



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, MARCH 6, 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 Burkholder -
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 February 24, 2012 A5

B. PRESENTATIONS

C. COMMITTEE AND STAFF REPORTS

1. Policy Committee
 - 1.1 Unapproved Minutes of the Policy Committee Meeting of February 28, 2012 C1.1
 - 1.2 Approval of Policies
 - 1.2.1 Employee Attendance During Inclement Weather & Workplace Closure Policy C1.2.1
 - 1.3 Policy Schedule – February 2012 C1.3
 - 1.4 Policy Update C1.4
2. Helping Understanding Grief and Trauma (H.U.G.S) Program C2
3. 2012 Niagara Catholic Student Symposium: Nurturing The Distinctiveness of Catholic Education C3
4. Religious and Family Life Education - ELKP to Grade 12 C4
5. Award of Construction Contracts for Full Day Kindergarten Projects C5
6. Staff Development Department Professional Development Opportunities C6
7. Monthly Updates
 - 7.1 Capital Projects Update C7.1
 - 7.2 Student Senate Update -
 - 7.3 Senior Staff Good News Update -

D. INFORMATION

- | | |
|--|------|
| 1. Trustee Information | |
| 1.1 Spotlight on Niagara Catholic – February 28, 2012 | D1.1 |
| 1.2 Calendar of Events – March 2012 | D1.2 |
| 1.3 March 9 - 18, 2012 – March Break 2012 | - |
| 1.4 Respect for Life Mass - March 26, 2012 - 7:00 p.m.
- The Cathedral of St. Catherine of Alexandria | - |

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
MARCH 6, 2012**

PUBLIC SESSION

**TOPIC: MINUTES OF THE COMMITTEE OF THE WHOLE
MEETING OF FEBRUARY 14, 2012**

RECOMMENDATION

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



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

TUESDAY, FEBRUARY 14, 2012

Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, February 14, 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 Nieuwesteeg.

2. Roll Call

Vice-Chairperson Charbonneau noted that Trustees Fera and Nieuwesteeg asked to be excused from the February 14, 2012 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 Burkholder

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

CARRIED

4. **Disclosure of Interest**

A Disclosure of Interest was declared by Trustee MacNeil with Item F4 of the In Camera Agenda. He left the in camera meeting during discussion of this item.

5. **Minutes of the Committee of the Whole Meeting of January 17, 2012**

Moved by Trustee Sicoli

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of January 17, 2012, as presented.

CARRIED

B. PRESENTATIONS

C. COMMITTEE AND STAFF REPORTS

1. **Policy Committee**

1.1 **Unapproved Minutes**

Policy Committee Meeting – January 31, 2012

Moved by Trustee Burtnik

THAT the Committee of the Whole receive the unapproved Minutes of the Policy Committee Meeting of January 31, 2012, as presented.

CARRIED

1.2 **Approval of Policies**

1.2.1 **Community Use of Facilities Policy (#800.2)**

Moved by Trustee MacNeil

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Community Use of Facilities Policy (#800.2), as presented.

CARRIED

1.2.2 Niagara Catholic Parent Involvement Committee Policy (#800.6)

Moved by Trustee Sicoli

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Niagara Catholic Parent Involvement Committee Policy (#800.6), as presented.

CARRIED

1.2.3 Catholic Leadership: Principal & Vice-Principal Selection Policy (#202.2)

The Catholic Leadership: Principal & Vice-Principal Selection Policy (#202.2) was amended to reword the first sentence in the Conflict of Interest section to read, "No individual will be involved in any part of the selection process *if it is self-declared and/or deemed to be a* Conflict of Interest regarding any individual submitting their name for a position with Niagara Catholic."

Moved by Trustee Burkholder

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Catholic Leadership: Principal & Vice-Principal Selection Policy (#202.2), as amended.

CARRIED

1.2.4 Employee Workplace Harassment Policy (#201.7)

Moved by Trustee MacNeil

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

CARRIED

1.3 Policy Schedule

Director Crocco presented the Policy Schedule and noted that the Attendance Support Program Policy will be presented to the Policy Committee in March 2012 not May 2012 as stated in the schedule.

1.4 Policy Update

Director Crocco presented the Policy Update.

2. Holy Childhood Association Walk 2011-2012

Mark Lefebvre, Superintendent of Education, welcomed Mary Lou Vescio, Acting Principal, Alexander Kuska Catholic Elementary School, who presented information on the Holy Childhood Association Walk. She informed Trustees that this year, 35 elementary schools participated in the Holy Childhood Walkathons raising \$15,000. It was also noted that the Niagara Catholic District School Board raised over \$599,000 since commencing involvement with the Holy Childhood Association in 1984.

3. Student Voice Initiative - Speakup Projects

Superintendent Lefebvre presented the Student Voice Initiative - Speakup Projects report which outlines the details of the \$16,000.00 in funding received from the Ministry of Education supporting the sixteen (16) proposals at fifteen (15) different elementary and secondary schools.

4. Mid-Year Progress Review of the Niagara Catholic System Priorities 2011-2012

Director Crocco presented the Mid-Year Progress Review of the Niagara Catholic System Priorities 2011-2012. He reminded Trustees that in May 2011, the Board approved the Niagara Catholic System Priorities 2011-2012 which are designed to provide the specific annual focus for the system towards achieving the outcomes of the Board approved Niagara Catholic Vision 2020 Strategic Plan. Within the two (2) Strategic Directions and the seven (7) Enabling Strategies are the approved priority indicators which provide the specific framework to measure the achievement of each direction and strategy.

On behalf of Senior Administrative Council, Director Crocco highlighted each section of the report and answered questions of Trustees. The final report on 2011-2012 will be presented at the September 2012 Board Meeting.

With the deferral of this report from January Board Meeting, Chairperson Burtnik requested that the report be included in the February Board Meeting Agenda as a received report.

Moved by Trustee MacNeil

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board receive the Mid-Year Progress Review of the Niagara Catholic System Priorities 2011-2012, as presented.

CARRIED

5. 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.

6. Catholic Leadership: Principal and Vice-Principal Selection 2012

Director Crocco and Superintendent Iannantuono presented the report on the Catholic Leadership: Principal and Vice-Principal Selection 2012, which is in compliance with the Niagara Catholic District School Board Catholic Leadership: Principal and Vice-Principal Selection Policy (202.2).

Trustees were informed of the required qualifications, skill set, and profile of Catholic Principals and Vice-Principals, along with the process to be followed in order for applicants to be considered for positions as Principals and Vice-Principals.

As per the Policy, Trustees were invited to submit input on the timeline, skill set or profile to the Director of Education.

7. Long Term Financing of Capital Projects Approved by the Ministry of Education

Larry Reich, Superintendent of Business & Financial Services presented the report on the Long Term Financing of Capital Projects Approved by the Ministry of Education

Moved by Trustee Burkholder

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Borrowing By-Law #A1-2012 in the amount of \$4,538,461 and the related documents, as presented in the report.

CARRIED

8. Monthly Updates

8.1 Capital Projects Progress Report

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

8.2 Student Trustees' Update

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

8.3 Senior Staff Good News Update

Senior Staff presented highlights and achievements from the Board's elementary and secondary schools.

D. INFORMATION

1. Trustee Information

1.1 Spotlight on Niagara Catholic – January 31, 2012

Director Crocco presented the Spotlight on Niagara Catholic – January 31, 2012 issue for Trustees' information.

1.2 Calendar of Events – February 2012

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

1.3 St. Mark Catholic Elementary School Blessing – February 15, 2012

Director Crocco presented information on the St. Mark Catholic Elementary School Blessing taking place February 15, 2012 at 7:00 p.m.

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

1.4 St. Anthony Catholic Elementary School Blessing – April 23, 2012

Director Crocco presented information on the St. Anthony Catholic Elementary School Blessing taking place April 23, 2012 at 7:00 p.m.

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

1.5 SpeakOut Showcase – March 5, 2012

Director Crocco presented information on the SpeakOut Showcase being held on March 5, 2012 at 6:00 p.m. at the Catholic Education Centre.

1.6 OCSTA AGM 2012

Director Crocco presented information on the OCSTA AGM 2012 and asked Trustee to confirm their attendance with Sherry Morena, Administrative Assistant, Corporate Services & Communications.

E. OTHER BUSINESS

1. General Discussion to Plan for Future Action

Director Crocco noted that if the Ministry of Education approved the Board's Business Case Submission for the Closure and Consolidation of Michael J. Brennan Catholic Elementary School, the St. Catharines Ad Hoc Attendance Area Review Committee would meet towards a recommendation to the June 2012 Committee of the Whole Meeting.

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 9:30 p.m.

G. REPORT ON THE IN-CAMERA SESSION

Moved by Trustee Burtnik

THAT the Committee of the Whole report the motions from the In Camera Session of the Committee of the Whole Meeting of February 13, 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 January 17, 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 January 17, 2012, as presented.

CARRIED (Item F3)

Moved by Trustee O'Leary

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

CARRIED (Item F4)

H. ADJOURNMENT

Moved by Trustee Burkholder

THAT the February 14, 2012 Committee of the Whole Meeting be adjourned.

CARRIED

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

Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **February 14th, 2012.**

Approved on the **6th** 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
MARCH 6, 2012**

PUBLIC SESSION

**TOPIC: POLICY COMMITTEE - UNAPPROVED MINUTES
MEETING OF FEBRUARY 28, 2012**

RECOMMENDATION

1.1 THAT the Niagara Catholic District School Board receive the unapproved Minutes of the Policy Committee Meeting of February 28, 2012, as presented.

