



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, MAY 8, 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 Nieuwesteeg | - |
| 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 April 10, 2012 | A5 |

B. PRESENTATIONS

- | | |
|---|----|
| 1. VEX Robotics Competition 2012 - Holy Cross Catholic Secondary School | B1 |
|---|----|

C. COMMITTEE AND STAFF REPORTS

- | | |
|---|--------|
| 1. Policy Committee | |
| 1.1 Unapproved Minutes of the Policy Committee Meeting of April 24, 2012 | C1.1 |
| 1.2 Approval of Policies | |
| 1.2.1 Playground Equipment Policy (702.1) | C1.2.1 |
| 1.3 Policy Schedule – April 24, 2012 | C1.3 |
| 1.4 Policy Update – April 24, 2012 | C1.4 |
| 2. Festival of Faith 2012 | C2 |
| 3. Capital Priorities Submission | C3 |
| 4. Larkin Estate Admission Awards 2012-2013 | C4 |
| 5. Niagara Catholic Strategic Directions System Priorities 2012-2013 | C5 |
| 6. Full Day Kindergarten Extended Day Programs - Update | C6 |
| 7. Speech and Language Services Demonstration Site Pilot Project - Year 2 Extension | C7 |
| 8. Staff Development Department Professional Development Opportunities | C8 |

- | | |
|-----------------------------------|------|
| 9. Monthly Updates | |
| 9.1 Capital Projects Update | C9.1 |
| 9.2 Student Senate Update | - |
| 9.3 Senior Staff Good News Update | - |

D. INFORMATION

- | | |
|--|------|
| 1. Trustee Information | |
| 1.1 Spotlight on Niagara Catholic – April 24, 2012 | D1.1 |
| 1.2 Calendar of Events – May 2012 | D1.2 |
| 1.3 Catholic Education Week 2012 Letter to Students and Families | D1.3 |
| 1.4 Annual Trustee and Senior Staff Retreat | - |
| 1.5 May Policy Committee Meeting – May 22, 2012 – 2:00 p.m. | - |

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
MEETING DATE**

PUBLIC SESSION

**TOPIC: MINUTES OF THE COMMITTEE OF THE WHOLE
MEETING OF APRIL 10, 2012**

RECOMMENDATION

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of April 10, 2012, as presented.



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

TUESDAY, APRIL 10, 2012

Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, April 10, 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 Fera.

2. Roll Call

Vice-Chairperson Charbonneau noted that all Trustees were in attendance.

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

THAT the Committee of the Whole approve the Agenda of the Committee of the Whole Meeting of April 10, 2012, as presented.

CARRIED

4. **Disclosure of Interest**

A Disclosure of Interest was declared by Trustee Burkholder with Item C8.1. This trustee has a family member who is associated the Quartek Group.

5. **Minutes of the Committee of the Whole Meeting of March 6, 2012**

Moved by Trustee Burkholder

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

CARRIED

B. PRESENTATIONS

C. COMMITTEE AND STAFF REPORTS

1. **Policy Committee**

1.1 **Unapproved Minutes**

Policy Committee Meeting – March 27, 2012

Moved by Trustee O'Leary

THAT the Committee of the Whole receive the unapproved Minutes of the Policy Committee Meeting of March 27, 2012, as presented.

CARRIED

1.2 **Approval of Policies**

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

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

Moved by Trustee O'Leary

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

CARRIED

1.3 Policy Schedule

Director Crocco presented the Policy Schedule.

1.4 Policy Update

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

2. Ninth Annual Niagara Catholic Technology Skills Competition 2012

Mark Lefebvre, Superintendent of Education, presented the report on the Ninth Annual Niagara Catholic Technology Skills Competition 2012 which took place during early March 2012 and concluded with an Awards Ceremony on March 6, 2012 where students in different categories were presented with Gold, Silver and Bronze place medals.

3. Mental Health Workers in Schools

Yolanda Baldasaro, Superintendent of Education, welcomed Colleen Atkinson and David O'Rourke, Special Education Coordinators, who presented the Mental Health Workers in Schools report along with the "Protocol between Contact Niagara, Pathstone Mental Health and Niagara Catholic District School Board" and answered Trustees questions.

4. Elementary and Secondary School Year Calendars – 2012-2013

Frank Iannantuono, Superintendent of Education/Human Resources, presented the Elementary and Secondary School Year Calendars – 2012-2013.

Moved by Trustee Burkholder

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

CARRIED

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

Superintendent Lefebvre presented the Extended Overnight Field Trip/Excursion/Exchange Trip Information.

6. Niagara Catholic Baptism Package

John Crocco, Director of Education, presented Trustees with a copy of the Niagara Catholic Baptism Package which will be provided to all parishes throughout the Diocese of St. Catharines for parents as part of the celebration of the baptism of their child. He indicated that Niagara Catholic continues to develop active and creative initiatives to nurture the distinctiveness of Catholic education and build strong Catholic identities in our communities.

7. 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.

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 information on special events throughout Niagara Catholic schools.

D. INFORMATION

1. Trustee Information

1.1 Spotlight on Niagara Catholic – March 27, 2012

Director Crocco presented the Spotlight on Niagara Catholic – March 27, 2012 issue for Trustees' information.

1.2 Calendar of Events – April 2012

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

1.3 Volunteer Appreciation Breakfast – April 16, 2012

Director Crocco presented information on Niagara Catholic's Volunteer Appreciation Breakfast taking place on April 16, 2012 at the Holiday Inn Hotel & Suites St. Catharines Conference Centre.

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

1.4 United Way Day – April 25, 2012

Director Crocco presented information on the United Way Day taking place April 25, 2012.

1.5 OCSTA Finance Seminar/AGM 2012

Director Crocco discussed the OCSTA AGM 2012 with Trustees in regards to vanpooling to the event.

Trustees were asked to inform Sherry Morena, Administrative Assistant, Corporate Services & Communications if they will be attending the OCSTA Finance Seminar.

E. OTHER BUSINESS

1. General Discussion to Plan for Future Action

- Director Crocco informed Trustees that the Annual Bishop's Gala customarily held in January has been moved to April 19, 2013 for the 10th Annual celebration.
- As recommended at the March Board Meeting, Director Crocco shared an information sheet of questions and answers regarding the proposed Dress Code Policy which will be posted on the Board's website, distributed to all families and presented to parents at future Community Information Meetings.
- Director Crocco informed Trustees that on March 29, Chairperson Burtnik, Superintendents Iannantuono, Forsyth-Sells and Reich along with the Director listened to the Minister of Education roll out of the 2012 Grants for Student Needs announcements. He stated that general information was provided, and that specifics will be released over the next few weeks.

