002	FI
201.2	Retirement & Service Recognition Celebration	1998	2010				1998	2010	FI
302.3	Safe Arrival	1999	2010				1999	2010	FI
302.8	Safe Physical Intervention with Students	2009					2009		LAFS
302.6	Safe Schools	2001	2008	April 2012	June 2012	June 2012	N/A	N/A	FI

Policy #	POLICY NAME	Policy Issued	Reviewed	PC	CW	BD	AG	Reviewed	Resp
			Revised	Projected Presentation Timelines			Issued	Revised	
301.6	School Generated Funds	2006		April 2012	June 2012	June 2012	2006		LR
201.13	Sexual Misconduct	2006					2006		FI
302.6.5	Student Expulsion- <i>Safe Schools</i>	2001	2009				2001	2009	FI
301.11	Student Fees	2011	2011				2011	2011	YB
302.5	Student Parenting	2001		April 2012	June 2012	June 2012	2001		ML
100.6	Student Senate	2000	2001	Mar. 2012	April 2012	April 2012	2000	2001	JC
302.6.4	Student Suspension- <i>Safe Schools</i>	2001	2009				2001	2009	FI
500.2	Student Transportation	2007	2010	TBD	TBD	TBD	2007	2010	LR
100.4	Student Trustees	1998	2007	Mar. 2012	April 2012	April 2012	1998	2007	JC
500.1	Transportation Inclement Weather	1998	2004				1998	2004	LR
100.12	Trustee Code of Conduct	2010					N/A	N/A	JC
100.13	Trustee Expenses & Reimbursement (<i>Interim</i>)	2011					N/A	N/A	JC
100.11	Trustee Honorarium	2010					N/A	N/A	JC
701.3	Video Security Surveillance	2002	2004				2002	2004	JW
301.9	Voluntary and Confidential Self-Identification Policy for First Nation, Métis and Inuit Students	2011					2011		YB
302.4	Volunteer Driver	2001	2009				2001	2009	YB
800.4	Volunteer Recognition	2007	2008				2008		JC

POLICIES RESCINDED

Policy #	POLICY NAME	Policy Issued	AG Issued	Policy Rescinded	Policy Replaced With
100.2	Trustee Conference & Travel Expenses	1998	1998	2011	Trustee Expenses and Reimbursement Policy (100.13)
100.3	Trustee Travel Expenses	1998	1998	2011	

* MINISTRY OF LABOUR COMPLIANCE ANNUAL REVIEW

** POLICY COMMITTEE REVIEW

POLICY & GUIDELINES REVIEW REPORTS TO SENIOR ADMINISTRATIVE COUNCIL AGENDA ONE WEEK PRIOR TO A REGULARLY SCHEDULED POLICY COMMITTEE MEETING

PC MEETING DATES - 4:30 PRIOR TO SEPT, OCT, NOV, JAN, FEB, MAR, APR & MAY BD MEETINGS

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
APRIL 10, 2012**

PUBLIC SESSION

TOPIC: POLICY UPDATE

The Policy Update
is presented for information.

Prepared by: John Crocco, Director of Education
Presented by: John Crocco, Director of Education
Date: April 10, 2012



REPORT TO THE COMMITTEE OF THE WHOLE MEETING FOR THE MONTH OF MARCH 2012

POLICY UPDATE

BACKGROUND INFORMATION

The Policy Update for the month of March 2012 is submitted for the information of Trustees.

A copy of the Policy and Administrative Guidelines - The Establishment and Cyclical Review of Policies Policy (Appendix A) is included for ease of reference.

POLICIES BEING DEVELOPED/REVIEWED		PC	CW	BD	APPENDIX
		Projected Presentation Timelines			
POLICIES BEING DEVELOPED					
1	Attendance Support Program	April 2012	June 2012	June 2012	B
2	Leadership Succession Plan	April 2012	June 2012	June 2012	C
POLICIES BEING REVIEWED					
1	Playground Equipment (702.1)	Oct. 2011	May 2012	May 2012	D
2	Assignment of Principals & Vice-Principals (202.1)	April 2012	June 2012	June 2012	E
3	Attendance Areas (301.3)	April 2012	June 2012	June 2012	F
4	Bullying Prevention & Intervention-Safe Schools (302.6.8)	April 2012	June 2012	June 2012	G
5	Educational Field Trips (400.2)	Mar. 2012	June 2012	June 2012	H
6	Education-Based Research	Mar. 2012	June 2012	June 2012	I
7	Safe Schools (302.6)	April 2012	June 2012	June 2012	J
8	School Generated Funds (301.6)	April 2012	June 2012	June 2012	K
9	Student Parenting (302.5)	April 2012	June 2012	June 2012	L
10	Student Transportation (500.2)	TBD	TBD	TBD	M
POLICIES/VETTED AND BEING VETTED					
1	Bottled Water	Feb. 2012	June 2012	June 2012	
2	Diabetes Management	Feb. 2012	June 2012	June 2012	
3	Dress Code - Safe Schools (302.6.6)	Feb. 2012	June 2012	June 2012	
4	Employee Code of Conduct & Ethics	Feb. 2012	June 2012	June 2012	
5	Employee Hiring and Selection	Feb. 2012	June 2012	June 2012	
6	Christian Community Service (400.3)	Feb. 2012	June 2012	June 2012	
7	Electronic Communications Systems (Employees) (201.12)	Feb. 2012	June 2012	June 2012	
8	Electronic Communications Systems (Students) (301.5)	Feb. 2012	June 2012	June 2012	
9	Fundraising (301.4)	Feb. 2012	June 2012	June 2012	

Trustees are reminded that the Policies are published on the Board's website www.niagaracatholic.ca.

The Policy Update is presented for information.

Prepared by: John Crocco, Director of Education

Presented by: John Crocco, Director of Education

Date: March 27, 2012



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

POLICY UPDATE

STATEMENT OF POLICY

The Niagara Catholic District School Board, in order to fulfill its duties and responsibilities, reserves to itself the function of establishing guides for the discretionary action of those to whom it delegates authority. These guides for action will constitute the policies governing the operation of the school system and the internal operations of the Board. The policies pertaining to the internal operations of the Board shall be called bylaws.

The Director of Education, as C.E.O., is accountable to the Board for the implementation of policy and shall issue Administrative Guidelines in support of policy.

The policies of the Board shall be congruent with and supportive of the Mission Statement of the Board.

The process of establishing and reviewing policy will include timely consultation with individuals and groups as deemed appropriate to a particular policy.

The policy shall be based on and supportive of the Catholic Mission Statement of the Board.

ADMINISTRATIVE GUIDELINES

The development and review of all policies shall be initiated by the Board or the Director of Education.

The Director of Education may delegate the development or revision of Policy Statements and Administrative Guidelines to appropriate members of Senior Administrative Council and staff.

The establishment of new Policies and Administrative Guidelines as well as the cyclical review of existing Policies and Administrative Guidelines will adhere to the following process:

1. The draft Policy will be reviewed by Senior Administrative Council for input.
2. Once approved by the Director of Education, the draft Policy will then be forwarded to the Policy Committee for input and information.
3. The Policy Committee may recommend that the draft Policy be vetted to various stakeholder groups or that it be returned to staff for further study.
4. Once approved by the Policy Committee for vetting, the draft Policy will then be distributed to stakeholder groups as identified in the Policy Development Update Form.
5. Once the vetting process has been completed, the final draft Policy will then be presented to Senior Administrative Council for review.
6. Once approved by the Director of Education, the final draft Policy will then be submitted to the Policy Committee for recommendation to the Committee of the Whole.
7. Once reviewed by the Committee of the Whole, the final draft will then be forwarded to the Board for consideration at its next meeting.
8. The Director of Education will issue Administrative Guidelines if necessary in support of the policy, and will distribute the policy to the system.
9. Policies and Administrative Guidelines will be reviewed with the appropriate staff, who will in turn review with school staff to begin the implementation process.

VETTING

A draft policy may be vetted with all or any of the following individuals or groups:

Trustees	O.E.C.T.A. Occasionals	Niagara Catholic Parent Involvement
Director of Education	C.U.P.E.	Committee
Superintendents	Managers'/Supervisors' Group	Special Education Advisory Committee
Principals/Vice-Principals	Student Services	The Bishop
Curriculum Support Staff	Principals'/Vice-Principals' Council	Pastors
O.E.C.T.A. Elementary	Non-Unionized Staff	Board Solicitor
O.E.C.T.A. Secondary	Catholic School Council Chairs	Student Senate
		Others



POLICY UPDATE

For the Month of March 2012

STEP 1 – NOTIFICATION OF INTENT TO COMMITTEE OF THE WHOLE						
Name of Policy	Attendance Support Program			Policy # N/A	Initiated by	
Intent of Policy	To design a Niagara Catholic Attendance Support Program Policy and practical procedures for employee attendance support by January 2012.			Issued N/A	Board	
Resource	Frank Iannantuono, Superintendent of Education/ Human Resources			Revised N/A	Director	✓
					Sr. Admin. Council	
					Ministry of Education	
Distribution of Vetting						
Trustees	✓	OECTA Occasional	✓	NC Parent Involvement Committee		✓
Principals/V-Principals	✓	Student Services	✓	Pastors		✓
Director	✓	CUPE	✓	S.E.A.C.		✓
Superintendents	✓	Managers/Supervisors	✓	Bishop		✓
Curriculum Support Staff	✓	Principals/V-Principals Council	✓	Board Solicitor		✓
OECTA Elementary	✓	Non-Unionized Staff	✓	Student Senate		✓
OECTA Secondary	✓	Catholic School Council Chairs	✓	Others		✓
STEP 2 – DRAFT POLICY REVIEW						
	Date of Notification to Committee of the Whole		October 2011			
Senior Administrative Council	Date of Draft Policy Reviewed		January 2012			
Trustees	Date Draft Policy Sent to Trustees		April 2012			
Stakeholders	Date of Draft Policy Reviewed		April 2012			
Policy Committee	Date of Draft Policy Reviewed		April 2012			
Committee of the Whole	Date of Draft Policy Reviewed		June 2012			
Board	Date of Draft Policy Reviewed		June 2012			
COMMENTS						
An Attendance Support Program Policy is being developed to ensure continued compliance with the Education Statutes and Regulations of Ontario and other relevant legislation, as well as to ensure that the Policy and Administrative Guidelines continues to meet the goals, best practices and needs of the system.						
STATUS OF POLICY GUIDELINES (For Information - Issued by Director of Education)						



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

POLICY UPDATE

For the Month of March 2012

STEP 1 – NOTIFICATION OF INTENT TO COMMITTEE OF THE WHOLE

Name of Policy	Leadership Succession Plan	Policy # N/A	Initiated by	
Intent of Policy	To design a Niagara Catholic Leadership Succession Planning Policy and process for the selection to all positions of leadership within Niagara Catholic by March 2012.	Issued N/A	Board	
Resource	Frank Iannantuono, Superintendent of Education/ Human Resources	Revised N/A	Director	✓
			Sr. Admin. Council	
			Ministry of Education	

Distribution of Vetting

Trustees	✓	OECTA Occasional	✓	NC Parent Involvement Committee	✓
Principals/V-Principals	✓	Student Services	✓	Pastors	✓
Director	✓	CUPE	✓	S.E.A.C.	✓
Superintendents	✓	Managers/Supervisors	✓	Bishop	✓
Curriculum Support Staff	✓	Principals/V-Principals Council	✓	Board Solicitor	✓
OECTA Elementary	✓	Non-Unionized Staff	✓	Student Senate	
OECTA Secondary	✓	Catholic School Council Chairs	✓	Others	

STEP 2 – DRAFT POLICY REVIEW

	Date of Notification to Committee of the Whole	September 2011
Senior Administrative Council	Date of Draft Policy Reviewed	January 2012
Trustees	Date Draft Policy Sent to Trustees	April 2012
Stakeholders	Date of Draft Policy Reviewed	April 2012
Policy Committee	Date of Draft Policy Reviewed	April 2012
Committee of the Whole	Date of Draft Policy Reviewed	June 2012
Board	Date of Draft Policy Reviewed	June 2012

COMMENTS

A Leadership Succession Planning Policy is being developed to ensure continued compliance with the Education Statutes and Regulations of Ontario and other relevant legislation, as well as to ensure that the Policy and Administrative Guidelines continues to meet the goals, best practices and needs of the system.

STATUS OF POLICY GUIDELINES (For Information - Issued by Director of Education)

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NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

POLICY UPDATE

For the Month of March 2012

STEP 1 – NOTIFICATION OF INTENT TO COMMITTEE OF THE WHOLE

Name of Policy Playground Equipment (702.1)

Resource James Woods, Controller of Plant

Distribution of Vetting

Trustees	✓	OECTA Occasional	✓	NC Parent Involvement Committee	✓
Principals/V-Principals	✓	Student Services	✓	Pastors	✓
Director	✓	CUPE	✓	S.E.A.C.	✓
Superintendents	✓	Managers/Supervisors	✓	Bishop	✓
Curriculum Support Staff	✓	Principals/V-Principals Council	✓	Board Solicitor	✓
OECTA Elementary	✓	Non-Unionized Staff	✓	Student Senate	✓
OECTA Secondary	✓	Catholic School Council Chairs	✓	Others	✓

STEP 2 – DRAFT POLICY REVIEW

	Date of Notification to Committee of the Whole	September 2011
Senior Administrative Council	Date of Draft Policy Reviewed	October 2011
Trustees	Date Draft Policy Sent to Trustees	October 2011
Stakeholders	Date of Draft Policy Reviewed	October 2011
Policy Committee	Date of Draft Policy Reviewed	October 2011
Committee of the Whole	Date of Draft Policy Reviewed	May 2012
Board	Date of Draft Policy Reviewed	May 2012

COMMENTS

The current policy is being reviewed as part of the cyclical Policy and Administrative Guidelines Review Process to ensure continued compliance with the Education Statutes and Regulations of Ontario and other relevant legislation, as well as to ensure that the Policy and Administrative Guidelines continues to meet the goals, best practices and needs of the system.