The following recommendations are being presented for the Board's consideration from the Policy Committee Meeting of February 28, 2012:

1.2.1 Employee Attendance During Inclement Weather & Workplace Closure Policy

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



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

MINUTES OF THE POLICY COMMITTEE MEETING

TUESDAY, FEBRUARY 28, 2012

Minutes of the Policy Committee Meeting held on Tuesday, February 28, 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 Trustee Sicoli.

1. **Opening Prayer**

The meeting was opened with a prayer.

2. **Attendance**

Policy Committee Chairperson Trustee Sicoli noted that Trustee Burtnik asked to be excused and that Trustee Charbonneau will serve as her alternate for the Policy Committee Meeting.

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

Trustees:

Rhianon Burkholder, Trustee
Maurice Charbonneau, Trustee
Ryan Creelman, Student Trustee
Patrick Morris, Student Trustee

Staff:

John Crocco, Director of Education
Mario Ciccarelli, Superintendent of Education
Frank Iannantuono, Superintendent of Education
Mark Lefebvre, Superintendent of Education
Larry Reich, Superintendent of Business & Financial Services
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 February 28, 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 Meetings**

5.1 **January 31, 2012**

Moved by Trustee Nieuwesteeg

THAT the Policy Committee approve the Minutes of the Policy Committee Meeting of January 31, 2012, as presented.

APPROVED

5.2 **February 14, 2012**

Moved by Trustee Nieuwesteeg

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

APPROVED

6. **Policies**

POLICIES – FOR RECOMMENDATION TO COMMITTEE OF THE WHOLE

6.1 **Employee Attendance During Inclement Weather & Workplace Closure Policy (200.9)**

Frank Iannantuono, Superintendent of Education, presented the revisions to the Employee Attendance During Inclement Weather & Workplace Closure Policy, along with comments /suggestions received as a result of the vetting process.

The following amendment was recommended:

ADMINISTRATIVE GUIDELINES

• ***Absence from Regular Work Location and/or Alternate Work Location***

Reword the last sentence of #5 to read:

“The decision of remuneration shall be determined by the Superintendent of Human Resources in consultation with the appropriate supervisor.”

Moved by Trustee Charbonneau

THAT the Policy Committee recommend to the Committee of the Whole approval of the Employee Attendance During Inclement Weather & Workplace Closure Policy (200.9), as amended.

APPROVED

POLICIES – PRIOR TO VETTING

6.2 Employee Code of Conduct & Ethics Policy (NEW)

Director Crocco reminded Trustees that at the February Policy Committee Meeting, the committee members asked that the Employee Code of Conduct & Ethics Policy be amended and returned to the Policy Committee for review prior to the vetting process.

Superintendent Iannantuono presented the revisions to the Employee Code of Conduct & Ethics Policy and answered Trustees questions regarding the Policy Statement and Administrative Guidelines.

The Policy Committee agreed that the Employee Code of Conduct & Ethics Policy will begin the vetting process from February 29 to May 4, 2012.

6.3 Christian Community Service Policy (400.3)

Mark Lefebvre, Superintendent of Education, presented the revisions to the Christian Community Service Policy, and answered Trustees questions regarding the Policy Statement and Administrative Guidelines.

The Policy Committee agreed that the Christian Community Service Policy will begin the vetting process from February 29 to May 4, 2012.

6.4 Electronic Communications Systems Policy (Employees) (201.12)

Mario Ciccarelli, Superintendent of Education, presented the revisions to the Electronic Communications Systems Policy (Employees), and answered Trustees questions regarding the Policy Statement and Administrative Guidelines.

The Policy Committee agreed that the Electronic Communications Systems Policy (Employees) will begin the vetting process from February 29 to May 4, 2012.

6.5 Electronic Communications Systems Policy (Students) (301.5)

Superintendent Ciccarelli presented the revisions to the Electronic Communications Systems Policy (Students), and answered Trustees questions regarding the Policy Statement and Administrative Guidelines.

The Policy Committee agreed that the Electronic Communications Systems Policy (Students) will begin the vetting process from February 29 to May 4, 2012.

6.6 Fundraising Policy (301.4)

Larry Reich, Superintendent of Business & Financial Services, presented the revisions to the Fundraising Policy, and answered Trustees questions regarding the Policy Statement and Administrative Guidelines.

The following amendment was recommended:

ADMINISTRATIVE GUIDELINES

Accountability and Financial Reporting

Add the following sentence as the last paragraph:

“Any theft and misuse or misappropriation of funds raised through Fundraising Activities will be immediately reported to the Principal and to the Family of Schools Superintendent. This matter will be discussed by the Superintendent of Education with the Director of Education, who will determine the actions required to recover the funds and the need to report the details to the Board and/or proper legal authorities, as required.”

The Policy Committee agreed that the Fundraising Policy will begin the vetting process from February 29 to May 4, 2012.

7. INFORMATION

7.1 Policies Being Vetted

- Bottled Water Policy (*NEW*)
- Diabetes Management Policy (*NEW*)
- Employee Hiring and Selection Policy (*NEW*)
- Dress Code Policy - Safe Schools (302.5.6)

7.2 Policy Schedule

Director Crocco presented the Policy Schedule.

7.3 Policy Update

Director Crocco presented the Policy Update.

8. Date of Next Meeting

March 27, 2012 – 4:30 p.m.

9. Adjournment

The meeting adjourned at 6:25 p.m.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
MARCH 6, 2012**

PUBLIC SESSION

**TOPIC: POLICY COMMITTEE
EMPLOYEE ATTENDANCE DURING INCLEMENT
WEATHER & WORKPLACE CLOSURE POLICY (201.9)**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Employee Attendance During Inclement Weather & Workplace Closure Policy (200.9), as presented.

Prepared by: Frank Iannantuono, Superintendent of Education/Human Resources
John Crocco, Director of Education

Presented by: Policy Committee

Recommended by: Policy Committee

Date: March 6, 2012



Niagara Catholic District School Board

EMPLOYEE ATTENDANCE DURING INCLEMENT WEATHER AND WORKPLACE CLOSURE POLICY

Adopted: March 26, 2002
Reviewed: November 22, 2011
Revised:

Policy No. 201.9

STATEMENT OF POLICY

In keeping with the Mission, Vision, and Values of the Niagara Catholic District School Board, all employees of the Niagara Catholic District School Board are expected to be at their place of employment during the required working hours as defined by the Education Statutes and Regulations of Ontario, respective Collective Agreements, or Terms of Employment.

During periods of inclement weather or authorized school, workplace or a system closure, employees will comply with the expectations provided within the accompanying operational procedures.

During inclement weather or any other conditions which would affect the health and safety of students and staff, the Director of Education is authorized to change the working location of employees, change or alter the normal hours of operation of a school, group of schools or the system or close all or part of the Niagara Catholic District School Board.

The Director of Education will inform the Chair of the Board and all Trustees of any closures, change or alteration to the normal hours of operation of a school, group of schools or the system.

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

References

- *Education Statutes and Regulations of Ontario*
- *Collective Agreements*
- *Terms of Employment*



Niagara Catholic District School Board

EMPLOYEE ATTENDANCE DURING INCLEMENT WEATHER AND WORKPLACE CLOSURE POLICY

Adopted: March 26, 2002

Policy No. 201.9

Reviewed: November 22, 2011

Revised:

ADMINISTRATIVE GUIDELINES

Inclement Weather

Inclement weather is defined as severe, harsh or stormy weather conditions which will vary throughout the Region of Niagara and could delay travel to schools as well as effect the normal operations of schools, worksites or the system which includes, but not limited to, the delay or cancellation of bus transportation by bus companies; travel advisories or road closures by the Niagara Regional Police and/or Ontario Provincial Police; or extreme weather warnings issued by Environment Canada to local municipalities in the Region of Niagara.

In consultation with members of Senior Administrative Council and as required, but not limited to, Niagara Student Transportation Services, Niagara Regional Police, Ontario Provincial Police and coterminous school boards, the Director of Education will determine any alterations and/or closures to the normal operations of the Niagara Catholic District School Board due to inclement weather or any other conditions which would affect the normal operations of a school, group of schools or the system.

Regular Work Location/Alternate Work Location

1. In periods of inclement weather it is an expectation that all staff will attempt to reach their work location in time for normal hours of operation.
2. If travel to work is impeded by inclement weather, and may cause lateness, the employee will notify his/her Principal or immediate Supervisor indicating his/her estimated time of arrival.
3. If inclement weather conditions are so severe as announced by the Ministry of Transportation, the Niagara Regional Police, and/or the Ontario Provincial Police as to delay travel to the employee's regular usual work location, the employee will report to the nearest school or work location within the Niagara Catholic District School Board and report to the Principal and/or Supervisor of that location for his/her normal hours of duty. The employee is responsible to contact by phone his/her Principal and/or Supervisor to inform them of his/her location.
4. If an employee reports to an alternative work location, he/she is under the authority of the Principal and/or Supervisor of that school or facility for his/her normal hours of duty.
5. The Principal/Supervisor is required to report all employees who have attended an alternate work location to the Family of Schools' Superintendent of Education.
6. When the school buses are cancelled due to inclement weather as announced through local media and on the Board website, all daily occasional and/or casual replacements assigned for the specific day are not to report to the daily assignment and will not be paid for this cancellation. (Unless otherwise notified, on days when bus transportation is cancelled, all professional development in-services will be cancelled.