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 9:15 p.m. and reconvened at 9:55 p.m.

G. REPORT ON THE IN-CAMERA SESSION

Moved by Trustee Burkholder

THAT the Committee of the Whole report the motions from the In Camera Session of the Committee of the Whole Meeting of April 10, 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 March 6, 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 March 6, 2012, as presented.

CARRIED (Item F3)

H. ADJOURNMENT

Moved by Trustee Burkholder

THAT the April 10, 2012 Committee of the Whole Meeting be adjourned.

CARRIED

This meeting was adjourned at 9:55 p.m.

Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **April 10th, 2012.**

Approved on the **8th** day of **May 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
MAY 8, 2012**

PUBLIC SESSION

**TOPIC: PRESENTATION/DELEGATION
VEX ROBOTICS COMPETITION 2012
HOLY CROSS CATHOLIC SECONDARY SCHOOL**

Prepared by: Mario Ciccarelli, Superintendent of Education
Frances Brockenshire, Vice-Principal, Holy Cross Catholic Secondary School

Presented by: Mario Ciccarelli, Superintendent of Education
Frances Brockenshire, Vice-Principal, Holy Cross Catholic Secondary School
Jeff Maxwell, Teacher, Holy Cross Catholic Secondary School

Approved by: John Crocco, Director of Education

Date: May 8, 2012



PRESENTATION BACKGROUND

Committee of the Whole Meeting
May 8, 2012

VEX ROBOTICS COMPETITION 2012 HOLY CROSS CATHOLIC SECONDARY SCHOOL

VEX is the largest classroom based robotics competition program in the world.

On April 18th, 2012 Holy Cross Raiders travelled to Anaheim, California to participate in the VEX World's Competition. This is the third year that Holy Cross has participated at this World event. Holy Cross had two robots registered and 23 students attend. The students designed a robot that would pick up balls and cylinders and place them into designated areas while trying to prevent their opponents from scoring. Holy Cross put forth an amazing effort and had the opportunity to work with other students from New Zealand, Hawaii, Malaysia, Singapore, Hong Kong, China, Mexico, and Brazil.

At the World VEX Robotic Competition, 23 countries were represented. There were over 4,800 teams competing in the official 2011-2012 season.

Currently, there are over 50,000 students using the VEX Robotics Platform globally. Vex is the only middle and high school robotics platform with significant infiltration in both classroom instruction and extracurricular competitions. It is also the only platform and competition that continues through both college and university.

The Holy Cross Catholic Secondary School VEX Robotic Team that competed at the World Competition will present a visual report on their participation at the competition in Anaheim, California.

Prepared by: Mario Ciccarelli, Superintendent of Education
Frances Brockenshire, Vice-Principal, Holy Cross Catholic Secondary School

Presented by: Mario Ciccarelli, Superintendent of Education
Frances Brockenshire, Vice-Principal, Holy Cross Catholic Secondary School
Jeff Maxwell, Teacher, Holy Cross Catholic Secondary School

Approved by: John Crocco, Director of Education

Date: May 8, 2012

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
MAY 8, 2012**

PUBLIC SESSION

**TOPIC: POLICY COMMITTEE - UNAPPROVED MINUTES
MEETING OF APRIL 24, 2012**

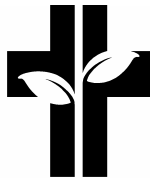
RECOMMENDATION

1.1 THAT the Committee of the Whole recommend that the Niagara Catholic District School Board receive the unapproved Minutes of the Policy Committee Meeting of April 24, 2012, as presented.

The following recommendations are being presented for the Committee of the Whole's consideration from the Policy Committee Meeting of April 24, 2012:

1.2.1 Playground Equipment Policy (702.1)

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Playground Equipment Policy (702.1), as presented.



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

MINUTES OF THE POLICY COMMITTEE MEETING

TUESDAY, APRIL 24, 2012

Minutes of the Policy Committee Meeting held on Tuesday, April 24, 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 Director of Education Crocco. Director Crocco presided over the meeting until the election of the Policy Committee Chairperson.

1. Opening Prayer

The meeting was opened with a prayer.

2. Attendance

Committee Members in Attendance:

Kathy Burtnik, Trustee
Dino Sicoli, Trustee

Committee Members Excused:

Ed Nieuwesteeg, Committee Chairperson

Trustees:

Ryan Creelman, Student Trustee
Patrick Morris, Student Trustee

Staff:

John Crocco, Director of Education
Frank Iannantuono, Superintendent of Education
Mark Lefebvre, Superintendent of Education
James Woods, Controller of Plant
Jennifer Brailey, Manager of Corporate Services & Communications Department
Sherry Morena, Administrative Assistant - Corporate Services & Communications Department
/Recording Secretary

3. Election of Committee Chairperson

In Trustee Nieuwesteeg's absence, Trustee Burtnik indicated that he wished to have his name stand for Chair of the Policy Committee.

Moved by Trustee Burtnik

THAT Trustee Nieuwesteeg be elected to the position of Chairperson of the Policy Committee.
APPROVED

There were no further nominations forthcoming. Trustee Nieuwesteeg was acclaimed to the position of Chairperson of the Policy Committee.

Trustee Burtnik Chaired the Policy Committee Meeting in Committee Chair Nieuwesteeg's absence.

4. Approval of Agenda

Trustee Sicoli expressed concern in regards to the large number of policies currently being vetted.

Director Crocco explained that in regular circumstances, there would normally be between three (3) and five (5) policies being vetted at the same time, but due to extended timelines to vet certain policies it resulted in a larger number of policies being vetted with the same submission due date.

5. Disclosure of Interest

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

6. Minutes of the Policy Committee Meeting of March 27, 2012

Moved by Trustee Sicoli

THAT the Policy Committee approve the Minutes of the Policy Committee Meeting of March 27, 2012, as amended to change "*Committee of the Whole*" to "*Policy Committee*" in the motion outlined in 6.2 Playground Equipment Policy.