STATUS OF POLICY GUIDELINES (For Information - Issued by Director of Education)

POLICY UPDATE

For the Month of March 2012

STEP 1 – NOTIFICATION OF INTENT TO COMMITTEE OF THE WHOLE

Name of Policy Assignment of Principals and Vice-Principals (202.1)

Resource Frank Iannantuono, Superintendent of Education/Human Resource

Distribution of Vetting

Trustees	✓	OECTA Occasional	✓	NC Parent Involvement Committee	✓
Principals/V-Principals	✓	Student Services	✓	Pastors	✓
Director	✓	CUPE	✓	S.E.A.C.	✓
Superintendents	✓	Managers/Supervisors	✓	Bishop	✓
Curriculum Support Staff	✓	Principals/V-Principals Council	✓	Board Solicitor	✓
OECTA Elementary	✓	Non-Unionized Staff	✓	Student Senate	✓
OECTA Secondary	✓	Catholic School Council Chairs	✓	Others	✓

STEP 2 – DRAFT POLICY REVIEW

	Date of Notification to Committee of the Whole	May 2010
Senior Administrative Council	Date of Draft Policy Reviewed	March 2012
Trustees	Date Draft Policy Sent to Trustees	April 2012
Stakeholders	Date of Draft Policy Reviewed	April 2012
Policy Committee	Date of Draft Policy Reviewed	April 2012
Committee of the Whole	Date of Draft Policy Reviewed	June 2012
Board	Date of Draft Policy Reviewed	June 2012

COMMENTS

The current policy is being reviewed as part of the cyclical Policy and Administrative Guidelines Review Process to ensure continued compliance with the Education Statutes and Regulations of Ontario and other relevant legislation, as well as to ensure that the Policy and Administrative Guidelines continues to meet the goals, best practices and needs of the system.

STATUS OF POLICY GUIDELINES (For Information - Issued by Director of Education)

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POLICY UPDATE

For the Month of March 2012

STEP 1 – NOTIFICATION OF INTENT TO COMMITTEE OF THE WHOLE

Name of Policy Attendance Areas (301.3)

Resource James Woods, Controller of Plant

Distribution of Vetting

Trustees	✓	OECTA Occasional	✓	NC Parent Involvement Committee	✓
Principals/V-Principals	✓	Student Services	✓	Pastors	✓
Director	✓	CUPE	✓	S.E.A.C.	✓
Superintendents	✓	Managers/Supervisors	✓	Bishop	✓
Curriculum Support Staff	✓	Principals/V-Principals Council	✓	Board Solicitor	✓
OECTA Elementary	✓	Non-Unionized Staff	✓	Student Senate	✓
OECTA Secondary	✓	Catholic School Council Chairs	✓	Others	✓

STEP 2 – DRAFT POLICY REVIEW

	Date of Notification to Committee of the Whole	March 2012
Senior Administrative Council	Date of Draft Policy Reviewed	March 2012
Trustees	Date Draft Policy Sent to Trustees	April 2012
Stakeholders	Date of Draft Policy Reviewed	April 2012
Policy Committee	Date of Draft Policy Reviewed	April 2012
Committee of the Whole	Date of Draft Policy Reviewed	June 2012
Board	Date of Draft Policy Reviewed	June 2012

COMMENTS

The current policy is being reviewed as part of the cyclical Policy and Administrative Guidelines Review Process to ensure continued compliance with the Education Statutes and Regulations of Ontario and other relevant legislation, as well as to ensure that the Policy and Administrative Guidelines continues to meet the goals, best practices and needs of the system.

STATUS OF POLICY GUIDELINES (For Information - Issued by Director of Education)

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POLICY UPDATE

For the Month of March 2012

STEP 1 – NOTIFICATION OF INTENT TO COMMITTEE OF THE WHOLE

Name of Policy Bullying Prevention & Intervention-Safe Schools (302.6.8)

Resource Frank Iannantuono, Superintendent of Education/Human Resource

Distribution of Vetting

Trustees	✓	OECTA Occasional	✓	NC Parent Involvement Committee	✓
Principals/V-Principals	✓	Student Services	✓	Pastors	✓
Director	✓	CUPE	✓	S.E.A.C.	✓
Superintendents	✓	Managers/Supervisors	✓	Bishop	✓
Curriculum Support Staff	✓	Principals/V-Principals Council	✓	Board Solicitor	✓
OECTA Elementary	✓	Non-Unionized Staff	✓	Student Senate	✓
OECTA Secondary	✓	Catholic School Council Chairs	✓	Others	✓

STEP 2 – DRAFT POLICY REVIEW

	Date of Notification to Committee of the Whole	October 2011
Senior Administrative Council	Date of Draft Policy Reviewed	March 2012
Trustees	Date Draft Policy Sent to Trustees	April 2012
Stakeholders	Date of Draft Policy Reviewed	April 2012
Policy Committee	Date of Draft Policy Reviewed	April 2012
Committee of the Whole	Date of Draft Policy Reviewed	June 2012
Board	Date of Draft Policy Reviewed	June 2012

COMMENTS

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STATUS OF POLICY GUIDELINES (For Information - Issued by Director of Education)

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POLICY UPDATE

For the Month of March 2012

STEP 1 – NOTIFICATION OF INTENT TO COMMITTEE OF THE WHOLE

Name of Policy Educational Field Trips Policy (400.2)

Resource Mark Lefebvre, Superintendent of Education

Distribution of Vetting

Trustees	✓	OECTA Occasional	✓	NC Parent Involvement Committee	✓
Principals/V-Principals	✓	Student Services	✓	Pastors	✓
Director	✓	CUPE	✓	S.E.A.C.	✓
Superintendents	✓	Managers/Supervisors	✓	Bishop	✓
Curriculum Support Staff	✓	Principals/V-Principals Council	✓	Board Solicitor	✓
OECTA Elementary	✓	Non-Unionized Staff	✓	Student Senate	✓
OECTA Secondary	✓	Catholic School Council Chairs	✓	Others	✓

STEP 2 – DRAFT POLICY REVIEW

	Date of Notification to Committee of the Whole	June 2010
Senior Administrative Council	Date of Draft Policy Reviewed	February 2012
Trustees	Date Draft Policy Sent to Trustees	March 2012
Stakeholders	Date of Draft Policy Reviewed	March 2012
Policy Committee	Date of Draft Policy Reviewed	March 2012
Committee of the Whole	Date of Draft Policy Reviewed	June 2012
Board	Date of Draft Policy Reviewed	June 2012

COMMENTS

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STATUS OF POLICY GUIDELINES (For Information - Issued by Director of Education)

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POLICY UPDATE

For the Month of March 2012

STEP 1 – NOTIFICATION OF INTENT TO COMMITTEE OF THE WHOLE

Name of Policy Education-Based Research (301.2)

Resource Lee Ann Forsyth-Sells, Superintendent of Education

Distribution of Vetting

Trustees	✓	OECTA Occasional	✓	NC Parent Involvement Committee	✓
Principals/V-Principals	✓	Student Services	✓	Pastors	✓
Director	✓	CUPE	✓	S.E.A.C.	✓
Superintendents	✓	Managers/Supervisors	✓	Bishop	✓
Curriculum Support Staff	✓	Principals/V-Principals Council	✓	Board Solicitor	✓
OECTA Elementary	✓	Non-Unionized Staff	✓	Student Senate	✓
OECTA Secondary	✓	Catholic School Council Chairs	✓	Others	✓

STEP 2 – DRAFT POLICY REVIEW

	Date of Notification to Committee of the Whole	March 2012
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Trustees	Date Draft Policy Sent to Trustees	March 2012
Stakeholders	Date of Draft Policy Reviewed	March 2012
Policy Committee	Date of Draft Policy Reviewed	March 2012
Committee of the Whole	Date of Draft Policy Reviewed	June 2012
Board	Date of Draft Policy Reviewed	June 2012

COMMENTS

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STATUS OF POLICY GUIDELINES (For Information - Issued by Director of Education)

POLICY UPDATE

For the Month of March 2012

STEP 1 – NOTIFICATION OF INTENT TO COMMITTEE OF THE WHOLE

Name of Policy Safe Schools Policy (302.6)

Resource Frank Iannantuono, Superintendent of Education/Human Resource

Distribution of Vetting

Trustees	✓	OECTA Occasional	✓	NC Parent Involvement Committee	✓
Principals/V-Principals	✓	Student Services	✓	Pastors	✓
Director	✓	CUPE	✓	S.E.A.C.	✓
Superintendents	✓	Managers/Supervisors	✓	Bishop	✓
Curriculum Support Staff	✓	Principals/V-Principals Council	✓	Board Solicitor	✓
OECTA Elementary	✓	Non-Unionized Staff	✓	Student Senate	✓
OECTA Secondary	✓	Catholic School Council Chairs	✓	Others	✓

STEP 2 – DRAFT POLICY REVIEW

	Date of Notification to Committee of the Whole	October 2011
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Committee of the Whole	Date of Draft Policy Reviewed	June 2012
Board	Date of Draft Policy Reviewed	June 2012

COMMENTS

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STATUS OF POLICY GUIDELINES (For Information - Issued by Director of Education)

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POLICY UPDATE

For the Month of March 2012

STEP 1 – NOTIFICATION OF INTENT TO COMMITTEE OF THE WHOLE

Name of Policy School Generated Funds Policy (301.6)

Resource Larry Reich, Superintendent of Business & Financial Services

Distribution of Vetting

Trustees	✓	OECTA Occasional	✓	NC Parent Involvement Committee	✓
Principals/V-Principals	✓	Student Services	✓	Pastors	✓
Director	✓	CUPE	✓	S.E.A.C.	✓
Superintendents	✓	Managers/Supervisors	✓	Bishop	✓
Curriculum Support Staff	✓	Principals/V-Principals Council	✓	Board Solicitor	✓
OECTA Elementary	✓	Non-Unionized Staff	✓	Student Senate	✓
OECTA Secondary	✓	Catholic School Council Chairs	✓	Others	✓

STEP 2 – DRAFT POLICY REVIEW

	Date of Notification to Committee of the Whole	October 2011
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Committee of the Whole	Date of Draft Policy Reviewed	June 2012
Board	Date of Draft Policy Reviewed	June 2012

COMMENTS

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STATUS OF POLICY GUIDELINES (For Information - Issued by Director of Education)

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POLICY UPDATE

For the Month of March 2012

STEP 1 – NOTIFICATION OF INTENT TO COMMITTEE OF THE WHOLE

Name of Policy Student Parenting Policy (302.5)

Resource Mark Lefebvre, Superintendent of Education

Distribution of Vetting

Trustees	✓	OECTA Occasional	✓	NC Parent Involvement Committee	✓
Principals/V-Principals	✓	Student Services	✓	Pastors	✓
Director	✓	CUPE	✓	S.E.A.C.	✓
Superintendents	✓	Managers/Supervisors	✓	Bishop	✓
Curriculum Support Staff	✓	Principals/V-Principals Council	✓	Board Solicitor	✓
OECTA Elementary	✓	Non-Unionized Staff	✓	Student Senate	✓
OECTA Secondary	✓	Catholic School Council Chairs	✓	Others	✓

STEP 2 – DRAFT POLICY REVIEW

	Date of Notification to Committee of the Whole	October 2011
Senior Administrative Council	Date of Draft Policy Reviewed	February 2012
Trustees	Date Draft Policy Sent to Trustees	April 2012
Stakeholders	Date of Draft Policy Reviewed	April 2012
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Committee of the Whole	Date of Draft Policy Reviewed	June 2012
Board	Date of Draft Policy Reviewed	June 2012

COMMENTS

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STATUS OF POLICY GUIDELINES (For Information - Issued by Director of Education)

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POLICY UPDATE

For the Month of March 2012

STEP 1 – NOTIFICATION OF INTENT TO COMMITTEE OF THE WHOLE

Name of Policy Student Transportation Policy (500.2)

Resource Larry Reich, Superintendent of Business & Financial Services

Distribution of Vetting

Trustees	✓	OECTA Occasional	✓	NC Parent Involvement Committee	✓
Principals/V-Principals	✓	Student Services	✓	Pastors	✓
Director	✓	CUPE	✓	S.E.A.C.	✓
Superintendents	✓	Managers/Supervisors	✓	Bishop	✓
Curriculum Support Staff	✓	Principals/V-Principals Council	✓	Board Solicitor	✓
OECTA Elementary	✓	Non-Unionized Staff	✓	Student Senate	✓
OECTA Secondary	✓	Catholic School Council Chairs	✓	Others	✓

STEP 2 – DRAFT POLICY REVIEW

	Date of Notification to Committee of the Whole	October 2011
Senior Administrative Council	Date of Draft Policy Reviewed	March 2012
Trustees	Date Draft Policy Sent to Trustees	TBD
Stakeholders	Date of Draft Policy Reviewed	TBD
Policy Committee	Date of Draft Policy Reviewed	TBD
Committee of the Whole	Date of Draft Policy Reviewed	TBD
Board	Date of Draft Policy Reviewed	TBD

COMMENTS

The current policy is being reviewed as part of the cyclical Policy and Administrative Guidelines Review Process to ensure continued compliance with the Education Statutes and Regulations of Ontario and other relevant legislation, as well as to ensure that the Policy and Administrative Guidelines continues to meet the goals, best practices and needs of the system.

STATUS OF POLICY GUIDELINES (For Information - Issued by Director of Education)

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**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
APRIL 10, 2012**

PUBLIC SESSION

**TOPIC: NINTH ANNUAL NIAGARA CATHOLIC TECHNOLOGY
SKILLS COMPETITION 2012**

The report on the
Ninth Annual Niagara Catholic Technology Skills Competition 2012
is presented for information.

Prepared by: Mark Lefebvre, Superintendent of Education
Presented by: Mark Lefebvre, Superintendent of Education
Approved by: John Crocco, Director of Education
Date: April 10, 2012



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO THE COMMITTEE OF THE WHOLE MEETING APRIL 10, 2012

NINTH ANNUAL NIAGARA CATHOLIC TECHNOLOGY SKILLS COMPETITION 2012

BACKGROUND INFORMATION

In partnership with the Seaway Mall, Job Gym Niagara, the City of Welland, Home Depot Niagara Falls, Fonthill Building Supply, Niagara Food Festival, Mike Knapp Ford, Niagara College, Brock University, Young's Automotive, Liuna Gardens and numerous sponsors throughout Niagara, the Niagara Catholic District School Board's Program Department held the Ninth Annual Niagara Catholic Technology Skills Competition 2012.