Absence from Regular Work Location and/or Alternate Work Location

1. Where an employee deems it impossible to report to any school or alternate work location within the Niagara Catholic District School Board in time for the commencement of normal hours of operation he/she must notify by phone his/her immediate Principal/Supervisor.
 - a. The Principal/Supervisor will discuss a delay in the time to report to any school or alternate work location within the Board.
2. All employees must continue to make all reasonable attempts to report to their regular school or work location or in its alternative any other school or work location within the Niagara Catholic District School Board as weather conditions change throughout the day.
3. Employees who are unable to report to any school or alternate work location within the Niagara Catholic District School Board are required to record his/her absence on the Smart Find Express (SFE) system using the inclement weather code.
4. Principals/Supervisors are required to report all employees who have contacted them indicating that they deemed it impossible to report to any school or alternate work location within the Niagara Catholic District School Board to the Family of Schools Superintendent of Education by the end of the school day.
5. Employees unable to report to a school or alternate work location, must provide the Senior Administrator of Human Resources a signed and dated written explanation of the reason for the absence on his/her return to active duty. The decision of remuneration shall be determined by the Superintendent of Human Resources in consultation with the appropriate supervisor.

School Closure

1. Where the school or workplace is declared closed prior to the commencement of a scheduled workday, as announced through local media and the board website, all daily occasional and/or casual replacements, with the exception of long term occasional teachers assigned to the school or workplace for the specific day will not be paid for the day of the closure.
2. Where a school, a group of schools, or a workplace site is closed by the Director of Education, employees are required to attend a work location determined by the Director of Education in consultation with members of Senior Administrative Council, the Family of Schools Superintendent of Education and the Principal and/or Principals(s) affected by a school closure. The alternate location or locations for school or workplace staff will be communicated to staff by the Principal or Supervisor through staff phone communication procedures, announced on local media services and posted on the Board website. Where the school or workplace is declared closed prior to the commencement of a scheduled workday, as announced through local media and the board website, all occasional and/or casual replacements assigned to the school or workplace for the specific day will not be paid for the day of the closure, with the exception of long term occasional teachers. Daily Occasional and casual staff that are placed in an assignment for more than ten (10) consecutive days for the same employee will be paid for the day of closure of school or workplace site.

System Closure

1. When the Director of Education closes the entire system, employees are not required to report to any work location. For system closures employees are:
 - i. not required to record their absences on the Smart Find Express (SFE)
 - ii. to remain in contact with their school Principal and/or Supervisor and/or the Board website for current information on the status of the system closure and the return to normal operations of the system.
2. Where the school or workplace is declared closed prior to the commencement of a scheduled workday, as announced through local media and the board website, all daily occasional and/or casual replacements, with the exception of long term occasional teachers assigned to the school or workplace for the specific day will not be paid for the day of the closure.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
MARCH 6, 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: March 6, 2012



POLICY SCHEDULE

UPDATED FEBRUARY 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		Mar. 2012	Apr. 2012	Apr. 2012	N/A	N/A	FI
301.3	Attendance Areas	1998	2009	Mar. 2012	June 2012	June 2012	1998	2009	JW
NEW	Attendance Support Program	NEW		Mar. 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	Mar. 2012	May 2012	May 2012	2003	2010	FI
202.2	Catholic Leadership: Principal & Vice-Principal Selection	1998	2011	Jan. 2012**	Feb. 2012	Feb. 2012	1998	2011	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	2003	Nov. 2011	Feb. 2012	Feb. 2012	1998	2006	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	2010	Jan. 2012	Feb. 2012	Feb. 2012	2002	2010	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		Mar. 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	2011	Nov. 2011	Feb. 2012	Feb. 2012	2011	2011	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	Mar. 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		Mar. 2012	May 2012	May 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		Mar. 2012	June 2012	June 2012	2001		ML
100.6	Student Senate	2000	2001				2000	2001	JC
302.6.4	Student Suspension- <i>Safe Schools</i>	2001	2009				2001	2009	FI
500.2	Student Transportation	2007	2010	Mar. 2012	May 2012	May 2012	2007	2010	LR
100.4	Student Trustees	1998	2007				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
MARCH 6, 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: March 6, 2012



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

POLICY UPDATE

BACKGROUND INFORMATION

The Policy Update for the month of February 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	Mar. 2012	June 2012	June 2012	B
2	Leadership Succession Plan	Mar. 2012	June 2012	June 2012	C
POLICIES BEING REVIEWED					
1	Assignment of Principals & Vice-Principals (202.1)	Mar. 2012	Apr. 2012	Apr. 2012	D
2	Bullying Prevention & Intervention-Safe Schools (302.6.8)	Mar. 2012	May 2012	May 2012	E
3	Playground Equipment (702.1)	Oct. 2011	May 2012	May 2012	F
4	School Generated Funds (301.6)	Mar. 2012	May 2012	May 2012	G
5	Student Transportation (500.2)	Mar. 2012	May 2012	May 2012	H
6	Attendance Areas (301.3)	Mar. 2012	June 2012	June 2012	I
7	Educational Field Trips (400.2)	Feb. 2012	June 2012	June 2012	J
8	Education-Based Research	Mar. 2012	June 2012	June 2012	K
9	Safe Schools (302.6)	Mar. 2012	June 2012	June 2012	L
10	Student Parenting (302.5)	Mar. 2012	June 2012	June 2012	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: February 28, 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 February 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			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						
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)						



POLICY UPDATE

For the Month of February 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	January 2012
Stakeholders	Date of Draft Policy Reviewed	January 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
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)

POLICY UPDATE

For the Month of February 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	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	April 2012
Board	Date of Draft Policy Reviewed	April 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 February 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	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	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)

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NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

POLICY UPDATE

For the Month of February 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 February 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
Senior Administrative Council	Date of Draft Policy Reviewed	March 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	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)

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POLICY UPDATE

For the Month of February 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	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	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)

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POLICY UPDATE

For the Month of February 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	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

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 February 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	February 2012
Stakeholders	Date of Draft Policy Reviewed	February 2012
Policy Committee	Date of Draft Policy Reviewed	February 2012
Committee of the Whole	Date of Draft Policy Reviewed	June 2010
Board	Date of Draft Policy Reviewed	June 2010

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 February 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
Senior Administrative Council	Date of Draft Policy Reviewed	March 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

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 February 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
Senior Administrative Council	Date of Draft Policy Reviewed	February 2012
Trustees	Date Draft Policy Sent to Trustees	February 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

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 February 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
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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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**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
MARCH 6, 2012**

PUBLIC SESSION

**TOPIC: HELPING UNDERSTANDING GRIEF AND TRAUMA (H.U.G.S)
PROGRAM**

The report on the
Helping Understanding Grief and Trauma (H.U.G.S) Program
is presented for information.

Prepared by: Yolanda Baldasaro, Superintendent of Special Education
Colleen Atkinson, Special Education Co-ordinator

Presented by: Yolanda Baldasaro, Superintendent of Education
Christine Dernederlanden, Certified Trauma Service Specialist, C.T.R.,
President and founder of Robert's Press Canada's Grief Resource Centre

Approved by: John Crocco, Director of Education

Date: March 6, 2012



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO THE COMMITTEE OF THE WHOLE MEETING MARCH 6, 2012

HELPING UNDERSTAND GRIEF SESSIONS (H.U.G.S.) TRAINING

BACKGROUND INFORMATION

The Student Support Leadership Initiative (SSLI) Niagara chapter was designed to increase mental health support for children and youth across four ministries. As part of its Professional Development funding opportunities, the SSLI is supporting the training of school board staff in Grief and Bereavement Response and has subsidized the purchase of Helping Understand Grief Sessions (H.U.G.S.) kits and accompanying training.

Niagara Catholic recognizes the value of the H.U.G.S. program and is committed to the training of school and Board staff in responding to the needs of grieving children and youth. This resource also supports Niagara Catholic's 2011-2012 Enabling Strategy: To design a Niagara Catholic Mental Health Support Plan to address the need for increased supports for mental health by June 2012.

The objective of the H.U.G.S. six week program is to address the needs of traumatized and bereaved students who are socially and educationally struggling. The implementation of a trauma and bereavement group will address the emotional boundaries that these students are experiencing. H.U.G.S. uses play therapy, art therapy, music, dance, poetry, and various objects to express oneself. Releasing these emotional boundaries encourages students to thrive educationally and emotionally in a healthy manner.

The training is being offered to all Elementary and Secondary Child and Youth Workers, Elementary and Secondary Chaplaincy Leaders and Religion and Family Life consultant. All participants will become trained leaders of the H.U.G.S. Program and receive access to resources housed within the H.U.G.S. Emergency Grief Resource Kit. Topics covered during the training include: Compassion fatigue, Post Traumatic Stress Disorder, warning signs, symptoms, and seeking help. They will gain an understanding of multiculturalism, religious traditions, customs and appropriate ways to address the subject matter with students.

As part of this report, Christine Dernerlanden, Certified Trauma Service Specialist, C.T.R., and President and founder of Robert's Press Canada's Grief Resource Centre will provide a brief overview of the training at the Committee of the Whole meeting.

The report on the Helping Understanding Grief and Trauma (H.U.G.S) Program
is presented for information.

Prepared by: Yolanda Baldasaro, Superintendent of Special Education
Colleen Atkinson, Special Education Co-ordinator

Presented by: Yolanda Baldasaro, Superintendent of Education
Christine Dernerlanden, Certified Trauma Service Specialist, C.T.R.,
President and founder of Robert's Press Canada's Grief Resource Centre

Approved by: John Crocco, Director of Education

Date: March 6, 2012

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
MARCH 6, 2012**

PUBLIC SESSION

**TOPIC: 2012 NIAGARA CATHOLIC STUDENT SYMPOSIUM:
NURTURING THE DISTINCTIVENESS OF CATHOLIC
EDUCATION**

The report on the
2012 Niagara Catholic Student Symposium:
Nurturing The Distinctiveness of Catholic Education
is presented for information.