APPROVED

7. Policies

POLICIES - FOR RECOMMENDATION TO APRIL 24, 2012 BOARD

John Crocco, Director of Education, presented the amendments to the Student Senate Policy (100.6) and the Student Trustees Policy (100.4) along with the feedback from the vetting process including the possibility of having senior elementary students involved in some aspects of the Student Senate.

Director Crocco informed the Policy Committee that at the request of the Student Senate the Policy is being presented at the April Policy Committee Meeting for recommendation to the April 27, 2012 Board Meeting for approval in order to be in effect for the Student Leadership Symposium in May 2012.

7.1 Student Senate Policy (100.6)

Trustees asked questions of Director Crocco and discussed the Policy and Administrative Guidelines and suggested the following amendment:

ADMINISTRATIVE GUIDELINES

11a) "*The pupil must be a practicing Roman Catholic. ~~whose residence is designated English-Separate Supporter/Elector.~~*"

Moved by Trustee Sicoli

THAT the Policy Committee recommend to the Niagara Catholic District School Board approval of the Student Senate Policy (100.6), as amended.

APPROVED

7.2 Student Trustees Policy (100.4)

Trustees asked questions of Director Crocco and discussed the Policy and Administrative Guidelines and suggested the following amendment:

STATEMENT OF POLICY

- a) *“The pupil must be a practicing Roman Catholic. ~~whose residence is designated English-Separate Supporter/Elector.~~”*

Moved by Trustee Sicoli

THAT the Policy Committee recommend to the Niagara Catholic District School Board approval of the Student Trustees Policy (100.4), as amended.

APPROVED

POLICIES – FOR RECOMMENDATION TO MAY 8, 2012 COMMITTEE OF THE WHOLE

7.3 Playground Equipment Policy (702.1)

James Woods, Controller of Plant, presented the amendments to the Playground Equipment Policy.

Trustees asked questions of Mr. Woods and discussed the Policy and Administrative Guidelines and recommended the following amendments:

STATEMENT OF POLICY

Paragraph 3

“The Board recognizes the ~~need for age~~ appropriate use of playground equipment and adult supervision, as well as the fact that that playground equipment will be utilized by the community outside of the normal school day.”

ADMINISTRATIVE GUIDELINES

Playground Monitoring and Maintenance

YEARLY INSPECTIONS - Paragraph 2

“Reported injuries that have occurred on the playground equipment must be recorded and immediately reported to the Principal, Family of Schools’ Superintendent, and the Superintendent of Business & Finance with a copy to Plant Services.”

Moved by Trustee Sicoli

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

APPROVED

POLICIES - PRIOR TO VETTING

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

Frank Iannantuono, Superintendent of Education/Human Resources, presented the amendments to the Assignment of Principals and Vice-Principals Policy (202.1).

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

POLICY STATEMENT

Paragraph 3 – Sentence 1

“The Niagara Catholic District School Board ~~Principal and Vice-Principal in the Catholic system~~ requires Catholic Principals and Vice-Principals ~~demand a qualified educator who is a~~ are persons of faith, vision, commitment and leadership.”

“Our schools benefit from a continuity and stability in leadership. The Principal’s and Vice-Principals tenure at a school should normally be of sufficient duration for the...”

Paragraph 6

“Catholic Principals and Vice-Principals are ~~the central figures within~~ part of the leadership of the Niagara Catholic District School Board representing the mission and vision on a daily basis within each school community and on a system-wide basis.”

Paragraph 7

“Principals and Vice-Principals will experience assignment to different schools throughout their career.”

Paragraph 10 - Sentence 1

“In ~~special~~ all circumstances, the Director of Education will assign a Principal or Vice-Principal, based on system needs.”

Paragraph 10 - Sentence 3

“Annually, the Director will report to the Board on the assignments of Principals and Vice-Principals”

ADMINISTRATIVE GUIDELINES

Assignment Process

1. *“In consultation with the school Principal, ~~all teaching~~ any assigned instructional or support duties of the Vice-Principal must be approved by Senior Administrative Council on an annual basis.”*
3. *“Schools will have a Principal and if necessary the ~~board~~ Director of Education will appoint a person who holds the qualifications as a supervising principal to supervise the administration of one or two elementary schools, operated by the board and such person shall be subject to the authority of the appropriate supervisory officer. (~~Ed. Act regulations, Section 9(4).~~”*
- 3-4. Combine 3 & 4 into one statement.
5. Senior Administrative Council to review.
7. *“The calculation of Vice-Principal Allotment will be determined by school enrolment ~~will be~~ based upon the FTE (Full time Equivalent) as of March 31st of the previous year giving consideration to projected enrolment increases or decreases as of September in the current year.”*

10. *"~~Notwithstanding the general guidelines, The Director of Education may transfer and/or remove a Vice Principal to a school regardless of the student enrolment based on, but not limited to the following;...~~"*

The Policy Committee agreed that the Assignment of Principals and Vice-Principals Policy (202.1) will begin the vetting process from May 3 to June 20, 2012.

7.5 Attendance Areas Policy (301.3)

Controller of Plant Woods, presented the amendments to the Attendance Areas Policy (301.3).

Trustees asked questions of Mr. Woods and discussed the Policy and Administrative Guidelines and suggested the following amendments:

ADMINISTRATIVE GUIDELINES

2. ACCOMMODATION PLANNING

Paragraph 2

"The Controller of Plant shall report annually to the Director of Education outlining accommodation utilization and identifying identification of potential attendance area boundary reviews and new schools, school additions, school consolidations or school closures."

Paragraph 3

"The Director of Education will provide recommendations to the Board where an Ad-hoc Attendance Area Review Committee may be required due to changing demographics and the need for new schools, school additions, school consolidations or school closures."

3. SCHOOLS IDENTIFIED FOR ATTENDANCE AREA REVIEWS

Point 2

"when new schools, school additions, school consolidations or school closures are being ~~planned~~ considered."

4. AD-HOC ATTENDANCE AREA REVIEW COMMITTEE

Add the following point:

- e. Catholic School Council Chairs of each of the identified schools within the Ad Hoc Attendance Area Review Committee will be invited to participate as a resource to the Committee.*

5. AD-HOC ATTENDANCE AREA REVIEW COMMITTEE RECOMMENDATIONS

Point 3

"The Board shall make a decision regarding the report as recommended by the Committee of the Whole. the Ad-hoc Committee's recommendation(s)."

Point 4

"The Director of Education and Senior Administrative Council will develop ~~and~~ a plan to implement the Board direction motion."