On Thursday, March 1st, 2012 from 8:00 a.m. to 2:00 p.m., our secondary school students participated in the Culinary Arts and Baking Competition at the Niagara College Glendale Campus.

On Friday, March 2nd, 2012 from 8:00 a.m. to 2:00 p.m., our secondary school students participated in the First Annual Welding Competition at the Niagara College Welland Campus.

On Tuesday, March 6th and Wednesday, March 7th 2012, all other technology competitions took place at the Seaway Mall, 800 Niagara Street North, Welland, from 8:00 a.m. until 3:00 p.m. On Tuesday, March 6th, in collaboration with the Region of Niagara, Welland Transit, Liuna Gardens and Niagara Food Festival, Niagara Catholic transported residents from two of Welland's long term care homes to the technology competitions. These special guests were treated to Niagara Catholic's Hospitality and Tourism's finest from the Culinary Theatre provided by the Niagara Food Festival.

To conclude the competitions, an Awards Ceremony took place March 6th, 2012 in the Centre Court of Seaway Mall where students in different categories were presented with Gold, Silver and Bronze place medals by Director Crocco and David Pihach, Administrator of Student Success. Gold place winners in Culinary, Individual Carpentry, Video Production, Welding and 2D Animation will represent Niagara Catholic at the Regional Qualifiers on April 14th at the Niagara College Welland and Glendale Campuses. Gold place winners in 3D Character Computer Animation, Architectural Technology & Design, Auto Service, Baking, Cabinet Making, Carpentry Team, Electrical Wiring, Graphic Design, Hairstyling, Home Building, Landscape Gardening, Photography, Plumbing and Web Site Development will represent Niagara Catholic at the Provincial Competition at RIM Park in Kitchener April 30th and May 1st.

Appreciation is extended to the Seaway Mall staff, Niagara College, sponsors, administrators, teachers and Niagara Catholic support staff who worked so hard to make the events a memorable experience for all our students.

The report on the Ninth Annual Niagara Catholic Technology Skills Competition 2012
is presented for information.

Prepared by: Mark Lefebvre, Superintendent of Education
Presented by: Mark Lefebvre, Superintendent of Education
Approved by: John Crocco, Director of Education
Date: April 10, 2012

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
APRIL 10, 2012**

PUBLIC SESSION

TOPIC: MENTAL HEALTH WORKERS IN SCHOOLS

The report on the
Mental Health Workers in Schools
is presented for information.

Prepared by: Yolanda Baldasaro, Superintendent of Education
Presented by: Yolanda Baldasaro, Superintendent of Education
Colleen Atkinson, Amy Dowd, David O'Rourke – Special Education Coordinators
Approved by: John Crocco, Director of Education
Date: April 10, 2012



REPORT TO THE COMMITTEE OF THE WHOLE MEETING APRIL 10, 2012

MENTAL HEALTH WORKERS IN SCHOOLS

BACKGROUND INFORMATION

In November of 2011, the Special Education Policy and Programs Branch issued a memorandum that provided details related to initiatives to support students and District School Boards that will be phased in over the next three years to improve services and supports for children and youth with mental health and addiction needs.

As stated in the memorandum, a multi-ministry approach is being used by the Ministries of Education (EDU), Children and Youth Services (MCYS), Health and Long-Term Care (MOHLTC) and Training, Colleges and Universities (MTCU) to work collaboratively to:

- Implement mental health literacy and cross-sectoral training on early identification and intervention for educator;
- Hire new workers through schools and community-based agencies to enable early identification and referral for treatment; and
- Enhance mental health resources in schools.

Mental Health Workers in Schools is one of the education-focused provincial initiatives that Niagara Catholic has embraced by developing a protocol with community agencies Pathstone Mental Health and Contact Niagara to bring this level of mental health support expertise into our schools. Funded by MCYS, these new workers will provide direct service to students, which may include counseling, therapy, brief and crisis intervention, group therapy and support for key transitions. Pathstone Mental Health has hired two social workers to provide dedicated service to Niagara Catholic schools.

The *Social Workers in Schools Protocol* was built to dovetail our Board's current Special Education Problem Solving Model. The protocol outlines the referral process and the necessary consents to be able to access service. The protocol also aligns with the Working Together For Kids Mental Health (WTFKMH) Project that Niagara Catholic has been involved in for the past two years. The focus of the WTFKMH Project was to develop a more efficient delivery system, through enhanced decision-making supported by tools, clearer roles and responsibilities and better defined working relationships and partnerships. This past January, 2012, selected Board level staff were trained by the Ministry of Child and Youth Services to become trainers in the identification tools that will be used for the referral process. In February, 2012, Niagara Catholic Educational Resource Teachers and Secondary Child and Youth Workers were trained on the use of these identification tools that will provide a process of referral for students that may exhibit mental health concerns an opportunity to access the support they require at the local school level.

The *Social Workers in Schools Protocol* aligns itself well with the Ministry Child and Youth Services, “*A Shared Responsibility, the province’s first policy framework for child and youth mental health*” document.

It also addresses one of the Board’s 2010-2011 Strategic Directions and Priority Indicators Enabling Strategy “to develop a mental health support plan to address the need for increased supports for mental health and to increase the involvement of these supports at school team meetings by June 2011”.

A copy of the protocol is attached for information. Niagara Catholic gratefully acknowledges the support of Pathstone Mental Health and Contact Niagara for their collaborative efforts in helping to bring this initiative forward.

Attached: Protocol between Contact Niagara, Pathstone Mental Health and Niagara Catholic District School Board

The report on Mental Health Workers in Schools is presented for information.

Prepared by: Yolanda Baldasaro, Superintendent of Education
Presented by: Yolanda Baldasaro, Superintendent of Education
Colleen Atkinson, Amy Dowd, David O’Rourke – Special Education Coordinators
Approved by: John Crocco, Director of Education
Date: April 10, 2012



PROTOCOL

Between

CONTACT NIAGARA

**PATHSTONE MENTAL HEALTH
(Social Workers in Schools Program)**

and

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD

March 2012

Background

The schools of the Niagara Catholic District School Board and the Special Education Department value the input that can be gathered from outside agencies and professionals. Collaboration with these agencies and professionals are demonstrated through:

- valuing the advice of SEAC and its member associations;
- sitting on joint advisory boards and committees;
- provision of community support for high needs students;
- maintenance of protocols with various agencies; and
- joint planning for student success.

Community professionals can assist with problem solving to support students. The information that is shared can assist the school staff in programming more effectively. School staff members, parent(s)/guardian(s) and other professionals can work together to establish and implement an effective Individual Education Plan (IEP) for students based on specific strengths and needs.

Psychotherapy and/or counselling accessed through the Pathstone Mental Health Social Workers falls into this category. The involvement of this service in supporting students with Mental Health/behavioural concerns will be most valued.

Upon request, Pathstone Mental Health will provide required documentation as stated in the Niagara Catholic District School Board *Protocol with External Agencies* located on the Board website. This may include Criminal Background Checks and confirmation of staff qualifications and credentials. Niagara Catholic District School Board and Pathstone Mental Health will collaborate on the evaluation of programs and services annually. Consultation between Niagara Catholic District School Board and Pathstone Mental Health will take place prior to the termination of service. It is the responsibility of Pathstone Mental Health to ensure that their staff is insured while on school board property and that the insurance includes professional malpractice coverage (minimum \$2,000,000) to insure against civil litigation alleging incompetence, professional errors, omissions or charges laid by professional colleges or parent(s)/guardian(s).

REFERRAL PROCESS

Following are the steps that are to be followed in order to access the Pathstone Mental Health *Social Workers* in Schools:

School Initiated Referral

➤ **Identification**

- A classroom teacher identifies a problem and discusses his/her concerns with the parent(s)/guardian(s), Educational Resource Teacher (ERT), and Principal at a case conference.
- The teacher presents the problem at a School Based Team (SBT) meeting. School based problem solving is initiated and minutes are taken by the Educational Resource Teacher (ERT).
- As part of the SBT plan of action, a mental health identification tool(s) will be administered by the ERT (SDQ, CANS-EI, GAIN-SS) with consent of the parent(s)/guardian(s). (Appendix A Consent for In-school Educational Assessment)
- ERT sends assessment raw data to the BRT for scoring and recommendations. Number of assessments completed will be tallied and sent to Contact Niagara according to MCYS reporting requirements.
- As part of the review SBT, results of the identification tool is shared and school based strategies are implemented and evaluated. An IEP may be developed and implemented.
- A Case conference with parent(s)/guardian(s) is held to update parent(s)/guardian(s) about the concern(s) and the plan for a possible referral for Behaviour Resource Teacher (BRT)

➤ **Resource Support**

- A Request for Services form is completed requesting the involvement of the Area BRT. Minutes from two School Based Meetings, results from the identification tools, and behaviour data are attached to the request form.
- The area BRT updates Area Team in relation to the need for the Pathstone Mental Health *Social Worker* involvement and/or referral to Contact Niagara

➤ **Referral/Consent**

- If the Team decides that a referral is appropriate the Area BRT will contact the school Principal and appropriate area staff.
- The Area BRT will send the *Consent to Collect/ Disclose Information* form (Appendix B – NCDSB) and the *Consent to observe a child in school* (Appendix C- NCDSB) which allows sharing of information and observation of student.
- The ERT will contact the parent(s)/ guardian(s) to complete the consents. Copies of the consents are placed in the OSR.
- Once the consents have been signed, the ERT will inform the BRT.
- The Area BRT will inform the Pathstone Mental Health *Social Workers* that consents have been received
- The Area BRT will inform Contact Niagara that a student has been placed on the Pathstone Mental Health *Social Worker's* caseload and send an information package to Contact Niagara containing the copy of the request for service and a copy of the data collected from the assessment.

CONSULTATION and REVIEW

- Once a student becomes active, the Pathstone Mental Health *Social Worker* will contact the Principal to arrange a consultation at the school. Consultation may include observation of the student in the school setting and/or discussion with school based personnel at a case conference.
- *The school Principal or ERT will inform the Area BRT* of the consultation/observation date. If the BRT or designate is unable to attend the meeting, the consultation can still take place. If board staff is not present, the Pathstone Mental Health *Social Worker* will inform the Area BRT with an update of the consultation.
- Following any classroom observation, the Pathstone Mental Health *Social Worker* will endeavor to debrief with the Principal and/or ERT.
- The Pathstone Mental Health *Social Worker* will develop a treatment plan for the student.
- Case Conferences will be held with the Pathstone Mental Health *Social Worker*, the parent(s)/guardian(s), Principal, teacher(s), ERT and Area BRT to share information and develop strategies that may be included in the student's Individual Education Plan (IEP).
- The IEP is monitored closely by the school Principal, Educational Resource Teacher (ERT) and teacher(s).

➤ Review

- The Teacher(s), ERT, Principal and Area staff will continue to monitor the student's progress as appropriate.
- Programming Recommendations: The Principal is responsible for the educational program. Any programming recommendations made by the Pathstone Mental Health *Social Worker* are suggestions only and may be implemented in whole or in part at the sole and unfettered discretion of the Principal.
- The Area BRT will track the number of students receiving consultations provided by the Pathstone Mental Health *Social Worker*.
- If FACS is called by the Pathstone Mental Health *Social Worker* because of a disclosure from the student during a therapy/counseling session, the Pathstone Mental Health *Social Worker* will inform the Principal that the call has been made.

Confidentiality

In any written or oral reports arising out of observations made on school premises, Pathstone Mental Health *Social Workers* shall not make any references to other students or School Board personnel by name or by any other means which could serve to identify the individual. All such reports shall be held in strictest confidence.

Complaint Resolution

It is important that all parties involved are committed to resolution. This commitment requires open dialogue and the sharing of all information between parties prior to the scheduling of meetings.

STATEMENT OF POLICY

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

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

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

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

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

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

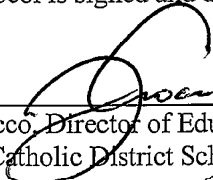
Please refer to the Administrative Guidelines policy 800.3

➤ **Conflict resolution between NCDSB Contact and Pathstone Mental Health:**

- A committee, which will consist of no less than three representatives from the Board and no less than three representatives from Pathstone Mental Health, will be convened in the event that a disagreement or dispute between the parties must be resolved.

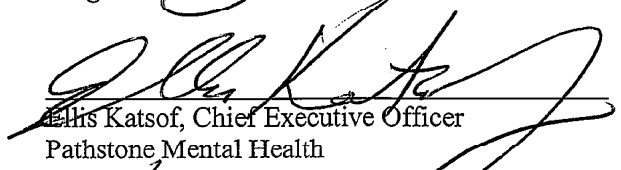
Niagara Catholic District School Board Special Education staff, Pathstone Mental Health staff and Contact Niagara staff will meet to review this protocol regularly.

This protocol is signed and delivered on the 20 day of March, 2012 by the undersigned:

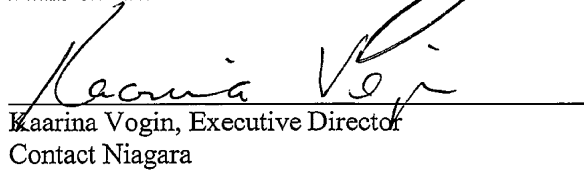


John Crocco, Director of Education
Niagara Catholic District School Board

Yms



Ellis Katsos, Chief Executive Officer
Pathstone Mental Health



Kaarina Vogin, Executive Director
Contact Niagara

Appendix A



Niagara Catholic District School Board
CONSENT FOR ADMINISTRATION OF IDENTIFICATION TOOLS

This information is being collected pursuant to the provisions of the Municipal Freedom of Information and Protection of Privacy Act and under the Authority of the Education Act, and will be used by Special Education. Questions about this collection should be directed to the Superintendent of Education – Special Education, Niagara Catholic District School Board, 427 Rice Road, Welland, Ontario L3C 7C1, 905-735-0240.