Prepared by: Mark Lefebvre, Superintendent of Education
Jackie Watson, Equity and Student Leadership Consultant
Terri Pauco, Religion and Family Life Consultant

Presented by: Mark Lefebvre, Superintendent of Education
Jackie Watson, Equity and Student Leadership Consultant
Terri Pauco, Religion and Family Life Consultant

Approved by: John Crocco, Director of Education

Date: March 6, 2012



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO THE COMMITTEE OF THE WHOLE MEETING MARCH 6, 2012

2012 NIAGARA CATHOLIC STUDENT SYMPOSIUM: NURTURING THE DISTINCTIVENESS OF CATHOLIC EDUCATION

In compliance with the Niagara Catholic System Priority, “To conduct a Niagara Catholic elementary and secondary Student Conference 2012 focused on the theme of “Nurturing the Distinctiveness of Catholic Education” by March 2012”, on Thursday, February 23, 2012 the Niagara Catholic District School Board held its 3rd Annual Student Symposium entitled, *Nurturing the Distinctiveness of Catholic Education*. The event was held at Holy Rosary Parish Hall, Thorold from 9:15 a.m. to 2:30 p.m. Lunch was provided by the Specialist High Skills Major Culinary Arts students from Denis Morris Catholic High School and St. Francis Secondary School, under the tutelage of Mr. Mike Gretzinger.

In conjunction with the Strategic Direction of Building Strong Catholic Identity and Community to Nurture the Distinctiveness of Catholic Education and the Catholic Graduate Expectations, the day focused on two important questions:

- What is a Catholic Student Leader?
- What is a Catholic Student Leader Called to Do?

Two hundred and one (201) students participated in this year’s Symposium, with three (3) students from every Catholic elementary school and four (4) students from every Catholic secondary school participating. Student Senate members from all eight (8) Catholic Secondary schools were the facilitators and Niagara Catholic Student Senate Co-Chairs, Ryan Creelman and Patrick Morris shared the Master of Ceremonies role. Supporting staff members included Child Youth Workers, Secondary Chaplaincy Leaders and staff from the Program Department. Many members from Senior Administration shared in the day’s events which included a welcoming address by Niagara Catholic’s Director of Education, Mr. John Crocco on “What are Catholic students called to be?”

Father Rico Passero, Associate Pastor of Our Lady of the Scapular Church in Niagara Falls was the keynote speaker.

The day started with all schools being personally greeted by Student Senate and then being lead to their Family of School tables. An ice-breaker game followed Mr. Crocco’s address. A Catholic Graduate Expectations DVD entitled, *I Believe* was viewed and, with the help of Student Senate facilitators, students played a matching game. The seven (7) Catholic Graduate Expectations titles were given on strips of paper. The students were then given many papers containing sentences, statements and definitions. Through discussion and collaboration, the students organized the papers under each appropriate title.

Father Rico presented an engaging and thoroughly interactive keynote address in which he focused on Catholic Student Leadership. He posed the questions, ‘What does Catholic mean to you...as a student...as a leader...and what are we called to be? Father stated that we are never alone on this journey of self-discovery and that God is always with us. He shared that the word joy could become a new acronym for Catholics, representing Jesus, Others and You - striving to be a better person. One concept that clearly resonated with the students was the ‘loser’ symbol. Father Rico stated that the index finger

and thumb on your left hand, extended to your forehead should no longer be the symbol for loser, but rather for the three (3) L's in life: learn, live and love.

Father Rico challenged the students with four (4) reflection questions:

1. What does the term 'Catholic Student Leader' mean to me?
2. What values/teachings/experiences have I learned as a Catholic school student that has helped me become the person I am today?
3. The scripture passage Matthew 19:26 says 'with God all things are possible'. How is this true?
4. What are some ways that I can continue to learn, live and love at school...at home...at church...in the community?

Father Rico also gave each student a gold coin with Matthew 19:26 embossed on one side.

After lunch the audience was treated to a Flash Mob with the song *Waiting on the World to Change* by John Mayer, being sung by all Student Senate members. The afternoon consisted of working sessions with students randomly placed into eight (8) groups. Each group focused on the skills and attributes needed to lead a good assembly. They spent time creating a skit, song or dance that was presented to the collective during the last half hour of the day. These presentations represented some of the ideas that could be brought back to the schools.

Each school was given a package containing the Catholic Graduate Expectation DVD, *I Believe* and 18"x11" posters of the seven Catholic Graduate Expectations. A computer package was also sent out, containing the morning matching game, Father Rico's reflective questions and a compilation of ideas created by each group in regards to what makes a good assembly.

The expectation of this day's event will culminate within each school during Catholic Education Week (May 7 -11, 2012). The participating student leaders, in consultation with the participating staff members and administrators, will organize and help present a school assembly to inform their peers about "What being a Catholic Student means."

As stated above, ideas for assemblies were modeled and discussed throughout the day with the symposium's theme lending itself to the theme of Catholic Education Week, *We Walk in the Light of Christ*.

A brief visual presentation of the 3rd Annual Student Symposium will be shared as part of this information report.

The report on Niagara Catholic's Student Symposium:
Nurturing the Distinctiveness of Catholic Education is presented for information.

PREPARED BY: Mark Lefebvre, Superintendent of Education
Jackie Watson, Equity and Student Leadership Consultant
Terri Pauco, Religion and Family Life Consultant

PRESENTED BY: Mark Lefebvre, Superintendent of Education
Jackie Watson, Equity and Student Leadership Consultant
Terri Pauco, Religion and Family Life Consultant

APPROVED BY: John Crocco, Director of Education

DATE: March 6, 2012

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
MARCH 6, 2012**

PUBLIC SESSION

**TOPIC: RELIGIOUS AND FAMILY LIFE EDUCATION
ELKP TO GRADE 12**

The report on the
Religious and Family Life Education - ELKP to Grade 12
is presented for information.

Prepared by: Mark Lefebvre, Superintendent of Education
Terri Pauco, Religion and Family Life Consultant, K-12

Presented by: Mark Lefebvre, Superintendent of Education
Terri Pauco, Religion and Family Life Consultant, K-12

Approved by: John Crocco, Director of Education

Date: March 6, 2012



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO THE COMMITTEE OF THE WHOLE MEETING MARCH 6, 2012

RELIGIOUS AND FAMILY LIFE EDUCATION ELKP TO GRADE 12

BACKGROUND INFORMATION

A Catholic school is a place where students are called to become discerning believers, formed holistically in mind, body, and spirit within a community of faith. Supported by their families, pastors, teachers and administrators, all students of Niagara Catholic Schools hear Jesus' invitation to follow him. Religious and Family Life Education becomes the foundation on which the students are called to develop their full spiritual, academic, physical and social potential. Guided by the tenets and traditions of the Catholic Church, including the virtues and Gospel values, Niagara Catholic students are challenged to be the heart, hands and feet of Jesus in the world today. Their education and every experience of school life are distinctively different because of their faith formation and call to discipleship.

In Niagara Catholic, the catechetical resources and course profiles taught within the discipline of Religious Education have been approved by the Council of Canadian Catholic Bishop (CCCB), the Assembly of Ontario Catholic Bishops (AOCB), and the Institute of Catholic Education (ICE). Bishop Bergie and the Office of Religious Education for the Diocese of St. Catharine are important liaisons to ensure that a distinctively Catholic worldview is promoted to educate the young people of the diocese in the way and service of the Gospel.

Students of Niagara Catholic elementary students are taught Religion one forty-two minute period each school day; Family Life Education is scheduled for one of those five periods in a week. In our Catholic secondary schools, Religious Education is a mandatory requirement in each of the four years of study. Catholicity across the curriculum and in every aspect of the school's culture further emphasizes that the essential educational mandate for a Catholic School is religious.

Elementary Religious Education Catechetical Program

Each catechetical program used with Niagara Catholic have been developed using the six tasks of catechesis outlined in the *General Directory for Catechesis*. These tasks are: promoting knowledge of faith (i.e. scripture, doctrine, historical development of the Church), liturgical education, moral formation, teaching to pray, education for community life, and missionary initiation.

Program Department support has been offered to assist all Niagara Catholic teachers with the planning and implementation of catechetical programming. Scope and sequence charts assist teachers in identifying overall expectations and creating learning goals that will assess the knowledge and skills of each Grade's Religious Education Program. *It is important to note that the faith and spiritual development of any child attending a Catholic school is not measurable and is never assessed.* The assessment of every child is focused on grade level programming.

The following chart highlights the Catechetical series, grade, and focus of the program endorsed by the Council of Canadian Catholic Bishops and their National Office of Religious Education.