The Policy Committee agreed that the Attendance Areas Policy (301.3) will begin the vetting process from May 3 to June 20, 2012.

7.6 Student Parenting Policy (302.5)

Mark Lefebvre, Superintendent of Education, presented the amendments to the Student Parenting Policy (302.5).

Trustees asked questions of Superintendent Lefebvre and discussed the Policy and Administrative Guidelines and suggested that the Policy be referred back to Senior Administrative Council for review.

8. Information

8.1 Policies Being Vetted - May 4, 2012

- Bottled Water Policy (New)
- Christian Community Service Policy (400.3)
- Diabetes Management Policy (New)
- Dress Code Policy – Safe Schools (302.5.6)
- Educational Field Trips Policy (400.2)
- Education-Based Research Policy (301.2)
- Electronic Communications Systems Policy (Employees) (201.12)
- Electronic Communications Systems Policy (Students) (301.5)
- Employee Code of Conduct & Ethics Policy (New)
- Employee Hiring and Selection Policy (New)
- Fundraising Policy (301.4)

8.2 Policy Schedule

Director Crocco presented the Policy Schedule as of April 24, 2012.

8.3 Policy Update

Director Crocco presented the Policy Update.

9. Date of Next Meetings

- May 22, 2012 – 2:00 p.m.

10. Adjournment

The meeting adjourned at 6:30 p.m.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
MAY 8, 2012**

PUBLIC SESSION

**TOPIC: POLICY COMMITTEE
PLAYGROUND EQUIPMENT POLICY (702.1)**

RECOMMENDATION

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Playground Equipment Policy (702.1), as presented.

Prepared by: James Woods, Controller of Plant
Presented by: Policy Committee
Recommended by: Policy Committee
Date: May 8, 2012



Niagara Catholic District School Board

PLAYGROUND EQUIPMENT POLICY

Adopted: April 28, 1998

Policy No. 702.1

Revised:

STATEMENT OF POLICY

In keeping with the Mission, Vision and Values of the Niagara Catholic District School Board, ~~The the Niagara Catholic District School Board recognizes that –playground equipment on its school sites has been provided through is a supportive component to the school program. The Board encourages the participation of school and community groups in raising funds for its the purchase, installation, inspection and maintenance of the playground equipment in accordance with the guidelines on playground equipment.~~

The Board also encourages the formation of community partnerships to assist in the purchase, installation and maintenance of playground equipment and surfaces in accordance with the guidelines on playground equipment.

~~The Board recognizes the appropriate use of playground equipment and adult supervision, as well as the fact that that playground equipment will be utilized by the community outside of the normal school day.~~

~~Effective September 1, 2012-2013, Playground Equipment shall no longer be installed on school sites except where financial commitments have previously been made.~~

~~Effective September 1, 2013, protective ground surfacing for all existing playground equipment shall be poured in place rubber as per the Administrative Guidelines~~

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

Reference Publications:

- *CAN/CSA-Z614-07 (Canadian Standard Association for Children's Playspaces and Equipment)*
- *ASTM F 1292-99 (American Society for Testing Materials-Standard Test Method for Shock-Absorbing Properties of Playing Surface Systems and Materials)*
- *Ontario School Boards' Insurance Exchange – Advisory Bulletins*



Niagara Catholic District School Board

PLAYGROUND EQUIPMENT POLICY

Adopted: April 28, 1998
Revised: October 21, 2004

Policy No. 702.1

ADMINISTRATIVE GUIDELINES

Introduction~~Definition~~

~~Playground equipment is a place for students to improve their physical and social skills. With proper design, inspection, maintenance and supervision, this equipment can provide hours of enjoyment. Students using playground equipment are owed a “Duty of Care” by those in authority. It is expected that a reasonable standard of safety and care will be provided. Elements that will facilitate a reasonable standard of safety and care include: maintenance, supervision, first aid, emergency procedures, record keeping, staff training, compliance with standards and inspections.~~

For the purpose of this document, “Playground Equipment” is defined as a play structure, anchored to the ground, or two or more play structures that are attached or functionally linked that provide one or more play activity, and are for **approved** use in the play areas of Niagara Catholic Elementary Schools.

New Playground Equipment

1. All new installations of playground equipment must be reviewed and approved by **the Controller of Plant in accordance with this Policy and Administrative Guidelines.** ~~the Plant Operations Service Unit The Controller of Plant and Plant Services staff Plant Operations Services~~ will review items such as the age appropriateness of the proposed play structure, location, drainage, underground utilities (gas, water, telephone, cable, hydro, drainage pipes) and compliance with standards and regulations. As well, the resources allocated to the life-cycle maintenance of the equipment will be reviewed.
2. All equipment must comply with current working Standard: CAN/CSA Z614-2003-07, which supersedes the May 1998 version of the CSA Standard (CSA Z614 1998). ~~The technical specifications laid out in the CSA Z614 2003 Standard are not intended to prevent all injuries on play equipment, but they are intended to minimize the likelihood of life threatening and debilitation injuries.~~
3. All playground equipment **and installation shall must** be purchased from a reputable equipment manufacturer with adequate product liability insurance, installation instructions and part list. ~~through Niagara Catholic Purchasing Services.~~
4. ~~The construction/installation of the play equipment shall be done according to the manufacturer specifications by CPSI trained installers (Canadian Playground Safety Institute) or equivalent.~~
- 5.4. The **Accessibility** for Ontarians with Disabilities Act (AODA) compels School Boards to have their buildings, premises and structures accessible. Playgrounds are included in the Act. All new playground equipment installations must be AODA compliant (site to be accessible and equipment to include ground level accessible equipment for student enjoyment).