Student Name		<input type="checkbox"/> M	<input type="checkbox"/> F
Date of Birth <small>yyyy mm dd</small>			
School			
Teacher			
Grade Level		OEN #	

Dear _____

As part of the programming and planning needed for your child, the Educational Resource Teacher (ERT) would like your permission to complete the Identification Tools, in particular _____. We would also like you to complete the parent version of the *Strengths and Difficulties Questionnaire (SDQ)* to have both home and school data in order to make the best decisions for your child. Please be sure to answer all questions. Upon completion of the *SDQ*, please return it to school with your child to the Educational Resource teacher by **(insert date)** _____. All school and parent data will be forwarded to the Behaviour Resource Teacher for scoring. Once completed, the Educational Resource Teacher will arrange a meeting to discuss the results. Your cooperation is greatly appreciated. Should you have any questions or concerns, please do not hesitate to contact the Educational Resource Teacher.

Principal's Signature

Date

Educational Resource Teacher's Signature

Date

Parent/Guardian's Signature

Date

Appendix A

Appendix B



Niagara Catholic District School Board
CONSENT TO COLLECT and DISCLOSE PERSONAL INFORMATION

This information is being collected pursuant to the provisions of the Municipal Freedom of Information and Protection of Privacy Act and under the Authority of the Education Act, and will be used by the Special Education Department. Questions about this collection should be directed to the Superintendent of Special Education, Niagara Catholic District School Board, 427 Rice Road, Welland, Ontario L3C 7C1 905-735-0240.

I, _____
(Print full name of person)

of _____
(Address)

hereby consent that Niagara Catholic District School Board can collect, use and disclose personal information from/with the following agencies:

- | | |
|---|--|
| <input type="checkbox"/> Contact Niagara | <input type="checkbox"/> Pathstone Mental Health |
| <input type="checkbox"/> Niagara Health Systems | <input type="checkbox"/> Speech Services Niagara |
| <input type="checkbox"/> Family and Children Services | <input type="checkbox"/> Public Health |
| <input type="checkbox"/> District School Board of Niagara | <input type="checkbox"/> Niagara Peninsula Children's Centre |
| <input type="checkbox"/> Other: _____ | |

of the following information:

- (1) _____
- (2) _____
- (3) _____

in respect to _____ D.O.B. _____

I understand that the purpose for collecting and disclosing this information noted above. I understand that I can refuse to sign this consent.

Parent/Guardian (Signature)

Student (Signature)

(Witness)

Date _____

Consent may be revoked at any time. If consent is not revoked then the above consent will be in effect for 1 year.

* Personal Information includes personal, health, and educational information

Appendix C



Niagara Catholic District School Board
CONSENT TO OBSERVE A CHILD IN SCHOOL AND/OR IN THE TREATMENT SETTING AND COMMUNICATE WITH STAFF

Pathstone Mental Health

To ensure the most appropriate programming for students with special needs, the Niagara Catholic District School Board works closely with community partners including Pathstone Mental Health.

In signing below, you are permitting the Pathstone Mental Health Social Worker to observe and work with your child in school and to share information with the School/Board Personnel of Niagara Catholic District School Board and the staff responsible for your child's programming.

I _____ of _____
(Print Name) (Address)
give permission for the observation in school of _____
(Name of Student)

_____ at _____
(DOB: D/M/Y) (Present School)

Parent(s)/guardian(s): _____ Dated the day of:
_____/_____/_____
day month year

Witness: _____ Dated the day of _____/_____/_____
day month year

Confidentiality:

- In any written or oral reports arising from an observation made on school premises, Pathstone Mental Health Social Workers shall not make any references to other students or School Board personnel by name or by any other means which could serve to identify the individual. All such reports shall be held in strictest confidence.

Appendix D



ROLES AND RESPONSIBILITIES OF COMMUNITY PARTNERS

PATHSTONE MENTAL HEALTH SOCIAL WORKER

The Pathstone Mental Health *Social Worker* provides psychotherapy/counseling to students who have an identified mental health/behavioural concerns. Support can include individual consultation, workshops and groups.

SCHOOL PRINCIPAL or DESIGNATE – NIAGARA CATHOLIC DISTRICT SCHOOL BOARD

The Principal is the school administrator and is responsible for overseeing the initial request for the initial Request for Service. The Principal is responsible for the development and implementation of IEP. The Principal or designate will be the primary contact for the family.

AREA COORDINATOR – NIAGARA CATHOLIC DISTRICT SCHOOL BOARD

The Area Coordinator will oversee the referral to the Pathstone Mental Health *Social Worker*.

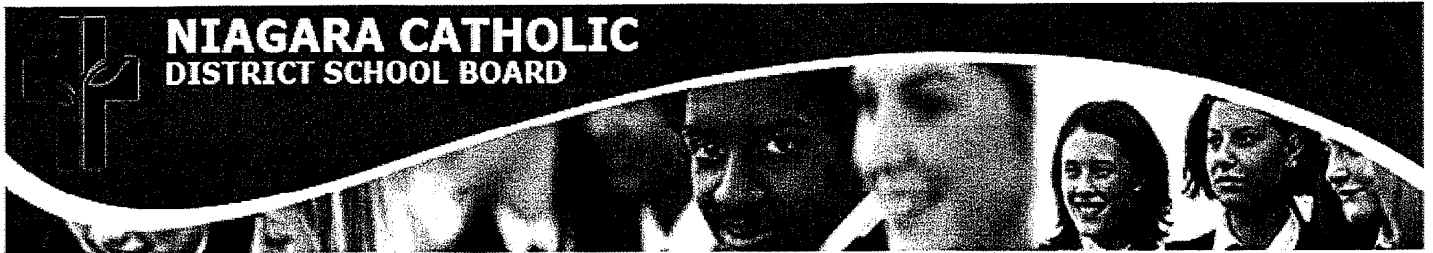
BEHAVIOUR RESOURCE TEACHER – NIAGARA CATHOLIC DISTRICT SCHOOL BOARD

The Area BRT will score screening tools and forward results to school. They will present the request for service to are team. They will forward consents/form permitting observation and consultation regarding a student to ERT. It is the responsibility of the BRT to follow up with NCDSB school staff and the Pathstone Mental Health *Social Worker* to ensure that both are aware of approved involvement. They will assist with developing strategies that may be included in the student's IEP. They will track the number of students receiving consultations provided by the Pathstone...

CONTACT NIAGARA

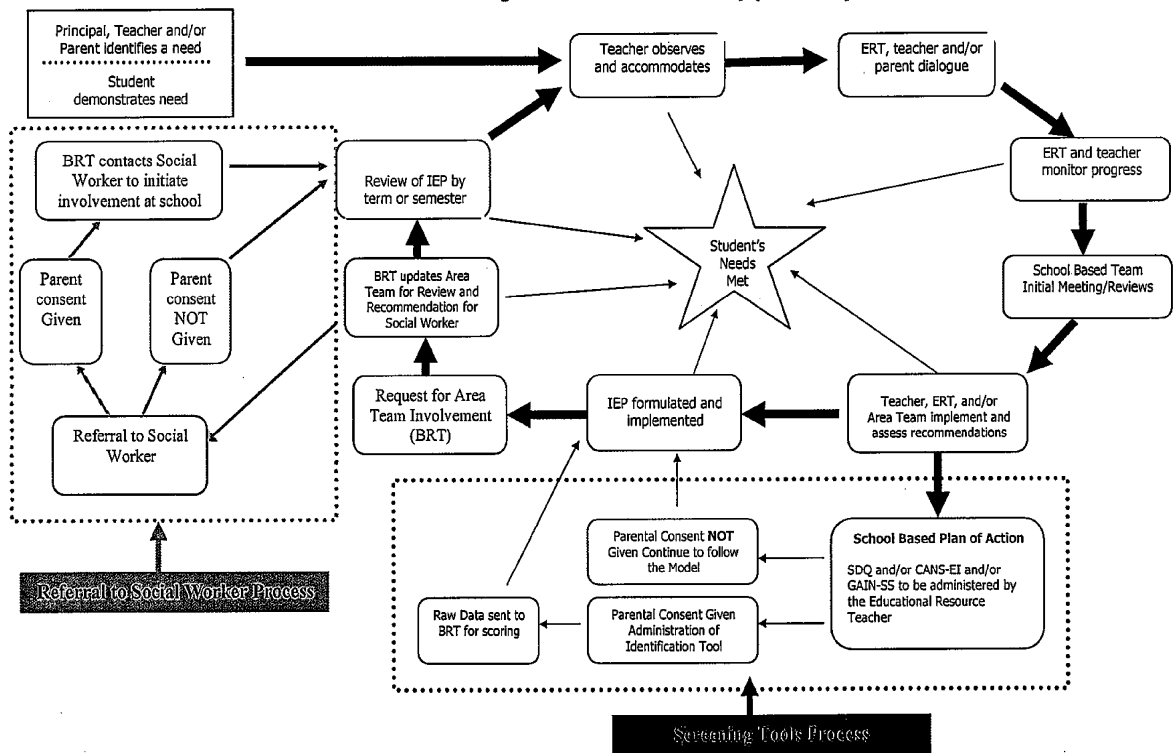
Contact Niagara will receive referral and/or screening tool information from School Board or Pathstone personnel or the family or youth as appropriate. Information about available services will be provided. When necessary, Contact will complete an intake with the family and/or youth and make referrals to any other programs/services that may be required. Contact is available to School Board personnel at any time for consultation on services that are available and access processes.

Appendix E



Working Together System Implementation

Problem Solving Model for Service Delivery (Year Two)



**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
APRIL 10, 2012**

PUBLIC SESSION

**TOPIC: ELEMENTARY AND SECONDARY SCHOOL YEAR
CALENDARS – 2012-2013**

RECOMMENDATION

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Elementary and Secondary School Year Calendars for the 2012-2013 school year, as presented.

Prepared by: Frank Iannantuono, Superintendent of Education/Human Resources
Presented by: Frank Iannantuono, Superintendent of Education/Human Resources
Recommended by: John Crocco, Director of Education
Date: April 10, 2012



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO THE COMMITTEE OF THE WHOLE MEETING APRIL 10, 2012

ELEMENTARY AND SECONDARY SCHOOL YEAR CALENDARS – 2012-2013

BACKGROUND INFORMATION

The *Education Act, Regulation 304 - School Year Calendar, Professional Activity Days* outlines the requirements and timelines for preparing and submission of school year calendars to the Ministry of Education for approval.

For the 2012-2013 school year calendars, there are 194 possible school days between September 1st, 2012 and June 30th, 2013. Within this total, elementary and secondary schools must have a minimum of 194 school days of which two (2) days must be designated as professional activity days to focus on provincial education priorities and up to four (4) extra days that may be designated by the Board as professional activity days. Secondary schools may have a maximum of ten (10) instructional days set as examination days. The remaining school days shall be instructional days.

CONSULTATION PROCESS

The 2012-2013 School Year Calendar Committee met on December 8th, 2011 and on January 11th, 2012, to discuss and review the draft calendar and the consultation process.

Members of the 2012-2013 School Year Calendar Committee are:

Frank Iannantuono	Superintendent of Education and Committee Chair
Yolanda Baldasaro	Superintendent of Education
Mary Jo Au	Niagara Catholic Parent Involvement Committee
Marie Balanowski	Niagara Elementary Unit of OECTA
Patricia Vernal	Niagara Elementary Unit of OECTA
Joanne Morris	Niagara Secondary Unit of OECTA
Anna Maxner	CUPE
Antonio Cardamone	Elementary Principal
Anthony Bozza	Secondary Principal
Khayyam Syne	Administrator of Staff Development
Mark Lefebvre	Superintendent of Education
Mario Ciccarelli	Superintendent of Education
Jennifer Brailey	Manager of Communication services
Heather Chambers	Special Education Advisory Committee

The consultation process provided the elementary and secondary draft calendars to all Elementary and Secondary Principals, Vice-Principals, Catholic School Council Chairs, Niagara Catholic Parent Involvement Committee (NCPIC), Special Education Advisory Committee (SEAC), OECTA Elementary and Secondary Presidents, CUPE President, Student Achievement Departments and the Student Senate for feedback by March 8th, 2012.

Simultaneously, there has been on-going consultation with the co-terminous Board to achieve a similar school year calendar, where possible.

SUMMARY OF THE ATTACHED CALENDARS

Attached to this Committee of the Whole Report are

- Proposed Elementary School Year Calendar for 2012-2013 (*Appendix A*)
- Proposed Secondary School Year Calendars for 2012-2013 (*Appendix B*)

Highlights of the Proposed School Year Calendars for 2020-2013

Professional Activity Days

In accordance with the *Education Act, Regulation 304 - School Year Calendar*, the following six (6) days have been identified as Professional Activity Days.

Elementary Professional Activity

- Friday, November 16th, 2012:** Developing and Implementing Strategies to improve and/or to close the gaps in student achievement in Numeracy.
- Friday, January 18th, 2013:** Performing assessments for, as and of learning.
- Friday, February 15th, 2013:** Developing and Implementing Board and School Improvement Plans
- Friday, May 17th, 2013:** Faith Day: Creating an equitable and inclusive classroom climate that is conducive to learning
- Friday, June 7th, 2013:** Performing assessments for, as and of learning
- Thursday, June 28th, 2013:** Facilitating transitions for students who are entering school, changing grades or schools, or leaving school.

Secondary Professional Activity Days

- Friday, November 16th, 2012:** Developing and Implementing Strategies to improve and/or to close the gaps in student achievement in Numeracy.
- Friday, February 1st, 2013:** Facilitating transitions for students who are entering school, changing grades or schools, or leaving school.
- Friday, February 15th, 2013:** Developing and Implementing Board and School Improvement Plans
- Friday, May 17th, 2013:** Faith Day: Creating an equitable and inclusive classroom climate that is conducive to learning
- Friday, June 27th, 2013:** Performing assessments for, as and of learning.
- Thursday, June 28th, 2013:** Facilitating transitions for students who are entering school, changing grades or schools, or leaving school.