Series	Grade	Title	Focus
Born of the Spirit	JK SK ELKP	In God's Image	Nurtures 3, 4 and 5 year olds as they discover who they are in the many traces of God's presence in and around them.
	1	We Belong to God	Builds on the child's experience of belonging and being cherished by God; Jesus shares the Good News of God's unconditional love.
	2	We Belong to the Lord Jesus	Deepens the friendship with Jesus through scripture, symbolic gesture, prayer, community and celebration, especially through the sacramental initiation of First Reconciliation and First Eucharist.
	3	In the Spirit We Belong	Understand as Church we gather as God's people by the outpouring of the Holy Spirit through the life, death and resurrection of Jesus and must share our gifts and talents.
	4	Come and See	As students meet people who encountered Jesus in the Gospel, they, too, hear his invitation through the experience of their own lives. Each student receives their own New Testament in a special celebration.
	5	May We Be One	Explores the meaning of how the Church gives witness to Jesus through the Spirit of God and how the Church proclaims, believes, celebrates, expects, welcomes, acts justly, reconciles, loves, rejoices and witnesses.
	6	You Shall be My Witness	Focuses on how students are created in the image of God and are uniquely loved and are called to serve God and God's Kingdom by working for justice, peace and hope.
We are Strong Together	7	Believe in Me	Begins to synthesize the elements of an authentic experience of God, through the language of the Creed.
	8	Stand by Me	Continues to examine faith through the Creed, especially the areas of life reflected in the sacraments, gospel morality, the Church, the sacredness of Creation and all human life

It should be noted that in the late Fall of 2011, all teachers were notified of changes to their manuals and student Religion texts because of the changes which resulted from the implementation of the General Instruction of the Roman Missal and the revised mass prayers.

The Board centrally funds the annual purchase of the New Testaments needed for the special bible celebration celebrated in Grade 4. As well, the Grade 8 Journey Retreat is another unique program that integrates Religious Education and the search for God as these students transition into our Niagara Catholic Secondary Schools.

Niagara Catholic Purchase of Revised Fully Alive Elementary Family Life Education

Fully Alive is the Family Life education program that is sponsored by the Assembly of Ontario Catholic Bishops. It is an important part of the Religious Education curriculum and is taught once a week in all Niagara Catholic elementary schools. The revised and updated teacher’s resource and student books from Grades 1 to 8 have now been purchased throughout Niagara Catholic elementary schools. This rollout, which began in 2008, was supported by the Board at a cost of approximately \$339,000. *Fully Alive* provides a distinctively Catholic view of human life, sexuality, marriage and family. It addresses most of the expectations of the Health and Physical Education curriculum expectations and provides the perfect vehicle in which Virtues Education initiatives are met. It is designed to encourage children to become ‘fully alive’ and to be the people that God wants them to be.

Institute for Catholic Education (ICE): Draft Elementary Religious Education and Family Life Policies and Curricula

A writing team from the Institute of Catholic Education (ICE), with support of the Assembly of Ontario Catholic Bishops, is currently developing the first policy document for Religious Education, followed by one for Family Life Education, for the elementary Catholic Schools of Ontario. It will present an actual curriculum, with overall and specific expectations, rooted in the tasks of catechesis, for ELKP to Grade 8. Like those Ontario Ministry of Education Curriculum documents, this document will be used by Catholic Elementary teachers to guide their planning, teaching practices, and assessment and evaluation.

Niagara Catholic Elementary Religion Council

A Council of ten teachers, currently chaired by St. Elizabeth’s Catholic Principal, Deborah Guthrie, advises and works closely with the Religion and Family Life Consultant to promote Religion and Family Life and the school-family-church triad. Representing all divisions and family of school areas, this group of committed professionals has worked on projects including the development of the Niagara Catholic Student agendas, the Virtue Model Resource, Girls’ Night Out, and writing, piloting and sharing the resource, Media Literacy through Catholic Themes. Members also deliver PD workshops and are currently involved in providing feedback for a series of lessons developed by the Diocesan Development and Peace executive to introduce ecological justice and the mandate of this important Catholic partner to younger students.

Niagara Catholic Secondary Religious Education

The following chart identifies the secondary Religion courses offered throughout Niagara Catholic’s eight secondary schools. The course profiles and curriculum have been designed and approved by ICE. Not every senior level course is available at each Niagara Catholic secondary school.

COURSE CODE	COURSE TITLE
HRE10	Be With Me
HRE20	Christ and Culture
HRT3M, HRT3O, HRF3O	World Religions
HRE4M, HRE4O	In Search of the Good
HZT4UR	Philosophy: Questions and Theories
CPW4U	Peace and Politics
HHS4M	Individuals and Families in a Diverse Society

The course profiles and curriculum have been designed and approved by ICE. Each secondary Religion course consists of five strands – Profession of Faith, Scripture, Sacramental Life, Moral Development, and Family Life. Assessment and evaluation, focuses on knowledge, thinking, communication, and application.

Each Religion Department relies on the expertise of an assigned Religion Program Chair. The Program Chair helps to manage and advise all teachers assigned to the department. The eight Religion Chairs meet as a council four times a year to share best practices, discuss concerns, suggest profession development opportunities, and research/recommend supplemental resources and new textbooks.

In 2010, a new World Religions textbook was purchased for the Grade 11 course. \$80,000.00 was invested in this system purchase. The authors of the text provided training for the new resource and Semester 2 World Religion teachers are currently involved in a Teaching Learning Critical Pathway and Professional Learning Cycle focused on improving student achievement while examining teacher practice.

One initiative that was successfully piloted at Denis Morris Catholic Secondary School is the introduction of a Rich Performance Culminating Task called the *Jesus Fair*. It was originally a CCC curriculum project developed by a writing team from Brant-Haldimand-Norfolk Catholic District School Board. Grade 9 students are required to create a 3D artifact that reflects their personal journey with Jesus through the HRE10 course themes and overall objectives. They present and discuss their artifacts to invited peers from their school community. St. Francis has joined the pilot this semester.

Other Supporting Resources for Religious and Family Life Education in Niagara Catholic

- *Religion Teacher Helper*

The Religion Teacher Helper is a monthly resource that is created and shared with elementary teachers through their school's Religion and Family Life Reps. It is a collection of prayers, activities, suggested websites, teaching strategies and lessons that teachers can use or modify to supplement the delivery of the Religion and Family Life program. It allows for teachers to add new and refreshing ideas to their current repertoire. The Religion Teacher Helper also makes suggestions for cross curricular connections and promotes the distinctiveness of Catholic Education.

- *Virtues Model and its monthly resource*

The Niagara Catholic Virtue Model which promotes Christian-Catholic character and moral formation is infused into all subject areas, especially Religion and Family Life Education, and all aspects of Catholic school culture across Niagara. This model was recognized by the Institute of Catholic Education (ICE) as a Provincial best practice regarding the promotion and use of Catholic Graduate Expectations. A monthly virtue resource is shared with administrators; many choose to share it with their staffs as part of the Faith Formation Program. This electronic resource defines the featured virtue, provides a monthly calendar of important Saints' feasts days and system events, gives suggested daily prayers for morning announcements, and presents a chart of 'look fors' for principals to use on their daily school 'walk abouts' to ensure that the virtue is being promoted. As well, literacy links and class/school-wide activities are also given.

- *Centrally funded Supplemental Resources and Professional Memberships*

Each school year, the Program Department invests in supplemental Religion and Family Life resources for both individual schools and the Catholic Resource Centre (CRC). DVDs, kits, mentor texts, big books, guided reading materials, teacher resources and copies of writing projects from the Catholic Curriculum Corporation (CCC) and other Catholic curriculum co-operatives are promoted and advertised to teachers through the Religion Teacher Helper and in school visits by the Religion and Family Life Consultant. As well, board membership in professional organizations like the CCC and the Catholic Association of Religion and Family Life

Educators of Ontario (CARFLEO) give Niagara Catholic teachers access to web resources that are aligned with current best practices and new initiatives.

Professional Development and Support of Teaching Staff in Niagara Catholic

Ongoing professional development and faith formation for every job class is an important commitment within Niagara Catholic. The Board subsidizes the cost of all additional qualification courses for Religion and continues to financially support post graduate studies in Religious Education for all staff members through the Jubilee Scholarship. This commitment reinforces the importance of vocation and the unique ministry to which every Catholic teacher and administrator is called

Throughout the school year, teachers have unique opportunities to participate in a variety of professional development activities. Secondary Religion teachers have participated in Teaching Learning Critical Pathways (TLCP); elementary teachers have been in-service on the revised Fully Alive program, and at system-wide PD days, had opportunities to sign up for workshops including *The Link between Health and Fully Alive*, *Using Shared Reading to promote Virtues Language in the early Primary Division*, and *Teaching Media Literacy through Catholic Themes*. As well, after school Religion & Family Life workshops are held three or four times a year. Topics for these sessions have included *Planting the Seeds: Assessing Learning Skills through a Catholic Lens*, *First Reconciliation*, *First Eucharist*, *Advent*, *Lent*, *Easter*, and *Social Justice*.

This year, over 60 Niagara Catholic delegates attended When Faith Meets Pedagogy, an annual conference for Catholic educators organized by the Catholic Curriculum Cooperative. These staff members, including both elementary and secondary teachers, chaplaincy leaders, and principals, were sponsored by the Board through Staff Development.

Support of Elementary and Secondary Chaplaincy Leaders in Niagara Catholic

This year, the hiring of a Board Chaplaincy leader and three elementary chaplaincy leaders, in addition to the eight secondary chaplaincy leaders, has created a dynamic and unique team approach to the promotion of faith formation and ministry to both the staff and students of Niagara Catholic. Their presence reinforces the distinctiveness of Catholic Education and they are an important resource for the Religious Education programming within every school.

A visual presentation of Religious Education in Niagara Catholic will be shared as part of this information report.

The Religious and Family Life Education
ELKP to Grade 12 report is presented for information.