6. ~~Engineered wood fibre and synthetics (rubber) are the only two surfacing materials that comply with the accessibility standard, therefore these two are the recommended surfacing material for new installations. A drainage plan must be incorporated as part of the protective surfacing material installation process.~~
7. ~~A method of containment for surfacing materials, such as an excavated pit or plastic timbres shall be provided to help keep surfacing material in the intended protective surfacing zone. Wooden boarders shall not be used.~~
5. **Effective September 2012, for all new playground installations, protective ground surfacing must be poured-in-place seamless chemical- binder/rubber-filler synthetic surface to a sufficient depth to achieve critical height protection per CAN/CSA Z614-2007. Loose fill surfacing is not acceptable.**
8. ~~Residents adjacent to the schoolyard are to be advised by the Principal of the plans and given an opportunity to express opinions, if any.~~
- 9.6. ~~Location of the equipment and construction/installation will take place under the direction and supervision of the Plant Operation Services Unit.~~ **Services.**
- 10.7. ~~All installed equipment becomes the property of the Board.~~
8. ~~No equipment regardless of the funding source, shall be installed without there being sufficient school generated funds for the ongoing inspection and maintenance of the equipment and grounds. (\$4,000 2,000 or more should be available every year for maintenance of the equipment or protective surfacing).~~

Existing Playground Equipment

1. Equipment that is deemed unsafe shall be put out of bounds to students pending repairs or removal. Equipment is to be removed from a school upon direction of the ~~Manager of Plant Operations Services~~ **Controller of Plant**, after consultation with the Principal, where repairs to the equipment to make it safe cannot be cost effectively implemented. **Where playground equipment is removed or not installed at elementary schools, it will be the responsibility of the Board to provide active playground areas painted on the asphalt playground.**
2. It is recommended that whenever possible preschool play facilities be separated from school-aged play facilities and the entire play area to be contained within a fenced perimeter. The inspection of such fenced play space for small children will be done by a qualified Playground Inspector appointed by the ~~Daycare or Early Year Centre~~ **Provider**. Any actions arising from the inspection report, renovations, repairs or replacements of equipment or surfacing material within this area will be the responsibility of the ~~Daycare or Early Year Centre~~ **Provider**.
3. ~~It is expected that equipment built and installed prior to July 2003 will likely not be in compliance with the specifications of the CSA Z614 2003 Standard. It must be kept in mind that CSA Z614 2003 Standard does not require play structure to be removed or retrofit simply because it pre-dates the current standard and has items or issues on non-compliance. If properly maintained, most structures can be expected to serve the balance of their expected life span. Playgrounds need only to comply with the CSA Standard in place at the time the playground was built and installed (older equipment with safety concerns should be removed).~~
- 4.3. ~~To avoid skin contact on existing wood borders built with CCA pressure treated lumber, it is recommended that a cedar top cap must be secured to the existing border.~~
5. ~~It is recommended that equipment installed prior to 1990, be scheduled for removal or replacement over the next two years (if deemed unsafe).~~
4. Principals shall maintain sufficient funds **as determined by the Controller of Plant** for the ongoing **inspection and** maintenance of the **playground** equipment and **surfacing**. ~~grounds (\$4,000 2,000 or more should be available every year for maintenance of the equipment or protective surfacing).~~

Playground Equipment Near Facilities Under Construction

1. Equipment that is within the construction site of a renovation or addition to the existing facility shall be put out of bounds to students until the construction is completed.
2. ~~An evaluation of the existing equipment will be undertaken to determine if the equipment is cost effective to relocate. Criteria used in the evaluation are age, condition, relocation cost, age appropriateness, and type of equipment.~~
3. ~~Should the equipment be relocated, the cost of relocation will be covered by the Capital Construction Budget. If the equipment is deemed to be too cost prohibitive to repair and relocate, funding for replacement equipment up to \$12,000 will be available from the Capital Construction Budget.~~
- 4.2. The playground equipment shall not be used until any disturbed protective surfacing has been restored according to the requirements of the current Standard **and cleared for student use by Plant Services.**

Playground Safety

Proper supervision is a key component to student safety on the playground. ~~To be an effective supervisor, the~~

The following steps, **while not all encompassing**, will assist **staff in supervising students using playground equipment**:

- ensure the equipment is used properly
- ~~ensure students are not using the equipment beyond their physical ability~~
- monitor and control the number of students who have access to the equipment
- ~~be in a proper position to observe all participants~~
- ~~anticipate hazardous situations~~
- enforce safety rules and sanction students not following the rules
- ~~check childrens' clothing and shoelaces to ensure there are no potential hazards~~

Winter Use

The playground equipment is NOT safe for use if there is/are:

1. Freezing temperatures - at temperatures below 0 C, very few types of protective ground surfacing remain resilient enough to offer any degree of protection to a falling child - regardless of depth. ~~If the ground cover is frozen, the play equipment is NOT safe for use.~~
2. Snow build-up - snow can cause two problems on a play structure - firstly, it can make play surfaces very slippery; secondly, it can create suffocation hazards if the openings at the end of tube slides or similar structures become closed in by drifting snow.
3. Ice or freezing rain - ice or freezing rain can make play surfaces, hand grips and stairways very slippery, increasing the risk of slip and fall injuries.
4. ~~Clothing - winter clothing is much different than normal clothing. Synthetic materials, such as nylon, reduce sliding resistance, particularly on plastic slide beds. This can increase the travel speed on this equipment to a dangerous level, and if combined with frozen ground cover, can increase the chance of injury.~~

Playground equipment cannot be operated safely under the winter conditions as described above, schools should place this equipment "off limits" during these conditions.

Playground Risk Management Strategy

In determining what is the best course of action to maintain playground equipments, a prioritization system will be introduced. The three priority levels that are applied to each piece of equipment are:

Priority #1 – Hazards which are life threatening or permanently disabling;

Priority #2 – Hazards which are serious and may cause non-disabling injury;

Priority #3 – Hazards that may cause slight injury, or equipment not in compliance with CSA Z614-2003-07

The Risk Management Strategy ~~will~~ **shall** be completed yearly by a playground inspector appointed by the ~~Plant Operations Service Unit~~ **Plant Services**.

Playground Monitoring and Maintenance

Monitoring should consist of retaining documentation of **daily/weekly** inspection reports by the custodian, with noted deficiencies and copies of completed work orders to validate that the deficiencies have been corrected. Custodians ~~should~~ **must** maintain accurate logs to verify inspections of play equipment.

DAILY INSPECTION: ~~This is a~~ **A** walk-through inspection ~~shall~~ **must take place**, each morning, prior to the ~~children's~~ **students'** arrival. The custodian ~~is looking~~ **shall must inspect** for overnight vandalism to the structure itself, or harmful debris on and under the structure., ~~such as broken glass, syringes, etc. Does the groundcover require raking to ensure a resilient base to cushion falls?~~ This walk-through ~~should~~ **shall must** be logged, and **any** action taken documented.