Secondary Examination Days

Semester 1 – Friday, January 25th, 2013 to Thursday, January 31st, 2013
Semester 2 – Thursday, June 20th, 2013 to Wednesday, June 26th, 2013

Board and Civic Holidays

Labour Day	Monday, September 3 rd , 2012
Thanksgiving Day	Monday, October 8 th , 2012
Christmas Break	Monday, December 24 th , 2012 to Friday, January 4 th , 2013
March Break	Monday, March 11 ^h to Friday, March 15 th , 2013 (ten month employees only)
Good Friday	Friday, March 29 th , 2013
Easter Monday	Monday, April 1 st , 2013
Victoria Day	Monday, May 20 th , 2013
Canada Day	Monday, July 1 st , 2013

To comply with the timelines outlined in *Regulation 304 - School Year Calendar*, school boards are required to submit Board approved **regular** school year calendars to the Ministry of Education by May 1st, 2012 and Board approved **modified** school year calendars to the Ministry of Education by March 1st, 2012.

Based on feedback from the consultation process, discussions with the School Year Calendar Committee, Administrative Council and our coterminous board, the 2012-2013 Elementary and Secondary **regular** School Year Calendars will be submitted immediately following the Board Meeting of April 24th, 2012, for approval.

Appendix A: Proposed Elementary School Year Calendar for 2012-2013

Appendix B: Proposed Secondary School Year Calendars for 2012-2013

RECOMMENDATION

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Elementary and Secondary School Year Calendars for the 2012-2013 school year.

PREPARED BY: Frank Iannantuono, Superintendent of Education

PRESENTED BY: Frank Iannantuono, Superintendent of Education

RECOMMENDED BY: John Crocco, Director of Education

DATE: April 10, 2012



Ministry of Education
Ministère de l'Éducation

Board Name Niagara CDSB (B67156)			
Calendar Title [2012-117267] Regular	Panel Elementary	Calendar Type Regular	Date Created Dec 08, 2011
Start of School Year Sep 03, 2012	End of School Year Jun 28, 2013	First Day Students Sep 04, 2012	Last Day Students Jun 27, 2013
Status Draft	Description Niagara Catholic District School Board		

Month	1st Week					2nd Week					3rd Week					4th Week					5th Week					PA days	Instr days	Exam days
	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F			
August			1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	31	0	0	0
September			3	4	5	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28						0	19	0
October	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30	31			0	22	0
November				1	2	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30	1	21	0
December	3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28	31					0	15	0
January		1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30	31		1	18	0
February					1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28		1	18	0
March					1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29	0	15	0
April	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30				0	21	0
May			1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	31	1	21	0
June	3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28						2	18	0
July	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30	31			0	0	0
Total															6	188	0											

Legend

P -Professional Activity Day; E -Scheduled Exam Day; B -Board Designated Day; H -Statutory Day; / -Half Day;
P* -Professional Activity Day Devoted to Provincial Education Priorities;

Outline for Professional Activity Days Devoted to Provincial Education Priorities

Outline for PA Days

Schools which will use this calendar :

School	Town or City	School	Town or City
--------	--------------	--------	--------------



Ministry of Education
Ministère de l'Éducation

Board Name Niagara CDSB (B67156)			
Calendar Title [2012-114575] Niagara Catholic District School Board	Panel Secondary	Calendar Type Regular	Date Created Nov 10, 2011
Start of School Year Sep 04, 2012	End of School Year Jun 28, 2013	First Day Students Sep 04, 2012	Last Day Students Jun 19, 2013
Status Draft	Description Regular		

Month	1st Week				2nd Week				3rd Week				4th Week				5th Week				PA days	Instr days	Exam days					
	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F				M	T	W	T	F
August			1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	31	0	0	0
September	3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28						0	19	0
October	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30	31			0	22	0
November			1	2	3	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30	1	21	0
December	3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28	31					0	15	0
January		1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30	31		0	14	5
February				1	2	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28		2	17	0
March				1	2	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29	0	15	0
April	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30				0	21	0
May			1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	31	1	21	0
June	3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28						2	13	5
July	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30	31			0	0	0
Total																6	178	10										

Legend

P - Professional Activity Day; E - Scheduled Exam Day; B - Board Designated Day; H - Statutory Day; / - Half Day;
P* - Professional Activity Day Devoted to Provincial Education Priorities;

Outline for Professional Activity Days Devoted to Provincial Education Priorities

Outline for PA Days

Schools which will use this calendar :

School	Town or City	School	Town or City
Blessed Trinity Catholic Secondary School	Grimsby	Denis Morris Catholic High School	St Catharines
Holy Cross Catholic Secondary School	St Catharines	Lakeshore Catholic High School	Port Colborne
Notre Dame College School	Welland	Saint Michael Catholic High School	Niagara Falls

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
APRIL 10, 2012**

PUBLIC SESSION

**TOPIC: EXTENDED OVERNIGHT FIELD TRIP, EXCURSION AND
EXCHANGE COMMITTEE APPROVALS – 2011-2012**

The report on the
Extended Overnight Field Trip, Excursion and Exchange
Committee Approvals – 2011-2012
is presented for information.

Prepared by: Mark Lefebvre, Superintendent of Education
Presented by: Mark Lefebvre, Superintendent of Education
Approved by: John Crocco, Director of Education
Date: April 10, 2012



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO THE COMMITTEE OF THE WHOLE MEETING APRIL 10, 2012

EXTENDED OVERNIGHT FIELD TRIP, EXCURSION AND EXCHANGE APPROVAL COMMITTEE – 2011-2012

BACKGROUND INFORMATION

The Extended Overnight Field Trip, Excursion and Exchange Approval Committee continues to review proposals for 2011-2012 extended overnight field trips, excursions and exchanges as submitted to date. The composition of the approval Committee is as follows:

1 Supervisory Officer	-	Mark Lefebvre
1 Secondary School Principal	-	Jeff Smith
1 Secondary School Vice-Principal	-	Andrew Bartley
1 Education Services Member	-	Mike Sheahan

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

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

An Excursion is defined as follows:

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

Attached to this information report is an Executive Summary of a 2011-2012 Extended Overnight Field Trip as submitted on Wednesday, March 28, 2012.

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

Prepared by: Mark Lefebvre, Superintendent of Education
Presented by: Mark Lefebvre, Superintendent of Education
Approved by: John Crocco, Director of Education
Date: April 10, 2012

EXECUTIVE SUMMARY

Appendix A

Extended Overnight Field Trip, Excursion and Exchange Committee Approvals – 2011-2012

School	Type	Approval Required	Destination	Curriculum Unit/Theme	Education Value	Date	Number of Students, Staff & Chaperones on Trip	Duration	Cost (Approx)	Transportation
Approved March/ April, 2012										
Lakeshore Catholic	Extended Overnight Field Trip and Excursion	Superintendent and Extended Overnight Field Trip Committee	OFSAA Boys Hockey, Peterborough, ON.	Approved in advance due to short timeline.		Tuesday, March 20, 2012 to Saturday, March 24, 2012	12 students 2 staff	4 days 4 nights 4 school days	\$400.00 per person	Coach
Holy Cross	Extended Overnight Field Trip and Excursion	Superintendent and Extended Overnight Field Trip Committee	VEX, World Robotics, Anaheim, California, USA	Design, build & Program a robot for a competition. Engage in team work with teams from all over the world.	Review Robotic skills and design techniques. Plan ideas for next year's competition. Evaluate and plan for next years competition.	Wednesday, April 18, 2012 to Monday, April 23, 2012	23 Students 3 staff 4 chaperones	5 days 5 nights 4 schools days	\$1,000.00 per person * Accommodations, transportation, food	Air
Notre Dame	Extended Overnight Field Trip and Excursion	Superintendent and Extended Overnight Field Trip Committee	New York City, New York, USA	To explore career opportunities in the performing arts and experience New York City	Incorporate new ideas into arts classes.	Wednesday, May 30, 2012 – Sunday, June, 3, 2012	50 students 6 staff	5 days 4 nights 3 school days	\$950.00 per person * Accommodations, transportation, food	Coach

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
APRIL 10, 2012**

PUBLIC SESSION

TOPIC: NIAGARA CATHOLIC BAPTISM PACKAGE

The report on the Niagara Catholic Baptism Package
is presented for information.

Prepared by: John Crocco, Director of Education
Jennifer Brailey, Manager of Corporate Services & Communications

Presented by: John Crocco, Director of Education

Approved by: John Crocco, Director of Education

Date: April 10, 2012



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO THE COMMITTEE OF THE WHOLE MEETING APRIL 10, 2012

NIAGARA CATHOLIC BAPTISM PACKAGE

BACKGROUND INFORMATION

In alignment with Niagara Catholic's Vision 2020 Strategic Plan System Direction to "*Build Strong Catholic Identity and Community to Nurture the Distinctiveness of Catholic Education*" and the 2011-2012 System Priority "*To continue to build capacity with Trustees, the Diocese of St. Catharines, Parishes, administrators, staff and parents by providing information and opportunities for dialogue on Catholic education*" we are proud to launch our new Niagara Catholic Baptism Package.

In partnership with Bishop Bergie and priests throughout the Diocese of St. Catharines, the Niagara Catholic Baptism Package initiative introduces to parents the strong partnership that exists between the Diocese of St. Catharines and all schools throughout Niagara Catholic in supporting the faith journey of children. The nurturing of a strong relationship of trust with children and families beginning at baptism will enrich the partnership with parents, parish priests and schools as students grow in faith and celebrate the sacraments, especially the Sacraments of First Communion, Reconciliation and Confirmation.

Niagara Catholic's unique Baptism Package will be provided by parish priests to all parents at the time of the baptism of a child. The package contains;

- ✚ a letter signed by the Bishop, Chair of the Board and Director of Education
- ✚ a Welcome to Niagara Catholic Information Booklet
- ✚ a Journey to School at Niagara Catholic Journal
- ✚ a child's Rosary Bead from Mount Carmel Spiritual Centre in Niagara Falls, and
- ✚ a Child's Book of Prayers written by Niagara Catholic elementary students.

Annually, Niagara Catholic Baptism Packages will be provided to all parishes throughout the Diocese of St. Catharines in sufficient numbers for baptisms. Additional packages will be provided as required to ensure that all parents receive a Niagara Catholic Baptism Package as part of the celebration of the baptism of a child.

A Niagara Catholic Baptism Package will be provided to all Trustees at the April Committee of the Whole Meeting. Following the meeting, packages will be provided to all Principals and introduced to parish priests at upcoming Deanery Meetings.

The report on the Niagara Catholic Baptism Package is presented for information.

PREPARED BY: John Crocco, Director of Education
Jennifer Brailey, Manager of Corporate Services and Communications

PRESENTED BY: John Crocco, Director of Education

APPROVED BY: John Crocco, Director of Education

DATE: April 10, 2012

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
APRIL 10, 2012**

PUBLIC SESSION

**TOPIC: STAFF DEVELOPMENT DEPARTMENT PROFESSIONAL
DEVELOPMENT OPPORTUNITIES**

The report on the
Staff Development Department
Professional Development Opportunities
is presented for information.

Prepared by: Frank Iannantuono, Superintendent of Education/Human Resources
Khayyam Syne, Administrator of Staff Development

Presented by: Frank Iannantuono, Superintendent of Education/Human Resources
Khayyam Syne, Administrator of Staff Development

Approved by: John Crocco, Director of Education

Date: April 10, 2012



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO THE COMMITTEE OF THE WHOLE MEETING APRIL 10, 2012

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 that will be occurring during the period April 10, 2012 through May 8, 2012.

Tuesday, April 10, 2012

Elementary and Secondary Child and Youth Workers and Chaplaincy Leaders - Mental Health (H.U.G.S.)

- A workshop and training session on Helping Understand Grief & Trauma Sessions (H.U.G.S. Program) for the above staff to encourage young children to express themselves and work through the numerous emotions that accompany the grieving and trauma process. H.U.G.S. uses play therapy, art therapy, music, dance, poetry, and various objects to express oneself.

Junior and Intermediate Teachers of Mathematics and Elementary Principals- Collaborative Inquiry in Mathematics (CILM)

- The final in a series of five workshops for this group of teachers and their principals from St. Andrew and St. Patrick (Pt. Colborne) Catholic Elementary Schools, that will assist them in delivering mathematics curriculum collaboratively through co-planning, problem solving and the three-part lesson as well as joint moderation of student work.

Wednesday, April 11, 2012

Secondary Mathematics Teachers - Teacher Learning Critical pathway (TLCP)

- The third of five workshops to train this group of teachers from Saint Paul and Saint Francis Catholic High Schools in assessing student needs, creating rich diagnostic and summative tasks, co-planning/co-teaching engaging 3-part lessons and sharing in the consolidation of student learning.

Thursday, April 12, 2012

Secondary Mathematics Teachers - Teacher Learning Critical Pathway (TLCP)

- The second of five workshops to train this group of teachers from Denis Morris Catholic High School and Notre Dame College School in assessing student needs, creating rich diagnostic and summative tasks, co-planning/co-teaching engaging 3-part lessons and sharing in the consolidation of student learning.

Monday, April 16, 2012

Junior Teachers of Mathematics and Elementary Principals- Collaborative Inquiry in Mathematics (CILM)

- The final in a series of five workshops for this group of teachers and their principals from Sacred Heart and St. George Catholic Elementary Schools, that will assist them in delivering mathematics curriculum through problem solving with co-planning and co-teaching 3-part lessons.

Elementary School Secretaries- OnSIS Reporting

- A workshop for this group of support staff in understanding the most recent changes and expectations from the Ministry of Education in preparing end-of-the-year records to be up-loaded in June.

Tuesday, April 17, 2012

Junior Teachers of Mathematics and Elementary Principals- Collaborative Inquiry in Mathematics (CILM)

- The final in a series of four workshops for this group of teachers and their principals from St. Christopher Catholic Elementary School, that will assist them in delivering mathematics curriculum through problem solving with co-planning and co-teaching 3-part lessons.