Prepared by: Mark Lefebvre, Superintendent of Education
Terri Paucó, Religion and Family Life Consultant, K-12

Presented by: Mark Lefebvre, Superintendent of Education
Terri Paucó, Religion and Family Life Consultant, K-12

Approved by: John Crocco, Director of Education

Date: March 6, 2012

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
SPECIAL BOARD MEETING
MARCH 6, 2012**

PUBLIC SESSION

**TOPIC: AWARD OF CONSTRUCTION CONTRACTS FOR FULL DAY
KINDERGARTEN PROJECTS**

RECOMMENDATION

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.

Prepared by: James Woods, Controller of Plant
Presented by: James Woods, Controller of Plant
Recommended by: John Crocco, Director of Education
Date: March 6, 2012



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO THE COMMITTEE OF THE WHOLE MEETING MARCH 6, 2012

AWARD OF CONSTRUCTION CONTRACTS FOR FULL DAY KINDERGARTEN PROJECTS

BACKGROUND INFORMATION

On March 2, 2011 the Ministry of Education approved \$2,824,798 to address the Capital needs related to the implementation of year three of Full-day Kindergarten (FDK) at the five Niagara Catholic elementary schools listed below. The Ministry will allow funding to be moved between FDK projects provided the total funding is not exceeded. Also, the Ministry will not approve individual FDK projects for boards. Approval to award the construction contracts will be only for the total group of FDK projects.

Five (5) separate tenders were opened between Wednesday, February 8 and Tuesday, March 6, 2012, for the FDK addition and alterations to the following Niagara Catholic elementary schools, as per drawings and specifications prepared by the architects listed. The architects have analyzed the bids and have recommended the award of a construction contract to the listed contractors as follows. All of the named contractors were the low bidders for each project.

SCHOOL NAME	ARCHITECT	CONTRACTOR	FUNDING ALLOCATION	TOTAL PROJECT COST
Cardinal Newman	Venerino V.P. Panici	King Contractors	\$434,584	\$488,067
Sacred Heart	Chapman Murray	Brouwer Construction	\$434,584	\$578,017
St. Alfred	MZE Architects	T.R. Hinan Inc.	\$434,584	\$522,748
St. Charles	Grguric	Bromac Construction	\$1,086,462	\$1,197,198
St. Michael	Quartek Group	Stolk Construction	\$434,584	\$550,989
			\$2,824,798	\$3,337,019

TOTAL PROJECT COST

The total five-project cost is calculated as follows:

Construction Contracts	\$ 2,777,221
Consultant Fees & Disbursements	\$ 315,000
Furniture & Equipment	\$ 50,000
Other Project Costs	\$ 194,798
	\$ 3,337,019

FUNDING

Funding for the five projects would be from the following sources:

Full-day Kindergarten Allocation	\$2,824,798
Facilities Renewal	<u>512,221</u>
	\$3,337,019

MINISTRY OF EDUCATION APPROVAL

The award of construction contracts is subject to Ministry approval of the total expenditure of \$3,337,019 for the five FDK projects as approved by the Board.

RECOMMENDATION

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.

Prepared by: James Woods, Controller of Plant
Presented by: James Woods, Controller of Plant
Recommended by: John Crocco, Director of Education
Date: March 6, 2012

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
MARCH 6, 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: March 6, 2012



REPORT TO THE COMMITTEE OF THE WHOLE MEETING MARCH 6, 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 March 7, 2012 through April 10, 2012.

Wednesday, March 7, 2012

Selected Group of New Teacher Induction Program (NTIP) Proteges and Mentors – Ministry of Education

- A workshop/networking session created by the Ministry of Education to assist this group of teachers in assessing the importance of the NTIP in the way they have crafted their curriculum delivery in order to improve student achievement. From the Ministry's point of view they too will be able to draw from the exercise, salient points pertaining to how they too can improve the program for the benefit of the new teachers and their students.

Grade 8 and Gr. 9 Mathematics Teachers – Cross-Panel Numeracy

- The third of four workshops for this group of teachers from Denis Morris and Saint Michael Catholic High Schools and their Families of Schools created to familiarize them with both the Gr. 8 and Gr. 9 Mathematics Curricula. The goal is to develop strategies that will make the transition from the Elementary to the Secondary mathematics classroom even smoother.

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

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

Secondary Science Teachers – Differentiated Instruction (DI)

- A workshop where this group of teachers from Saint Michael catholic High School will participate in a collaborative session focusing on practical differentiated instruction strategies highlighting assessment and evaluation of the young adolescent in the science classroom.

Thursday, March 8, 2012

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

- The second of six workshops to train this group of teachers from Our Lady of Mount Carmel Catholic Elementary School on the implementation and support of successful intervention practices designed to close the gap in students' achievement in mathematics.

Tuesday, March 20, 2012

Gr. 9 English Teachers- Ontario Comprehension Assessment (OCA)

- The second of two workshops created to assist this group of Saint Paul Catholic High School teachers in analyzing the OCA program which is directly linked to the Gr. 9 Ontario Curriculum expectations as well as Literacy expectations assessed in the Ontario Secondary School Literacy test (OSSLT) in Grade 10.

Intermediate and Secondary Teachers of French as a Second Language (FSL) - Common European Framework of Reference (CEFR)

- The second of two workshops created to deepen this group of teachers from Blessed Trinity, Saint Michael, Saint Paul and St. Francis Catholic High Schools family of schools' understanding of the Common European Framework of Reference which is a tool for informing the planning, teaching and assessment of French as a Second Language as well as additional languages.

Junior and Intermediate 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. Ann (St. Catharines) and Mother Teresa 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, March 21, 2012

Intermediate and Secondary Teachers of French as a Second Language (FSL) - Common European Framework of Reference (CEFR)

- The second of two workshops created to deepen this group of teachers from Denis Morris, Lakeshore, Notre Dame College and Holy Cross High/Secondary Schools family of schools' understanding of the Common European Framework of Reference which is a tool for informing the planning, teaching and assessment of French as a Second Language as well as additional languages.

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 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.

Thursday, March 22, 2012

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

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

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

- The fourth workshop this year for teachers involved in this Ministry of Education mandated program that will explore the Equity and Inclusive Education policy, including Bill 157 – Keeping Our Children Safe at School.

Friday, March 23, 2012

Secondary Chaplaincy Leaders Special Education Staff and Religion and Family Life Consultant - 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.

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. 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.

Monday, March 26, 2012

Grade 8 and Gr. 9 Mathematics Teachers – Cross-Panel Numeracy

- The final of four workshops for this group of teachers from Denis Morris, Lakeshore and Saint Michael Catholic High Schools and their Families of Schools created to familiarize them with both the Gr. 8 and Gr. 9 Mathematics Curricula. The goal is to develop strategies that will make the transition from the Elementary to the Secondary mathematics classroom even smoother.

Tuesday, March, 27, 2012

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

- The fourth in a series of five workshops for this group of teachers and their principals from St. Patrick (Pt. Colborne) and St. Andrew Catholic Elementary Schools, that 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 second 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.

Wednesday, March 28, 2012

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

- The first of five workshops for teachers from all eight Secondary 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.

Primary and Junior Teachers of French as a Second Language (FSL) - Common European Framework of Reference (CEFR)

- The second of two workshops created to deepen this group of teachers' understanding of the Common European Framework of Reference which is a tool for informing the planning, teaching and assessment of French as a Second Language as well as additional languages.

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

- The third 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 Ontario College of Teachers Registrar and in-house Counsel as they deal with Standards of Practice and Working with Social media.

Elementary and Secondary Teachers involved in the Leadership Identification Program (LIP) – Mentoring

- A fourth workshop created to assist this group of leadership candidates to assess their potential after one year in the two-year program. This workshop will assist with the tracking of the mentorship aspect of the program and as well set the stage for their Catholic Education Week tasks.

Thursday, March 29, 2012

Selected Group of New Teacher Induction Program (NTIP) Principals – Ministry of Education

- A workshop/networking session created by the Ministry of Education to assist this group of administrators in assessing the importance of the NTIP in the way that teachers have become more effective in their curriculum delivery in order to improve student achievement. From the Ministry's point of view they too will be able to draw from the exercise, salient points pertaining to how they too can improve the program for the benefit of school administrators.

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 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.

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. Therese, St. John Bosco 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.

Friday, March 30, 2012

Secondary Chaplaincy Leaders Special Education Staff and Religion and Family Life Consultant - Understanding Mental Illness

- The second 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.

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 principal from, St. Christopher Catholic Elementary School, 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.

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

- The second in a series of three workshops for this group of teachers and their principals from, Our Lady of Fatima (St. Catharines), St. Peter and St. Anthony 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 Finance Responsibilities – School Cash

- A workshop designed by the Board's Finance Department to assist this group of school support personnel to better understand their responsibility in accurate reporting of school generated funds and that the internal school accounting procedures abide by Board Policy.

Monday, April 2, 2012

Gr. 9 English Teachers- Ontario Comprehension Assessment (OCA)

- The second of two workshops created to assist this group of Holy Cross Catholic Secondary School teachers in analyzing the OCA program which is directly linked to the Gr. 9 Ontario Curriculum expectations as well as Literacy expectations assessed in the Ontario Secondary School Literacy test (OSSLT) in Grade 10.

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

- The second 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, April 3, 2012

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

- The second 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.

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

- The second of five workshops for teachers from all eight Secondary 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.

Elementary and Secondary Principals and Vice-Principals – Behaviour Management Systems (BMS) Refresher Training

- The annual refresher training program for school administrators under the auspices of the Special Education Department, which adheres to Board Policy and involves three hours of training.