WEEKLY INSPECTION: ~~The~~ **A** weekly inspection ~~would~~ **shall must** be conducted by the custodian. ~~It would entail checking~~ **to check** for loose bolts, ~~wearing on chains or swing seats, etc.,~~ and the general security of the structure. ~~These w~~ **Weekly inspections shall must** be logged, and ~~the~~ **any** action **taken** documented.

If a weakness is identified in a structure and it cannot be immediately repaired, the equipment ~~should~~ **shall must** be removed from service until repairs can be made.

YEARLY INSPECTIONS: Every year a comprehensive written report ~~shall~~ **must** be ~~completed~~ **prepared** by a **certified** playground inspector appointed by ~~the Plant Operations Services Unit~~ **Plant Services**, ~~documenting the results of a detailed inspection performed.~~ These reports will be made available to the ~~schools~~ **Principal in order to implement the** ~~for implementing~~ necessary repairs.

~~Any~~ **Reported** injuries ~~that have~~ **that have** occurred on the playground ~~equipment~~ **equipment** ~~shall~~ **must** be recorded and immediately reported to the **Principal, Family of School Superintendent and the** ~~Plant Operations Services Unit~~ **Superintendent of Business & Finance with a copy to Plant Services** using the injury form available on the Intranet.

Reference Publications:

~~CAN/CSA Z614-03 (Canadian Standard Association for Children's Playspaces and Equipment)~~

~~ASTM F 1292-99 (American Society for Testing Materials Standard Test Method for Shock-Absorbing Properties of Playing Surface Systems and Materials)~~

~~OPA Playability Tool Kit, 2003 (Ontario Park Association Tool Kit for Building Accessible Playspaces)~~

~~OSBIE Risk Management Advisory Bulletins~~

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
MAY 8, 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: May 8, 2012



POLICY SCHEDULE

UPDATED MAY 8, 2012 (Sorted by Policy Name)

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

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

Policy #	POLICY NAME	Policy Issued	Reviewed	PC	CW	BD	AG	Reviewed	Resp
			Revised	Projected Presentation Timelines			Issued	Revised	
301.2	Education-Based Research	1998	2011	Mar. 2012	June 2012	June 2012	1998	2011	LAFS
201.12	Electronic Communications Systems (Employees)	2006	2006	Feb. 2012	June 2012	June 2012	2006	2006	MC
301.5	Electronic Communications Systems (Students)	2006		Feb. 2012	June 2012	June 2012	2006		MC
100.8	Electronic Meetings (Board and Committees)	2005					N/A	N/A	JC
201.9	Employee Attendance During Inclement Weather & Workplace Closure	2002	2012				2002	2012	FI
NEW	Employee Code of Conduct & Ethics	NEW		Feb. 2012	June 2012	June 2012	NEW		FI
201.15	Employee Conferences, Workshops & Meetings	2007					2007		LR
NEW	Employee Hiring and Selection	NEW		Feb. 2012	June 2012	June 2012	NEW		FI
201.1	Employee Leaves of Absence	1998	2001				1998	2001	FI
201.14	Employee Meals & Hospitality	2007					2007		LR
201.7	Employee Workplace Harassment *	2002	2012				2002	2012	FI
201.11	Employee Workplace Violence *	2002	2010				2002	2010	FI
400.6	Environmental Stewardship	2011					2011		JW
100.10	Equity and Inclusive Education	2010	2010				2010	2010	YB
100.5	Establishment and Cyclical Review of Policies	1998	2010				1998	2010	JC
800.6	Facility Partnerships	2010					2010		JW
301.4	Fundraising	2002		Feb. 2012	June 2012	June 2012	2002		LR
NEW	Leadership Succession Plan	NEW		May 2012	Sept. 2012	Sept. 2012	NEW		FI
600.3	Monthly Financial Reports	1998	2010				N/A	N/A	LR
100.7	Niagara Catholic Education Award of Distinction	2004	2005				2004	2005	FI
800.7	Niagara Catholic Parent Involvement Committee	2011	2012				2011	2012	LAFS
302.7	Nutrition	2005	2011				2005	2011	YB
201.6	Occupational Health & Safety *	2002					2002		FI
301.7	Ontario Student Record (OSR)	2006					2006		ML
302.6.1	Opening or Closing Exercises - <i>Safe Schools</i>	2001	2002				2001	2002	FI
702.1	Playground Equipment	1998	2004	Oct. 2011	May 2012	May 2012	1998	2004	JW
400.4	Prior Learning Assessment & Recognition (PLAR)	2003					2003		ML
302.6.9	Progressive Student Discipline - <i>Safe Schools</i>	2008	2010				2008	2010	FI
701.2	Pupil Accommodation Review	1998	2010				1998	2010	JW
600.1	Purchasing/Supply Chain Management (previously Purchasing of Goods & Services)	1998	2011				1998	2011	LR
600.2	Records Management	1998	2011				1998	2011	JC
201.4	Reimbursement of Travel Expenses	1998	2008				1998	2008	LR
100.10	Religious Accommodation	2010	2010				2010	2010	YB
201.3	Religious Education Courses for Staff	1998	2002				1998	2002	FI
201.2	Retirement & Service Recognition Celebration	1998	2010				1998	2010	FI
302.3	Safe Arrival	1999	2010				1999	2010	FI
302.8	Safe Physical Intervention with Students	2009					2009		LAFS
302.6	Safe Schools	2001	2008	May 2012	Sept. 2012	Sept. 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		Sept. 2012	Nov. 2012	Nov. 2012	2006		LR
201.13	Sexual Misconduct	2006					2006		FI
302.6.5	Student Expulsion- <i>Safe Schools</i>	2001	2009				2001	2009	FI
301.11	Student Fees	2011	2011				2011	2011	YB
302.5	Student Parenting	2001		April 2012	Sept. 2012	Sept. 2012	2001		ML
100.6	Student Senate	2000	2012				2000	2012	JC
302.6.4	Student Suspension- <i>Safe Schools</i>	2001	2009				2001	2009	FI
500.2	Student Transportation	2007	2010	TBD	TBD	TBD	2007	2010	LR
100.4	Student Trustees	1998	2012				1998	2012	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
MAY 8, 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: May 8, 2012