Elementary School Secretaries- OnSIS Reporting

- A Workshop for a second group of support staff in understanding the most recent changes and expectations from the Ministry of Education in preparing end-of-the-year records to be up-loaded in June.

Wednesday, April 18, 2012

Elementary School Secretaries- OnSIS Reporting

- A Workshop for a second group of support staff in understanding the most recent changes and expectations from the Ministry of Education in preparing end-of-the-year records to be up-loaded in June.

Secondary Physical Education and Health - Understanding Mental Illness

- The first of two workshops designed in conjunction with Community Mental Health Departments for this group of teachers and support staff to assist them in becoming more adept at noticing signs and symptoms of various mental conditions requiring early intervention in adolescents.

Primary Teachers of Mathematics and Elementary Principal - Collaborative Inquiry in Mathematics (CILM)

- The final workshop for this group of teachers and their principals from St. Peter Catholic Elementary School, which will assist them in delivering mathematics curriculum through problem solving with co-planning and co-teaching 3-part lessons

Junior Teachers of Mathematics and Elementary Principals- Collaborative Inquiry in Mathematics (CILM)

- The final in a series of four workshops for this group of teachers and their principals from St. Patrick (Niagara Falls), Fr. Hennepin and Our Lady of Victory Catholic Elementary Schools, that will assist them in delivering mathematics curriculum through problem solving with co-planning and co-teaching 3-part lessons.

Thursday, April 19, 2012

Elementary and Secondary Teachers –New Teacher Induction Program (NTIP)

- The fifth workshop this year for teachers involved in this Ministry of Education mandated program that will explore the Ontario Education Resource Bank (OERB), Student Success and elearning initiatives in Ontario

Elementary School Secretaries- OnSIS Reporting

- A Workshop for the fourth and final group of support staff in understanding the most recent changes and expectations from the Ministry of Education in preparing end-of-the-year records to be up-loaded in June.

Friday, April 20, 2012

Primary Teachers of Mathematics and Elementary Principals- Collaborative Inquiry in Mathematics (CILM)

- The final in a series of three workshops for this group of teachers and their principals from St. Charles and St. Thomas More Elementary Schools, that will assist them in delivering mathematics curriculum through problem solving with co-planning and co-teaching 3-part lessons.

Monday, April 23, 2012

Junior Teachers of Mathematics and Elementary Principals- Collaborative Inquiry in Mathematics (CILM)

- The final in a series of four workshops for this group of teachers and their principals from St. Therese, St. John Bosco, Cardinal Newman and Holy Name Catholic Elementary Schools, that will assist the in delivering mathematics curriculum collaboratively through co-planning, problem solving and the three-part lesson as well as joint moderation of student work.

Secondary Physical Education and Health - Understanding Mental Illness

- The second of two workshops designed in conjunction with Community Mental Health Departments for this group of teachers to assist and certify them in becoming more adept at noticing signs and symptoms of various mental conditions requiring early intervention in adolescents.

Tuesday, April 24, 2012

Elementary and Secondary Principals and Vice-Principals – HR Certificate Training

- The fourth and final of a series of workshops designed for school administrators to assist them in understanding and becoming more effective in dealing with human resources issues and challenges in the daily acquittal of their roles. This session will feature the Alternate Dispute Resolution issues and strategies.

Secondary Teachers of Mathematics – Teacher learning and Critical Pathway (TLCP)

- The fourth of five workshops for teachers from Blessed Trinity and Saint Michael Catholic High Schools dealing with assessing student needs, creating rich diagnostic and summative tasks, co-planning/co-teaching engaging 3-part math lessons, and sharing in the consolidation of student learning.

Wednesday April 25, 2012

Secondary Secretaries with Guidance Responsibilities and Guidance Program Chair – Credit Counts

- The first of two workshops designed by the Ministry of Education for this group of educator and support staff to ensure that they are fully cognizant with the Ministry's expectations regarding graduation requirements and the proper way to record and register credits.

Thursday, April 26, 2012

Junior and Intermediate Teachers of Mathematics and Elementary Principals- Collaborative Inquiry in Mathematics (CILM)

- The final in a series of four workshops for this group of teachers and their principals from St. Mary (Niagara Falls) and Notre Dame Catholic Elementary Schools, that will assist them in delivering mathematics curriculum collaboratively through co-planning, problem solving and the three-part lesson as well as joint moderation of student work.

Secondary Secretaries with Guidance Responsibilities and Guidance Program Chair – Credit Counts

- The second of two workshops designed by the Ministry of Education for this group of educators and support staff to ensure that they are fully cognizant with the Ministry's expectations regarding graduation requirements and the proper way to record and register credits.

Junior Teachers of Mathematics and Elementary Principals- Collaborative Inquiry in Mathematics (CILM)

- The final in a series of four workshops for this group of teachers and their principals from Assumption and St. Theresa Catholic Elementary Schools, that will assist them in delivering mathematics curriculum through problem solving, with co-planning and co-teaching 3-part lessons.

Friday, April 27, 2012

Secondary Teachers of Mathematics – Teacher learning and Critical Pathway (TLCP)

- The fourth of five workshops for teachers from Lakeshore and Holy Cross Catholic High Schools dealing with assessing student needs, creating rich diagnostic and summative tasks, co-planning/co-teaching engaging 3-part math lessons, and sharing in the consolidation of student learning.

Junior Teachers of Mathematics and Elementary Principals- Collaborative Inquiry in Mathematics (CILM)

- The third in a series of four workshops for this group of teachers and their principals from St. Mary and Loretto Catholic Elementary Schools, that will assist them in delivering mathematics curriculum through problem solving with co-planning and co-teaching 3-part lessons.

Monday, April 30, 2012

Junior Mathematics Teachers (Gr. 3-6) - Junior Mathematics Intervention Project (JMI)

- The third of six workshops to train this group of teachers from St. Augustine, St. Philomena, Our Lady of Mount Carmel and St. Thomas More Catholic Elementary Schools on the implementation and support of successful intervention practices designed to close the gap in students' achievement in mathematics.

Tuesday, May 1, 2012

Junior Mathematics Teachers (Gr. 3-6) - Junior Mathematics Intervention Project (JMI)

- The third of six workshops to train this group of teachers from St. John Catholic Elementary School on the implementation and support of successful intervention practices designed to close the gap in students' achievement in mathematics.

Thursday, May 3, 2012

Junior Mathematics Teachers (Gr. 3-6) - Junior Mathematics Intervention Project (JMI)

- The fourth of six workshops to train this group of teachers from St. Augustine, St. Philomena, Our Lady of Mount Carmel and St. Thomas More Catholic Elementary Schools on the implementation and support of successful intervention practices designed to close the gap in students' achievement in mathematics.

A power point presentation on the Ontario College of Teachers (OCT) March 28, 2012 workshop will accompany this report.

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

Prepared By: Frank Iannantuono, Superintendent of Education
Khayyam Syne, Administrator of Staff Development

Presented By: Frank Iannantuono, Superintendent of Education
Khayyam Syne, Administrator of Staff Development

Approved By: John Crocco, Director of Education

Date: April 10, 2012

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
APRIL 10, 2012**

PUBLIC SESSION

TOPIC: CAPITAL PROJECT UPDATE

The Capital Project Update
is presented for information

Prepared by: James Woods, Controller of Plant
Presented by: James Woods, Controller of Plant
Approved by: John Crocco, Director of Education
Date: April 10, 2012



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO COMMITTEE OF THE WHOLE MEETING APRIL 10, 2012

CAPITAL PROJECTS PROGRESS REPORT

BACKGROUND INFORMATION

Individual progress reports for capital projects are presented as follows:

In Progress

Appendix A	Blessed Trinity Catholic Secondary School (Gr.)
Appendix B	Cardinal Newman Catholic Elementary School (NF)
Appendix C	Mary Ward Catholic Elementary School (NF)
Appendix D	Our Lady of Fatima Catholic Elementary School (Gr.)
Appendix E	Sacred Heart Catholic Elementary School
Appendix F	Saint Michael Catholic High School (NF)
Appendix G	St. Alfred Catholic Elementary School (SC)
Appendix H	St. Anthony Catholic Elementary School (SC)
Appendix I	St. Charles Catholic Elementary School
Appendix J	St. Joseph Catholic Elementary School (Gr.)
Appendix K	St. Martin Catholic Elementary School
Appendix L	St. Michael Catholic Elementary School (NOTL)

The Capital Projects Progress Report is presented for information.

Prepared by: James Woods, Controller of Plant
Presented by: James Woods, Controller of Plant
Approved by: John Crocco, Director of Education
Date: April 10, 2012



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
APRIL 10, 2012**

APPENDIX A

BLESSED TRINITY CATHOLIC SECONDARY SCHOOL, GRIMSBY

Scope of Project: Design and construction of a twenty-three classroom addition to the existing facility under the Energy Efficient Funding Program

Current Status: Construction is proceeding according to schedule. The south addition should be ready for partial occupancy in mid April. Phase 3 (New Chapel, Office & Guidance Renovations) has been awarded.



Project Information:

New Area to be Constructed	43,338	sq. ft.
Existing Area to be Renovated	16,864	sq. ft.
Total New Facility Area	129,731	sq. ft.
Total Site Area	16.8	acres
Pupil Places Added	483	students
New Facility Capacity	1059	students

Project Funding:

Energy Efficiency	11,000,000
Board Reserves	329,915

\$11,329,915

Project Costs:

	Budget	Paid	Forecast
Contract, Phase 1	1,435,925	1,440,130	1,440,130
Contract, Phase 2	7,873,905	3,741,283	7,873,905
Fees & Disbursements	880,000	956,707	943,601
Furniture & Equipment	700,085	18,175	700,085
Other Project Costs	440,000	219,177	372,200
	\$11,329,915	\$6,375,472	\$11,329,921

Project Timelines:

	Scheduled Completion	Actual Completion
Funding Approval	10 June 2009	10 June 2009
Architect Selection	20 July 2009	26 July 2009
Design Development	2 November 2009	26 January 2010
Contract Documents, Phase 1	8 April 2010	18 June 2010
Tender & Approvals, Phase 1	25 May 2010	7 July 2010
Construction, Phase 1	27 August 2010	27 September 2010
Contract Documents, Phase 2	24 March 2011	16 March 2011
Tender & Approvals, Phase 2	29 March 2011	12 April 2011
Construction, Phase 2 & 3	17 August 2012	
Occupancy	4 September 2012	
Official Opening & Blessing	November 2012	

Project Team:

Architect	Raimondo + Associates Architects Inc.
General Contractor, Phase 1	Rankin Construction Inc.
General Contractor, Phase 2	Brouwer Construction (1981) Ltd.
Project Manager	Anthony Ferrara
Superintendent	Yolanda Baldasaro
Principal	Ted Farrell



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
APRIL 10, 2012**

APPENDIX B

CARDINAL NEWMAN CATHOLIC ELEMENTARY SCHOOL



Scope of Project: design and construction of a single classroom addition, and expansion of an existing classroom to be a full day early learning kindergarten classroom

Current Status:
Construction is underway

Project Information:

New Area to be Constructed	1,200	sq. ft.
Existing Area to be Renovated		sq. ft.
Total New Facility Area	39,729	sq. ft.
Total Site Area	4.27	acres
Pupil Places Added	44	students
New Facility Capacity	518	students

Project Funding:

FDK Grant	434,584
Facilities Renewal	53,483
	\$488,067

Project Costs:

	Budget	Paid	Forecast
Construction Contract	350,000	0	403,483
Fees & Disbursements	70,000	58,270	70,000
Furniture & Equipment	5,000	0	5,000
Other Project Costs	9,584	5,316	9,584
	\$434,584	\$63,586	\$488,067

Project Timelines:

	<u>Scheduled Completion</u>	<u>Actual Completion</u>
Funding Approval	March 2, 2011	March 2, 2011
Architect Selection	July 19, 2011	July 19, 2011
Design Development	September 2011	September 30, 2011
Contract Documents	February 2012	January 27, 2010
Tender & Approvals	February 2012	March 6, 2012
Construction	August 2012	
Occupancy	September 4, 2012	
Official Opening & Blessing	November 2012	

Project Team:

Architect	Venerino V.P. Panici Architect Inc
General Contractor	King Contractors of Niagara Ltd.
Project Manager	Anthony Ferrara
Superintendent	Mark Lefebvre
Principal	Chris Kerho



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
APRIL 10, 2012**

APPENDIX C

MARY WARD CATHOLIC ELEMENTARY SCHOOL

Scope of Project: Design and construction of a library addition, and renovation of the existing library to be a new full day early learning kindergarten classroom.

Current Status: Tender documents are being finalized for distribution to general contractors.

Project Information:

New Area to be Constructed	1200	sq. ft.
Existing Area to be Renovated		sq. ft.
Total New Facility Area	37,034	sq. ft.
Total Site Area	4	acres
Pupil Places Added	38	students
New Facility Capacity	400	students



Project Funding:

FDK Grant	434,584
	\$434,584

Project Costs:

	Budget	Paid	Forecast
Construction Contract	350,000	0	350,000
Fees & Disbursements	50,000	22,680	50,000
Furniture & Equipment	10,000	0	10,000
Other Project Costs	24,584	8,825	24,584
	\$434,584	\$31,505	\$434,584

Project Timelines:

	Scheduled Completion	Actual Completion
Funding Approval	March 2, 2011	March 2, 2011
Architect Selection	August 2011	August 12, 2011
Design Development	September 2011	September 30, 2011
Contract Documents	February 2012	February 17, 2012
Tender & Approvals	February 2012	
Construction	August 2013	
Occupancy	September 2013	
Official Opening & Blessing	November 2013	

Project Team:

Architect	Svedas Koyanagi Architects Inc.
General Contractor	TBD
Project Manager	Tunde Labbancz
Superintendent	Mark Lefebvre
Principal	Domenic Massi



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
APRIL 10, 2012**

APPENDIX D

OUR LADY OF FATIMA CATHOLIC ELEMENTARY SCHOOL, GRIMSBY



Scope of Project:

Installation of a 109 kW roof top solar photovoltaic system consisting of a total of 504 solar panels, estimated to produce 120,000 kWh of electricity annually, and supplied to the utility company under the Feed-In-Tariff Program. A web enabled data acquisition system to monitor performance is also included within the scope.