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: March 6, 2012

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
MARCH 6, 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: March 6, 2012



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO COMMITTEE OF THE WHOLE MEETING MARCH 6, 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: March 6, 2012



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
MARCH 6, 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 occupancy after the March Break. Quotations are being obtained for Phase 3 (New Chapel, Office & Guidance Renovations).



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
	<hr/>
	\$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	2,775,877	7,873,905
Fees & Disbursements	880,000	943,601	943,601
Furniture & Equipment	700,085	0	700,085
Other Project Costs	440,000	217,229	372,200
	<hr/>	<hr/>	<hr/>
	\$11,329,915	\$5,376,837	\$11,329,921

Project Timelines:

	<u>Scheduled Completion</u>	<u>Actual Completion</u>
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	16 December 2011	
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
MARCH 6, 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:

Tenders have been received from pre-qualified contractors. A recommendation to award a construction contract will be brought to CW on March 6, 2012

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
	\$434,584

Project Costs:

	Budget	Paid	Forecast
Construction Contract	350,000	0	350,000
Fees & Disbursements	70,000	52,426	70,000
Furniture & Equipment	5,000	0	5,000
Other Project Costs	9,584	3,816	9,584
	\$434,584	\$56,242	\$434,584

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	
Construction	August 2012	
Occupancy	September 4, 2012	
Official Opening & Blessing	November 2012	

Project Team:

Architect	Venerino V.P. Panici Architect Inc
General Contractor	TBD
Project Manager	Anthony Ferrara
Superintendent	Mark Lefebvre
Principal	Chris Kerho



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
MARCH 6, 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 will be distributed to prequalified contractors on February 23, 2012. The tender period will close on March 15, 2010

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		350,000
Fees & Disbursements	50,000		50,000
Furniture & Equipment	10,000		10,000
Other Project Costs	24,584		24,584
	\$434,584	\$0	\$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 2012	
Occupancy	September 4, 2012	
Official Opening & Blessing	November 2012	

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
MARCH 6, 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	953,375	1,200,000
Fees & Disbursements	78,250	81,860	78,250
Other Project Costs	130,900	92,552	130,900
	<u>\$1,409,150</u>	<u>\$1,127,787</u>	<u>\$1,409,150</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	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
MARCH 6, 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: Tenders have been received from pre-qualified contractors. A recommendation to award a construction contract will be brought to CW on March 6, 2012



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
	\$434,584

Project Costs:

	Budget	Paid	Forecast
Contract	350,000	0	350,000
Fees & Disbursements	50,000	27,097	50,000
Furniture & Equipment	10,000	0	10,000
Other Project Costs	24,584	4,013	24,584
	\$434,584	\$31,110	\$434,584

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	
Construction	August 2012	
Occupancy	September 4, 2012	
Official Opening & Blessing	November 2012	

Project Team:

Architect	Chapman Murray Associates Architects Inc
General Contractor	TBD
Project Manager	Tunde Labbancz
Superintendent	Mark Lefebvre
Principal	Lisa Selman



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
MARCH 6, 2012**

APPENDIX F

SAINT MICHAEL CATHOLIC HIGH SCHOOL

Scope of Project:

Design and construction of a ten classroom addition.

Current Status:

Proposals have been requested from a short list of architects. Interviews will take place on March 22, 2012

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
Reserve for Property	1,000,000
	\$6,527,880

Project Costs:

	Budget	Paid	Forecast
Purchase of Property	1,000,000		1,000,000
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
	\$6,527,880	\$0	\$6,527,880

Project Timelines:

	<u>Scheduled Completion</u>	<u>Actual Completion</u>
Funding Approval	July 7, 2011	July 7, 2011
Ministry Approval (space)	December, 2011	
Architect Selection	January 30, 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	TBD
General Contractor	TBD
Project Manager	Anthony Ferrara
Superintendent	Mark Lefebvre
Principal	James Whittard



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
MARCH 6, 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:

Tenders have been received from pre-qualified contractors. A recommendation to award a construction contract will be brought to CW on March 6, 2012

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
	\$434,584

Project Costs:

	Budget	Paid	Forecast
Construction Contract	350,000	0	350,000
Fees & Disbursements	40,000	16,685	40,000
Furniture & Equipment	5,000	0	5,000
Other Project Costs	39,584	2,068	39,584
	\$434,584	\$18,753	\$434,584

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	
Construction	August 2012	
Occupancy	September 4, 2012	
Official Opening & Blessing	November 2012	

Project Team:

Architect	Macdonald Zuberec Ensslen Architects Inc.
General Contractor	TBD
Project Manager	Tunde Labbancz
Superintendent	Mario Ciccarelli
Principal	Ken Czaplicki



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
MARCH 06, 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	1,265,591	1,396,000
Fees & Disbursements	146,700	192,638	150,556
Furniture & Equipment	15,000	70,086	15,000
Other Project Costs	671,504	87,186	667,648
	\$2,229,204	\$1,615,501	\$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	
Occupancy	9 January 2012	
Official Opening & Blessing	28 March 2012	

Project Team:

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



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
MARCH 6, 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:

Tenders have been received from pre-qualified contractors. A recommendation to award a construction contract will be brought to CW on March 6, 2012

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
	\$1,086,462

Project Costs:

	Budget	Paid	Forecast
Construction Contract	870,000	0	870,000
Fees & Disbursements	100,000	47,807	100,000
Furniture & Equipment	20,000	0	20,000
Other Project Costs	96,462	5,702	96,462
	\$1,086,462	\$53,509	\$1,086,462

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	
Construction	August 2012	
Occupancy	September 4, 2012	
Official Opening & Blessing	November 2012	

Project Team:

Architect	Grguric Architects Incorporated
General Contractor	TBD
Project Manager	Tunde Labbancz
Superintendent	Mario Ciccarelli
Principal	Kim Kuchar



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
MARCH 6, 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	918,089	1,041,818
Fees & Disbursements	78,250	75,989	78,250
Other Project Costs	184,305	58,292	184,305
	<u>\$1,304,373</u>	<u>\$1,052,370</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
MARCH 6, 2012**

APPENDIX K

ST. MARTIN CATHOLIC ELEMENTARY SCHOOL

Scope of Project:

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

Current Status:

Proposals have been requested from a short list of architects. Interviews will take place on March 22, 2012.



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	
Architect Selection	January 30, 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	TBD
General Contractor	TBD
Project Manager	Anthony Ferrara
Superintendent	Yolanda Baldasaro
Principal	Dean Stunt



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
MARCH 6, 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:

Tenders have been received from pre-qualified contractors. A recommendation to award a construction contract will be brought to CW on March 6, 2012



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
	\$434,584

Project Costs:

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

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	
Construction	August 2012	
Occupancy	September 4, 2012	
Official Opening & Blessing	November 2012	

Project Team:

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

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
MARCH 6, 2012**

PUBLIC SESSION

**TOPIC: TRUSTEE INFORMATION
SPOTLIGHT ON NIAGARA CATHOLIC – FEBRUARY 28, 2012**



Spotlight

on
NIAGARA CATHOLIC

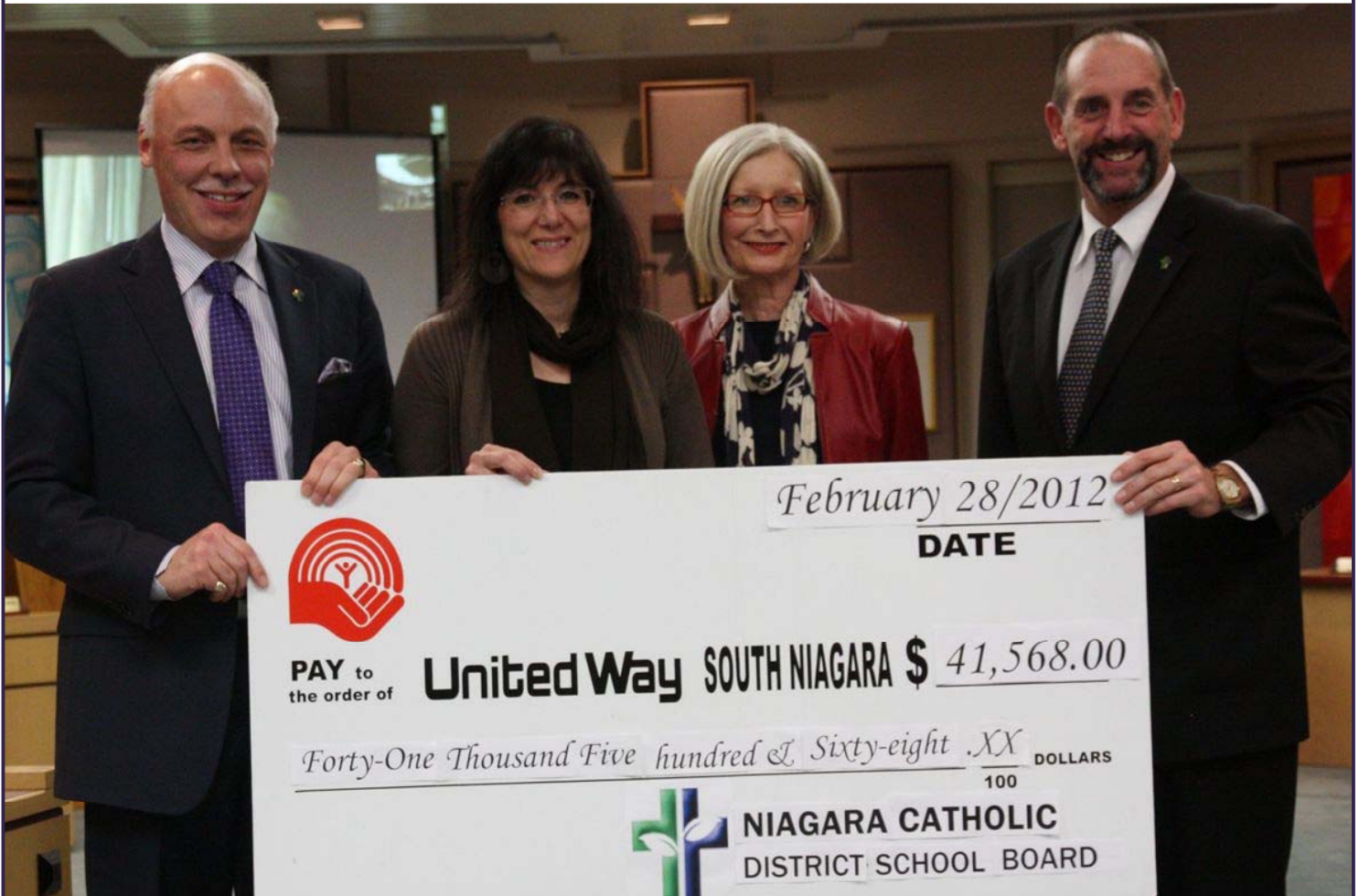
Nurturing Souls & Building Minds

www.niagaracatholic.ca

February 28, 2012



Niagara Catholic Raises More Than \$41,500 for United Way in 2011 Campaign



Niagara Catholic entered the 2011 United Way campaign with a goal to exceed the contributions made the previous year by \$10,000. During the February 28th Board Meeting, Niagara Catholic Director of Education John Crocco, Niagara Catholic United Way Campaign Coordinator Sue Baxter and Niagara Catholic Vice-Chair Maurice Charbonneau presented United Way of South Niagara President Angela Carter (second from right) with a cheque for \$41,568. This amount represents an increase of more than \$15,000 over Niagara Catholic's 2010 United Way campaign. Mr. Crocco served as Welland Campaign Chair of the United Way of South Niagara's 2011 campaign.



**Niagara Catholic's 9th Annual
Technology Skills Competition
March 6th, Seaway Mall, Welland**

Saint Paul Students Jazz Up February Board Meeting with Music



The Saint Paul Catholic High School Jazz Band performed at the February 28th Board Meeting. The students were part of Principal Jeffery Smith's School Excellence Presentation. They were joined by school mascot "Pat the Patriot". Read about Saint Paul Catholic High School's School Excellence Presentation on the following two pages.

Policies Approved

Trustees approved four Policies during the February 28th Board Meeting.

The Policies approved during the meeting are:

- **Community Use of Facilities Policy (800.2);**
- **Niagara Catholic Parent Involvement Committee Policy (800.7);**
- **Catholic Leadership: Principal and Vice-Principal Selection Policy (202.2);** and
- **Employee Workplace Harassment Policy (201.7).**

Get Familiar With ABC's

Carousel Players has thanked Niagara Catholic for many years of support.

In a letter to the Board, General Manager Jane Gardner announced seven Niagara Catholic elementary schools will receive sponsored performances of *Here to Hear*, along with a curriculum guide.

Students in JK-Grade 3 at Father Hennepin, Our Lady of Fatima (SC), Our Lady of Victory, St. Alfred, St. Andrew, St. Anthony and St. Thomas More will see the production.

Carousel Says Thanks

Within all professions, acronyms are used on a regular basis. Acronyms are defined as "words formed from the initial letters of other words."

To assist staff, Trustees and community partners in Catholic education, the *Niagara Catholic Educational Acronyms Booklet 2012* was compiled as a reference to assist in decoding acronyms that appear in text or correspondence.

The Board, administrators and community partners will receive copies of the booklet.

Dress Code: Elementary And Secondary Policy Community Vetting and Consultation

Throughout the consultation process in designing Niagara Catholic's Vision 2020 Strategic Plan, there was strong support and consistent recommendation from students, staff, parents and community members to introduce a student uniform in Niagara Catholic elementary schools.

On February 14th, a revised *Dress Code - Elementary and Secondary Student Uniform Policy* was presented for the consideration of the Policy Committee, requiring all elementary students within Niagara Catholic to wear a specific school uniform commencing no later than September, 2013. With the endorsement of the Policy Committee, we are commencing our vetting process with Catholic stakeholders.

Through letters sent to all families, we are extending an invitation to all elementary students, parents and guardians to attend your elementary Family of Schools presentation. The meeting will consist of a presentation on elementary uniforms and the proposed implementation strategy, followed by an opportunity for discussion. Dates and times of meetings are in the table to the right of this information.

The draft changes to the revised *Dress Code - Elementary and Secondary Uniform Policy* are available for viewing through our Policy Vetting tab on our Board website, niagaracatholic.ca.

Wednesday, March 7th
Special Education Advisory Committee (SEAC)
Thursday, March 8th
Niagara Catholic Parent Involvement Committee (NCPIC)
Tuesday, March 20th to Wednesday, May 2nd
Elementary Family of Schools (Schedule below)

School	Date	Time	Location
Lakeshore Catholic	March 20th	7:00 p.m.	Auditorium
Blessed Trinity	March 28th	7:00 p.m.	Gymnasium
Denis Morris	March 29th	7:00 p.m.	Alumni Theatre
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

School Excellence Program

FOCUS on

Saint Paul Catholic High 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."

Saint Paul Catholic High School opened its doors in Niagara Falls in 1982. More than 930 students call themselves Patriots today.

Saint Paul is a school that is built on a strong foundation of Catholic traditions, values and culture set by its past based on the moral principles established by the Holy Cross Fathers and Sisters. It is known locally, regionally, provincially and nationally through the dedication and achievements of students and staff.

During the February 28th Board Meeting, Principal Jeffery Smith shared with Trustees and Senior Staff the many things that make Saint Paul the indispensable choice for students and parents.

In addition to its exemplary reputation as an integral part of the Niagara Falls community, Saint Paul Catholic High School has a strong record of academic excellence. Teachers and students view student success as a partnership, with each side committed to ensuring the best academic outcome.

Saint Paul students have access to the latest in technology, course options and co-curricular programs. Teachers and administrators are committed to maximizing experiences and opportunities for all students through academic and co-curricular activities which prepare them for the challenges beyond high school. Saint Paul staff encourage students to take advantage of every opportunity available to them.

Through this commitment to student success, Saint Paul students consistently score higher than the provincial average on the Grade 9 mathematics and Grade 10 literacy assessments.

The student-teacher partnership is enhanced by partnerships with parents, parish and the Niagara Falls community.



Above: Saint Paul's "Love is Louder" campaign is one of many the school undertakes each year to promote harmony, equality and diversity.

Left: Students showcase Italian language and culture during the annual Festa Italia celebration each fall.



Top: The Saint Paul Senior Boys Football Patriots won SOSSA to advance to the Golden Horseshoe Bowl in Toronto, last fall.

Centre: Fr. Rico Passero, Associate Pastor of Our Lady of the Scapular Church, speaks to Saint Paul students during an assembly.

Right: Sharly Chan, a member of Saint Paul's Social Climate Committee, thanks Minister of Education Laurel Broten for visiting the school last November. The Minister visited the school to present Saint Paul with a Premier's Safe Schools Award.



In addition to being highly regarded for academic achievement, Saint Paul Catholic High School students are also well known for artistic and athletic excellence.

Earlier this academic year, the Saint Paul Patriots Senior Boys football team played in the Golden Horseshoe Bowl Ontario football championship. Saint Paul athletes have also excelled in OFSAA competitions in a variety of other sports.

Artistically, Saint Paul is also a leader. Each year Saint Paul hosts an arts night, showcases drama productions and a travelling road show and publishes *The Muse* magazine, which includes student literature, poetry, artwork and photography. Graduates such as composer Stephan Moccio, retain close ties to the school and continue to mentor students to help them achieve their dreams.

In keeping with the Catholic belief in social justice and equality, Saint Paul has created a climate of inclusiveness that permeates the school. The Social Climate Committee played an integral role in earning Saint Paul one of 10 Premier's Safe Schools Award by encouraging students to celebrate diversity. The school embraced the national "Love is Louder" campaign, and students continued to promote their anti-bullying message through their original song, "Speak Up, Speak Out."

The home-school-church triad is strong at Saint Paul. The very active Catholic School Council (CSC) organizes a variety of school activities for the school. The CSC is a strong supporter of all of the great things that happen at Saint Paul Catholic High School every day.

Fr. Rico Passero, Associate Pastor of Our Lady of the Scapular Church, is also a regular visitor to the school. His youth and enthusiasm makes him an excellent example and pastoral leader for the young men and women at Saint Paul Catholic High School.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
MARCH 6, 2012**

PUBLIC SESSION

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

March 2012

SUN MON TUE WED THU FRI SAT



4	5	6	7	8	9	10	3
	Speak Out Showcase, CEC	CW Meeting	SEAC Meeting	NCPIC Meeting Int'l Women's Day			
11	12	13	14	15	16	17	
		Tech Skills Competitions-Seaway Mall			March Break >>		
18	19	20	21	22	23	24	
			<< March Break 9-16 >>				
25	26	27	28	29	30	31	
		-Policy & Board Meetings - French, Italian, Spanish Public Speaking Contest				Earth Hour	



Niagara Catholic
District School Board
Events posted at
niagaracatholic.ca