REPORT TO THE COMMITTEE OF THE WHOLE MEETING AS AT MAY 8, 2012

POLICY UPDATE

BACKGROUND INFORMATION

The Policy Update 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	May 2012	Sept. 2012	Sept. 2012	B
2	Leadership Succession Plan	May 2012	Sept. 2012	Sept. 2012	C
POLICIES BEING REVIEWED					
3	Bullying Prevention & Intervention-Safe Schools (302.6.8)	May 2012	Sept. 2012	Sept. 2012	D
4	Safe Schools (302.6)	May 2012	Sept. 2012	Sept. 2012	E
5	School Generated Funds (301.6)	Sept. 2012	Nov. 2012	Nov. 2012	F
6	Student Parenting (302.5)	Sept. 2012	Nov. 2012	Nov. 2012	G
7	Student Transportation (500.2)	TBD	TBD	TBD	H
POLICIES BEING VETTED (May 3 to June 20, 2012)					
1	Assignment of Principals & Vice-Principals (202.1)	April 2012	Sept. 2012	Sept. 2012	
2	Attendance Areas (301.3)	April 2012	Sept. 2012	Sept. 2012	
POLICIES VETTED (March 28 to May 4, 2012)					
1	Bottled Water	Feb. 2012	June 2012	June 2012	
2	Christian Community Service (400.3)	Feb. 2012	June 2012	June 2012	
3	Diabetes Management	Feb. 2012	June 2012	June 2012	
4	Dress Code - Safe Schools (302.6.6)	Feb. 2012	June 2012	June 2012	
5	Educational Field Trips (400.2)	Mar. 2012	June 2012	June 2012	
6	Education-Based Research (800.5)	Mar. 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	Employee Code of Conduct & Ethics	Feb. 2012	June 2012	June 2012	
10	Employee Hiring and Selection	Feb. 2012	June 2012	June 2012	
11	Fundraising (301.4)	Feb. 2012	June 2012	June 2012	

POLICIES BEING PRESENTED TO THE COMMITTEE OF THE WHOLE				
1	Playground Equipment (702.1)	Oct. 2011	May 2012	May 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: April 24, 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 May 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			May 2012		
Stakeholders	Date of Draft Policy Reviewed			May 2012		
Policy Committee	Date of Draft Policy Reviewed			May 2012		
Committee of the Whole	Date of Draft Policy Reviewed			September 2012		
Board	Date of Draft Policy Reviewed			September 2012		
COMMENTS						
<p>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.</p>						
STATUS OF POLICY GUIDELINES (For Information - Issued by Director of Education)						



POLICY UPDATE

For the Month of May 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 <input checked="" type="checkbox"/>
			Sr. Admin. Council
			Ministry of Education

Distribution of Vetting					
Trustees	<input checked="" type="checkbox"/>	OECTA Occasional	<input checked="" type="checkbox"/>	NC Parent Involvement Committee	<input checked="" type="checkbox"/>
Principals/V-Principals	<input checked="" type="checkbox"/>	Student Services	<input checked="" type="checkbox"/>	Pastors	<input checked="" type="checkbox"/>
Director	<input checked="" type="checkbox"/>	CUPE	<input checked="" type="checkbox"/>	S.E.A.C.	<input checked="" type="checkbox"/>
Superintendents	<input checked="" type="checkbox"/>	Managers/Supervisors	<input checked="" type="checkbox"/>	Bishop	<input checked="" type="checkbox"/>
Curriculum Support Staff	<input checked="" type="checkbox"/>	Principals/V-Principals Council	<input checked="" type="checkbox"/>	Board Solicitor	<input checked="" type="checkbox"/>
OECTA Elementary	<input checked="" type="checkbox"/>	Non-Unionized Staff	<input checked="" type="checkbox"/>	Student Senate	
OECTA Secondary	<input checked="" type="checkbox"/>	Catholic School Council Chairs	<input checked="" type="checkbox"/>	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	May 2012
Stakeholders	Date of Draft Policy Reviewed	May 2012
Policy Committee	Date of Draft Policy Reviewed	May 2012
Committee of the Whole	Date of Draft Policy Reviewed	September 2012
Board	Date of Draft Policy Reviewed	September 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 May 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	May 2012
Stakeholders	Date of Draft Policy Reviewed	May 2012
Policy Committee	Date of Draft Policy Reviewed	May 2012
Committee of the Whole	Date of Draft Policy Reviewed	September 2012
Board	Date of Draft Policy Reviewed	September 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 May 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	May 2012
Stakeholders	Date of Draft Policy Reviewed	May 2012
Policy Committee	Date of Draft Policy Reviewed	May 2012
Committee of the Whole	Date of Draft Policy Reviewed	September 2012
Board	Date of Draft Policy Reviewed	September 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 May 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	September 2012
Stakeholders	Date of Draft Policy Reviewed	September 2012
Policy Committee	Date of Draft Policy Reviewed	September 2012
Committee of the Whole	Date of Draft Policy Reviewed	November 2012
Board	Date of Draft Policy Reviewed	November 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 May 2012

STEP 1 – NOTIFICATION OF INTENT TO COMMITTEE OF THE WHOLE

Name of Policy Student Parenting Policy (302.5)

Resource Mark Lefebvre, Superintendent of Education

Distribution of Vetting

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

STEP 2 – DRAFT POLICY REVIEW

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

STEP 1 – NOTIFICATION OF INTENT TO COMMITTEE OF THE WHOLE

Name of Policy Student Transportation Policy (500.2)

Resource Larry Reich, Superintendent of Business & Financial Services

Distribution of Vetting

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

STEP 2 – DRAFT POLICY REVIEW

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

COMMENTS

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

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

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**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
MAY 8, 2012**

PUBLIC SESSION

TOPIC: FESTIVAL OF FAITH 2012

The report on the
Festival of Faith 2012
is presented for information.

Prepared by: Deborah McCaffery, Board Chaplaincy Leader
Presented by: Deborah McCaffery, Board Chaplaincy Leader
Approved by: John Crocco, Director of Education
Date: May 8, 2012



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO THE COMMITTEE OF THE WHOLE MEETING MAY 8, 2012

FESTIVAL OF FAITH 2012

BACKGROUND INFORMATION

In alignment with Vision 2020 to enhance and enrich faith experiences for our students, the First Annual Faith Festival for all Grade 7 students in Niagara Catholic was held at the Holiday Inn Suites and Convention Centre in St. Catharines on May 1st and 2nd, 2012.

Emceed by Student Senate Co-Chairs Ryan Creelman and Patrick Morris, this half-day event featured facilitator Fr. Tony Ricard from New Orleans who brought an engaging energy and an inspiring faith-filled message. Our Grade 7 students reveled in the experience of his witness.