Current Status:

Solar panel installation is complete and the system is ready for connection to the power grid.

Project Funding:

Renewable Energy	949,373
Facilities Renewal	460,000
	\$1,409,373

Project Costs:

	Budget	Paid	Forecast
Construction Contract	1,200,000	1,043,137	1,200,000
Fees & Disbursements	78,250	81,860	78,250
Other Project Costs	130,900	94,168	130,900
	\$1,409,150	\$1,219,165	\$1,409,150

Project Timelines:

	<u>Scheduled Completion</u>	<u>Actual Completion</u>
Funding Approval	February 19, 2010	February 19, 2010
Design Development	January 10, 2011	January 24, 2011
Contract Documents	January 31, 2011	January 31, 2011
Tender	February 17, 2011	February 17, 2011
Construction	August 31, 2011	August 31, 2011
Operation	March 31, 2012	

Project Team:

Architect	Venerino V.P. Panici Architect Inc
General Contractor	Carmanah Technologies
Project Manager	Anthony Ferrara
Superintendent	Yolanda Baldasaro
Principal	Michael Hendrickse



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
APRIL 10, 2012**

APPENDIX E

SACRED HEART CATHOLIC ELEMENTARY SCHOOL

Scope of Project: expansion of an existing classroom to be a new full day early learning kindergarten classroom.

Current Status: Construction is now underway



Project Information:

New Area to be Constructed	1200	sq. ft.
Existing Area to be Renovated		sq. ft.
Total New Facility Area	25,258	sq. ft.
Total Site Area	5.2	acres
Pupil Places Added	32	students
New Facility Capacity	328	students

Project Funding:

FDK Grant	434,584
Facilities Renewal	143,433
	\$578,017

Project Costs:

	Budget	Paid	Forecast
Contract	350,000	0	493,433
Fees & Disbursements	50,000	32,709	50,000
Furniture & Equipment	10,000	0	10,000
Other Project Costs	24,584	4,013	24,584
	\$434,584	\$36,722	\$578,017

Project Timelines:

	Scheduled Completion	Actual Completion
Funding Approval	March 2, 2011	March 2, 2011
Architect Selection	August 2011	September 21, 2011
Design Development	September 2011	October 21, 2011
Contract Documents	February 2012	January 30, 2012
Tender & Approvals	February 2012	March 6, 2012
Construction	August 2012	
Occupancy	September 4, 2012	
Official Opening & Blessing	November 2012	

Project Team:

Architect	Chapman Murray Associates Architects Inc
General Contractor	Brouwer Construction
Project Manager	Tunde Labbanicz
Superintendent	Mark Lefebvre
Principal	Lisa Selman



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
APRIL 10, 2012**

APPENDIX F

SAINT MICHAEL CATHOLIC HIGH SCHOOL

Scope of Project:

Design and construction of a ten classroom addition.

Current Status:

Client-architect agreement is being prepared for signature.

Project Information:

New Area to be Constructed	16,380	sq. ft.
Existing Area to be Renovated		sq. ft.
Total New Facility Area	119,868	sq. ft.
Total Site Area	15.8	acres
Pupil Places Added	210	students
New Facility Capacity	1,017	students



Project Funding:

Capital Priorities 5,527,880

\$5,527,880

Project Costs:

	Budget	Paid	Forecast
Construction Contract	4,450,000		4,450,000
Fees & Disbursements	500,000		500,000
Furniture & Equipment	50,000		50,000
Other Project Costs	527,880		527,880
	<u>\$5,527,880</u>	<u>\$0</u>	<u>\$5,527,880</u>

Project Timelines:

	<u>Scheduled Completion</u>	<u>Actual Completion</u>
Funding Approval	July 7, 2011	July 7, 2011
Ministry Approval (space)	December, 2011	March 9, 2012
Architect Selection	January 30, 2012	March 22, 2012
Design Development	March, 2012	
Contract Documents	May, 2012	
Tender	July, 2012	
Ministry Approval (cost)	July, 2012	
Construction	August, 2013	
Occupancy	September 3, 2013	
Official Opening & Blessing		

Project Team:

Architect	Raimondo + Associates Architect Inc.
General Contractor	TBD
Project Manager	Anthony Ferrara
Superintendent	Mark Lefebvre
Principal	James Whittard



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
APRIL 10, 2012**

APPENDIX G

ST. ALFRED CATHOLIC ELEMENTARY SCHOOL

Scope of Project:

Design and construction of a new full day early learning kindergarten classroom.

Current Status:

Construction is now underway.

Project Information:

New Area to be Constructed	1,200	sq. ft.
Existing Area to be Renovated		sq. ft.
Total New Facility Area	42,524	sq. ft.
Total Site Area	6.84	acres
Pupil Places Added	38	students
New Facility Capacity	492	students



Project Funding:

FDK Grant	434,584
Facilities Renewal	88,164
	\$522,748

Project Costs:

	Budget	Paid	Forecast
Construction Contract	350,000	0	438,164
Fees & Disbursements	40,000	24,205	40,000
Furniture & Equipment	5,000	0	5,000
Other Project Costs	39,584	5,185	39,584
	\$434,584	\$29,390	\$522,748

Project Timelines:

	<u>Scheduled Completion</u>	<u>Actual Completion</u>
Funding Approval	March 2, 2011	March 2, 2011
Architect Selection	August 9, 2011	August 9, 2011
Design Development	September 2011	September 30, 2011
Contract Documents	February 2012	February 3, 2012
Tender & Approvals	February 2012	March 6, 2012
Construction	August 2012	
Occupancy	September 4, 2012	
Official Opening & Blessing	November 2012	

Project Team:

Architect	Macdonald Zuberec Ensslen Architects Inc.
General Contractor	T.R. Hinan Inc.
Project Manager	Tunde Labbanicz
Superintendent	Mario Ciccarella
Principal	Ken Czaplicki



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
APRIL 10, 2012**

APPENDIX H

ST. ANTHONY CATHOLIC ELEMENTARY SCHOOL

Scope of Project:

Design and construction of 3 new classrooms for Early Learning, plus renovations to provide additional general classrooms within the existing building.

Current Status:

New addition is occupied. Exterior site work to be completed in the spring.

Project Information:

New Area to be Constructed	6,588	sq. ft.
Existing Area to be Renovated	2,400	sq. ft.
Total New Facility Area	50,777	sq. ft.
Total Site Area	5.04	acres
Pupil Places Added	124	students
New Facility Capacity	602	students



Project Funding:

Primary Class Size	1,077,869
Early Learning	434,585
Facilities Renewal	166,750
Energy Funding	550,000
	\$2,229,204

Project Costs:

	Budget	Paid	Forecast
Construction Contract	1,396,000	1,648,725	1,396,000
Fees & Disbursements	146,700	196,232	150,556
Furniture & Equipment	15,000	72,777	15,000
Other Project Costs	671,504	87,394	667,648
	\$2,229,204	\$2,005,128	\$2,229,204

Project Timelines:

	<u>Scheduled Completion</u>	<u>Actual Completion</u>
Funding Approval	19/12/2008 & 15/06/2010	15 June 2010
Architect Selection	26 July 2009	26 July 2009
Design Development	23 December 2009	10 August 2010
Contract Documents	17 February 2011	17 February 2011
Tender & Approvals	22 February 2011	8 March 2011
Construction	16 December 2011	16 December 2011
Occupancy	9 January 2012	9 January 2012
Official Opening & Blessing	June 2012	

Project Team:

Architect	Garwood-Jones & Hanham
General Contractor	Merit Contractors Niagara
Project Manager	Tunde Labbanicz
Superintendent	Mario Ciccarelli
Principal	Anne Marie Crocco



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
APRIL 10, 2012**

APPENDIX I

ST. CHARLES CATHOLIC ELEMENTARY SCHOOL

Scope of Project:

Expansion and renovation of six classrooms to be full day early learning kindergarten classrooms.

Current Status:

Construction is now underway.

Project Information:

New Area to be Constructed	3,600	sq. ft.
Existing Area to be Renovated		sq. ft.
Total New Facility Area	42,125	sq. ft.
Total Site Area	3.5	acres
Pupil Places Added	18	students
New Facility Capacity	442	students



Project Funding:

FDK Grant	1,086,462
Facilities Renewal	110,736
	\$1,197,198

Project Costs:

	Budget	Paid	Forecast
Construction Contract	870,000	0	980,736
Fees & Disbursements	100,000	78,193	100,000
Furniture & Equipment	20,000	0	20,000
Other Project Costs	96,462	9,975	96,462
	\$1,086,462	\$88,168	\$1,197,198

Project Timelines:

	<u>Scheduled Completion</u>	<u>Actual Completion</u>
Funding Approval	March 2, 2011	March 2, 2011
Architect Selection	June 29, 2011	June 29, 2011
Design Development	September 2011	September 30, 2011
Contract Documents	February 2012	February 3, 2012
Tender & Approvals	February 2012	March 6, 2012
Construction	August 2012	
Occupancy	September 4, 2012	
Official Opening & Blessing	November 2012	

Project Team:

Architect	Grguric Architects Incorporated
General Contractor	Bromac Construction
Project Manager	Tunde Labbanicz
Superintendent	Mario Ciccarella
Principal	Kim Kuchar



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
APRIL 10, 2012**

APPENDIX J

ST. JOSEPH CATHOLIC ELEMENTARY SCHOOL, GRIMSBY



Scope of Project:

Installation of a 109 kW roof top solar photovoltaic system consisting of a total of 504 solar panels, estimated to produce 120,000 kWh of electricity annually, and supplied to the utility company under the Feed-In-Tariff Program. A web enabled data acquisition system to monitor performance is also included within the scope.

Current Status:

Solar panel installation is complete. Approval to tie in to the power grid has not yet been obtained.

Project Funding:

Renewable Energy	949,373
Facilities Renewal	355,000
	<u>\$1,304,373</u>

Project Costs:

	<u>Budget</u>	<u>Paid</u>	<u>Forecast</u>
Construction Contract	1,041,818	1,012,206	1,041,818
Fees & Disbursements	78,250	75,989	78,250
Other Project Costs	184,305	59,091	184,305
	<u>\$1,304,373</u>	<u>\$1,147,286</u>	<u>\$1,304,373</u>

Project Timelines:

	<u>Scheduled Completion</u>	<u>Actual Completion</u>
Funding Approval	February 19, 2010	February 19, 2010
Design Development	January 10, 2011	January 24, 2011
Contract Documents	January 31, 2011	January 31, 2011
Tender	February 17, 2011	February 17, 2011
Construction	August 31, 2011	August 31, 2011
Operation		

Project Team:

Architect	Venerino V.P. Panici Architect Inc
General Contractor	Carmanah Technologies
Project Manager	Anthony Ferrara
Superintendent	Yolanda Baldasaro
Principal	Lori Spadafora



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
APRIL 10, 2012**

APPENDIX K

ST. MARTIN CATHOLIC ELEMENTARY SCHOOL

Scope of Project:

Design and construction of a replacement school on a new site.

Current Status:

Client-architect agreement is being prepared for signature.

Project Information:

New Area to be Constructed	47,443	sq. ft.
Existing Area to be Renovated		sq. ft.
Total New Facility Area	47,443	sq. ft.
Total Site Area	5	acres
Pupil Places Added	115	students
New Facility Capacity	454	students



Project Funding:

Capital Priorities	8,950,439
Reserve for Property	250,000
	\$9,200,439

Project Costs:

	Budget	Paid	Forecast
Purchase of Site	250,000	10,030	250,000
Construction Contract	7,000,000		7,000,000
Fees & Disbursements	900,000	41,408	900,000
Furniture & Equipment	100,000		100,000
Other Project Costs	950,439		950,439
	\$9,200,439	\$51,438	\$9,200,439

Project Timelines:

	<u>Scheduled Completion</u>	<u>Actual Completion</u>
Funding Approval	July 7, 2011	July 7, 2011
Ministry Approval (space)	December, 2011	February 14, 2012
Architect Selection	January 30, 2012	March 22, 2012
Design Development	March, 2012	
Contract Documents	May, 2012	
Tender & Approvals	July, 2012	
Ministry Approval (cost)	July, 2012	
Construction	August, 2013	
Occupancy	September 3, 2013	
Official Opening & Blessing		

Project Team:

Architect	MMMC Inc Architects
General Contractor	TBD
Project Manager	Anthony Ferrara
Superintendent	Yolanda Baldasaro
Principal	Dean Stunt



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
APRIL 10, 2012**

APPENDIX L

ST. MICHAEL CATHOLIC ELEMENTARY SCHOOL

Scope of Project:

Design and construction of a new full day early learning kindergarten classroom.

Current Status:

Construction is now underway.

Project Information:

New Area to be Constructed	1,200	sq. ft.
Existing Area to be Renovated		sq. ft.
Total New Facility Area	27,906	sq. ft.
Total Site Area	6.45	acres
Pupil Places Added	38	students
New Facility Capacity	343	students



Project Funding:

FDK Grant	434,584
Facilities Renewal	116,405
	\$550,989

Project Costs:

	Budget	Paid	Forecast
Construction Contract	350,000	0	461,405
Fees & Disbursements	50,000	36,514	55,000
Furniture & Equipment	10,000	0	10,000
Other Project Costs	24,584	2,610	24,584
	\$434,584	\$39,124	\$550,989

Project Timelines:

	<u>Scheduled Completion</u>	<u>Actual Completion</u>
Funding Approval	March 2, 2011	March 2, 2011
Architect Selection	August 11, 2011	August 11, 2011
Design Development	September 2011	September 30, 2011
Contract Documents	February 2012	January 30, 2012
Tender & Approvals	February 2012	March 6, 2012
Construction	August 2012	
Occupancy	September 4, 2012	
Official Opening & Blessing	November 2012	

Project Team:

Architect	Quartek Group Inc.
General Contractor	Stolk Construction
Project Manager	Tunde Labbancz
Superintendent	Mario Ciccarelli
Principal	Brian Palujanskas

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
APRIL 10, 2012**

PUBLIC SESSION

**TOPIC: TRUSTEE INFORMATION
SPOTLIGHT ON NIAGARA CATHOLIC – MARCH 27, 2012**



Spotlight

on NIAGARA CATHOLIC

Nurturing Souls & Building Minds

www.niagaracatholic.ca

March 27, 2012

Board Recognizes St. Francis Raiders Senior Boys' Basketball for OFSAA Bronze



Earlier this month, the St. Francis Raiders Senior Boys' Basketball Team captured Bronze at the OFSAA AA Boys Basketball Championships, winning four of their five games. Trustees recognized the team, during the March 27th Board Meeting. Each team member was presented with a Niagara Catholic "Excellence in Athletics" pin. St. Francis players are in the white team sweaters. Joining them, from left, are Director of Education, John Crocco, Assistant Coach Patrick O'Leary (purple shirt, second from left), Assistant Coach Wade Pychel (purple shirt, third from right), Board Chair Kathy Burtnik (second from right) and Head Coach Patrick Sullivan (far right). In back are St. Francis Principal Ken Griepsma and Maurice Charbonneau, Vice-Chair of the Board.

Community Vetting Process for Revisions to Niagara Catholic Elementary and Secondary Dress Code Policy Now Under Way

Niagara Catholic will continue its open and transparent vetting process of the Draft Policy regarding elementary and secondary school uniforms.

Students, parents and guardians are invited to attend their Family of Schools' presentation and consultation evening on the proposed revisions to the current Niagara Catholic Dress Code Policy.

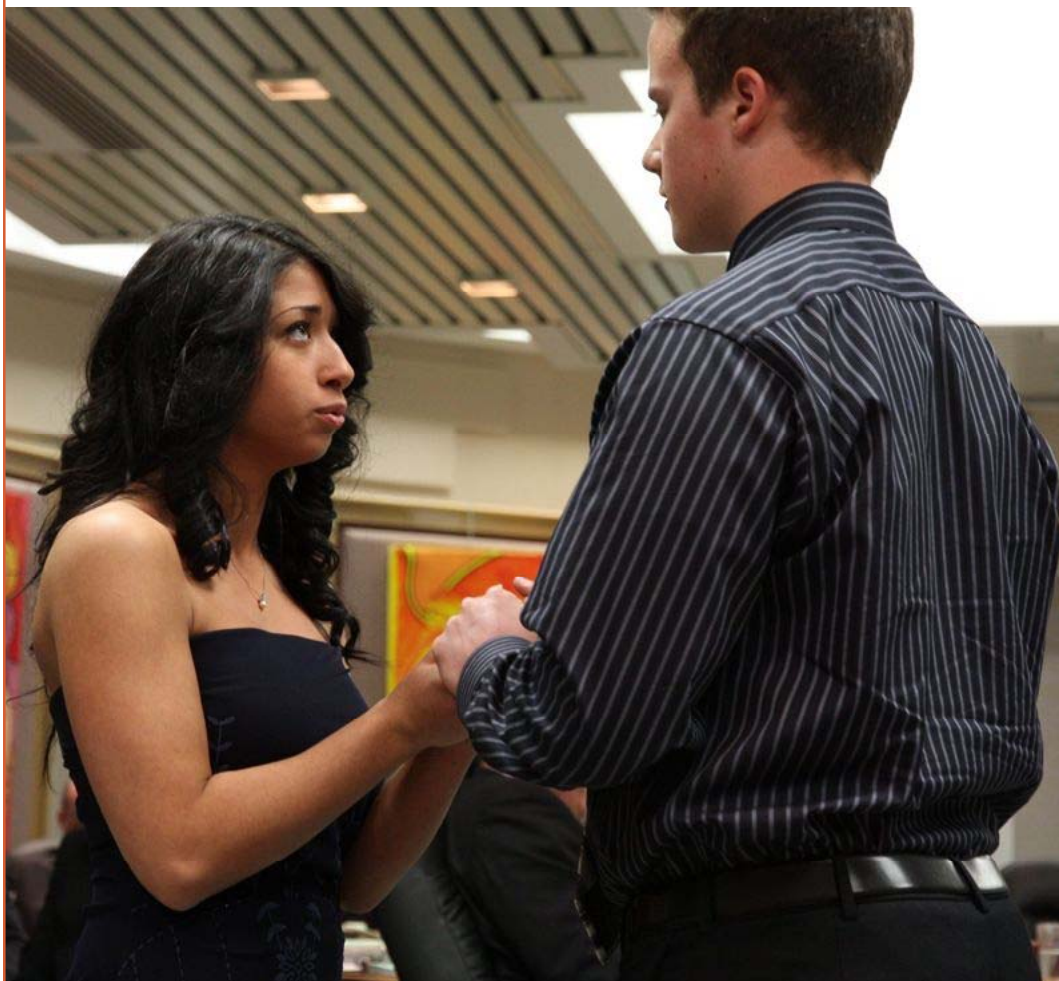
The draft proposal includes the introduction of a standardized elementary dress code for Niagara Catholic students commencing September 2013.

A letter to all families was sent home with students in advance of the Family of School's evenings.

For complete details on how to add your voice to this very important conversation, please visit the "Policies Currently Being Vetted" section of niagaracatholic.ca.

School	Date	Time	Location
Holy Cross	April 16th	7:00 p.m.	Gymnasium
St. Francis	April 17th	7:00 p.m.	Gymnasium
Saint Michael	April 30th	7:00 p.m.	Cafetorium
Saint Paul	May 1st	7:00 p.m.	Gymnasium
Notre Dame	May 2nd	7:00 p.m.	Leon Hall

Blessed Trinity Students Perform At School Excellence Presentation



Blessed Trinity Catholic Secondary School students Kirsten Rodo, left and Connor Murphy performed "All I Ask of You" from "The Phantom of the Opera" for Trustees during Blessed Trinity's School Excellence Presentation at the March 27th Board Meeting. The duo will perform this song during Blessed Trinity's concert May 4th.

Policy Revision Approved

Trustees approved revisions to the **Employee Attendance During Inclement Weather and Workplace Closure Policy (201.9)** during the March 27th Board Meeting.

Niagara Catholic Policies are reviewed by Senior Staff on a cyclical basis, to ensure they continue to comply with Provincial legislation and meet the current needs of the system.

The revised Policy is available online at niagaracatholic.ca.

New Members on SEAC

Niagara Catholic has two new representatives on the Special Education Advisory Committee (SEAC).

Kerry Thomas has replaced Heather Schneider as the representative from Community Living Welland/Pelham. Judy Sullivan will serve as an alternate representative.

Diane Dakiv has replaced Dianne Radunsky as the representative from the Ontario Brain Injury Association.

Easter Blessings

April 1

Palm Sunday

April 5

Holy Thursday

April 6

Good Friday

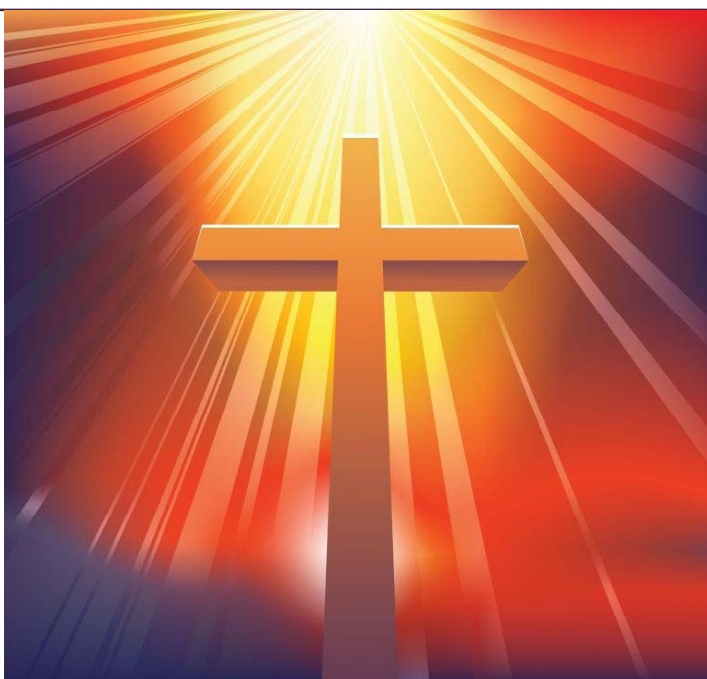
April 8

Easter Sunday

April 9

Easter Monday

Many schools offer presentations of The Passion Play. Check your school newsletter or calendar for the dates and times.



Students Help Build Community Centre

Earlier this academic year, elementary students across Niagara Catholic participated in Holy Childhood Walks, raising \$15,000 for the Holy Childhood Association (HCA).

In a letter presented at the March 27th Board Meeting, HCA National Director Marie Deans said the funds "made possible the building of a community centre administered by the Sisters of Charity in Maesot, Thailand."

The Sisters have secured grants for landscaping, a playground and garden.

School Excellence Program

FOCUS on

Blessed Trinity Catholic Secondary School

The January 27, 2009 Board meeting saw the launch of a new initiative at Niagara Catholic.

The **School Excellence Program** is part of a series of new strategies within Niagara Catholic to increase the profile of our schools and celebrate the success of our students and staff.

Each month, one Niagara Catholic school will have the opportunity to appear before the Board to celebrate their successes, share their plans for continuous improvement and showcase one “extraordinary item or initiative that makes the school an indispensable choice for parents.”

Blessed Trinity Catholic Secondary School opened its doors in 1994 to serve the growing west end of the Niagara region.

Without a building in place that March, students had to register for class the coming September in an empty field. On the first day of school, the portapack which would serve as a makeshift school until a permanent building could be constructed was not yet ready. So the 77 Grade 9 students started their years at Blessed Trinity in the basement of Trinity United Church on Main Street.

In 1995, 1996 and 1997, new grades were added to Blessed Trinity. On June 21st, 1998, the first graduating class of Blessed Trinity Catholic Secondary School recognized 51 of those pioneers who began class in a church basement four years before.

Today, nearly 950 students attend class at Blessed Trinity. The current facility, completed in 2001, is in the midst of an \$11-million renovation, which will include 23 new classrooms, a new gymnasium and an enhanced Special Education department.

Blessed Trinity’s motto is “Wisdom, Mercy, Power.” During the March 27th Board Meeting, Blessed Trinity Principal Ted Farrell explained how staff and students promote the best of Catholic education throughout their community.

Academic excellence is front and centre at Blessed Trinity, which has a graduation rate of 99 per cent. Mr. Farrell said staff expect excellence at all levels. Students, said Mr. Farrell, strive to live up to that expectation.

Staff and students work together to create a climate of inclusiveness. The Safe Schools Impact team organizes an anti-bullying and inclusiveness campaign each year. A peace pole bearing the handprints of the student body is on display at the front of the school and staff also bring in



Top: Blessed Trinity Catholic Secondary School is currently under construction for an \$11-million expansion and renovation, which is due to be completed this summer.

Centre: Students create face masks during an art class.

Left: Students take part in the Annual Pilgrimage.

Blessed Trinity Catholic Secondary School *Continued*



Top: Faith is an integral part of each day at Blessed Trinity.

Centre: Sports teams are among the many activities students can participate in during their time at BT.

Left: BT's Social Climate Committee promotes many events each year, including Pink Day in support of anti-bullying.

special guest speakers such as U.S.-based anti-bullying expert Jodee Blanco and Holocaust survivor Eva Olsson to help students understand the lasting impact of bullying and discrimination. Blessed Trinity is one of two secondary schools in the Board which offers a Native studies course, taught by one of Canada's First Nations people, and the Thundercats is a cheerleading squad comprised of special education students and peer helpers.

This school year, Blessed Trinity staff created the Thunderstruck program which focuses on mental health for youth. Forty students in Grades 11 and 12 lead an orientation evening for Grade 9 students and then holds a study-skill session for them at the end of the first semester. These sessions help Grade 9 students cope with some of the many adjustments to life in high school.

Students who are engaged in activities have higher student achievement. In addition to the many sports teams and arts clubs, Blessed Trinity students have many other co-curricular activities to enjoy, including the Reach team, Eco Club and a variety of groups which focus on faith.

Sky Pilots is a student-led group which organize school masses. Many students are involved in the Souled Out program, in co-operation with St. Joseph Church. Blessed Trinity supports Las Pajas in the Dominican Republic during the Board's Annual Pilgrimage. To date, Blessed Trinity staff and students have raised more than \$100,000 for projects in this community.

Blessed Trinity also works to support the local community through a number of projects, including the Relay for Life, the Grimsby Life Centre, the Silver Wishes Campaign through West Lincoln Memorial Hospital and the YMCA. Participation in these fundraisers is in addition to the more than \$20,000 raised this year to support the many food, clothing and toy drives held by organizations to help those in need across West Niagara

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
APRIL 10, 2012**

PUBLIC SESSION

**TOPIC: TRUSTEE INFORMATION
CALENDAR OF EVENTS – APRIL 2012**

April 2012

SUN MON TUE WED THU FRI SAT

1 Palm Sunday
the beginning of Holy Week



7 Holy Saturday

6 Good Friday

5 Holy Thursday

4

3

2

8 Easter Sunday



9 Easter Monday

10 CW Meeting

11 SEAC Meeting

12

13

14

15 Volunteer Appreciation Breakfast

16 Celebrating Primary Artists Opening Gala

17 NC Regional Heritage Fair

18 NC Celebrates Music Festival >>

19 April is National Cancer Month

20 National Day of Mourning

21

22 Earth Day

23 Niagara Catholic Festival of Faith Apr 30-May 3 >>

24 Policy & Board Meetings

25 NC Regional Heritage Fair

26

27

28 National Day of Mourning

29

30 Niagara Catholic Festival of Faith Apr 30-May 3 >>

31



Niagara Catholic
District School Board
Events posted at
niagaracatholic.ca

<< National Volunteer Week, April 15 – 21, 2012 >>