Using humour and interaction, Fr. Tony brought to life the Creation story and reminded students of God's great love for each of us. Fr. Tony also included some of his Mama's wisdom "Remember who you are and don't be stupid!"

Musical presentations from Saint Paul Catholic High School and Blessed Trinity Catholic Secondary School, together with a dramatic presentation by St. Francis Catholic Secondary School students completed the prayerful and inspirational First Annual Niagara Catholic Festival of Faith for all 1,700 Grade 7 students in Niagara Catholic.

The two day event was divided into Family of Schools presentations as outlined below:

	Tuesday, May 1st, 2012	Wednesday, May 2nd, 2012
Morning	Denis Morris Family of Schools St. Francis Family of Schools	Blessed Trinity Family of Schools Holy Cross Family of Schools
Afternoon	Lakeshore Catholic Family of Schools Notre Dame College Family of Schools	Saint Michael Family of Schools Saint Paul Family of Schools

A video presentation will accompany this report to visually highlight the Festival of Faith.

This Festival of Faith 2012 report is presented for information.

Prepared by: Deborah McCaffery, Board Chaplaincy Leader

Presented by: Deborah McCaffery, Board Chaplaincy Leader

Approved by: John Crocco, Director of Education

Date: May 8, 2012

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
MAY 8, 2012**

PUBLIC SESSION

TOPIC: CAPITAL PRIORITIES SUBMISSION

RECOMMENDATION

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Capital Priorities submission to the Ministry of Education as presented in this report.

Prepared by: Larry Reich, Superintendent of Business and Financial Services
Presented by: Larry Reich, Superintendent of Business and Financial Services
Approved by: John Crocco, Director of Education
Date: May 8, 2012



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO THE COMMITTEE OF THE WHOLE MEETING MAY 8, 2012

CAPITAL PRIORITIES SUBMISSION

BACKGROUND INFORMATION

On March 29, 2012 the Ministry of Education announced that up to \$350 million will be available for school board Capital Priorities that address *accommodation pressure, facility condition* and/or *school consolidation*, and needed by 2015-2016.

The Ministry is requesting that school boards submit their requests for Capital Priority funding with associated business cases, in order of highest and most urgent need, through the Ministry *School Facilities Inventory System* by May 31, 2012.

The following is a summary of proposed projects in order of priority for submission to the Ministry:

	Facility	Need	Project	Cost
1.	St. James	facility condition, school consolidation	addition and renovations	\$1,500,000
2.	Our Lady of Mount Carmel	facility condition, school consolidation	alterations and renovations	\$2,000,000
3.	Lakeshore Catholic	accommodation pressure	addition/alterations to eliminate portable classrooms	\$5,500,000

RECOMMENDATION

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Capital Priorities submission to the Ministry of Education as presented in this report.

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

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

Recommended by: John Crocco, Director of Education

Date: May 8, 2012

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
MAY 8, 2012**

PUBLIC SESSION

TOPIC: LARKIN ESTATE ADMISSION AWARDS 2012-2013

RECOMMENDATION

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the payment of scholarships for the Larkin Estate Admission Awards for 2012-2013, as noted in the report.

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

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

Recommended by: John Crocco, Director of Education

Date: May 8, 2012



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO THE COMMITTEE OF THE WHOLE MEETING MAY 8, 2012

LARKIN ESTATE ADMISSION AWARDS 2012-2013

BACKGROUND INFORMATION

The Larkin Estate Admission Awards are administered by the Board of Trustees of the Niagara Catholic District School Board. Funding for the awards comes from a bequest from the estate of Maria Eveleen Larkin and Aimee Theresa Larkin. These awards have been administered annually since 1969 by the Board of Trustees of the former Lincoln County Roman Catholic District School Board.

The Larkin Estate Admission Award is available to graduates of a Catholic high school situated in the jurisdiction of the Niagara Catholic District School Board. Candidates must be enrolled in St. Michael's College, University of Toronto, or a school of nursing, social service work or a college or university offering such course.

The applicants have been made aware that they must provide proof that they have registered in the eligible courses and/or school in order to receive the award. This proof is in the form of an official letter from the registrar of either St. Michael's College or a school of nursing, social service work or a college or university offering such course. Candidates are also obliged to submit evidence of successful completion of their year's study in order to qualify for a renewal of the award.

According to the terms of the bequest, the undistributed earnings may be paid to eligible students who are approved by the Board. The Larkin Estate Admission Award is a four-year renewal program.

Based on the current account balance of \$6,001.41 and the projected interest revenue, we recommend that the Board approve the payment of the following scholarships on a go forward basis:

- 1) \$1,000 – 8 scholarships of \$125 for year 1 applicants
- 2) \$2,250 – 9 scholarships of \$250 for year 2 applicants
- 3) \$1,000 – 7 scholarships of \$500 for year 3 applicants
- 4) \$500 – 1 scholarship of \$500 for a year 4 applicant

A list of applicants for years 2, 3 and 4, previously approved by the Board, is hereby enclosed as appendix A.

RECOMMENDATION

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the payment of scholarships for the Larkin Estate Admission Awards for 2012-2013, as noted in the report.

PREPARED BY: Mark Lefebvre, Superintendent of Education
Larry Reich, Superintendent of Business and Financial Services

PRESENTED BY: Mark Lefebvre, Superintendent of Education
Larry Reich, Superintendent of Business and Financial Services

RECOMMENDED BY: John Crocco, Director of Education

DATE: May 8, 2012

LARKIN ESTATE AWARDS 2012-2013

Renewal Applicants

Applicant Name & College or University	Year	Degree/Diploma	Graduate of
Ashley Litalien Niagara College	2	Nursing	Notre Dame College School
Courtney Kovacich University of Toronto	2	Humanities - BA	Lakeshore Catholic High School
Benjamin Courtney McMaster University	2	Nursing - BScN	Blessed Trinity Catholic Secondary School
Alysha Ducharme Niagara College	2	Social Service Worker	Notre Dame College School
Melaney Turner McMaster University	2	Nursing - BScN	Notre Dame College School
Angela Laramée-Marchio Fleming College	2	Child & Youth Worker	Notre Dame College School
Lindsay Paquette Lambton College	2	Child and Youth Worker	Notre Dame College School
Katie Lynn McLean McMaster University	2	Nursing	Holy Cross Catholic Secondary School
Michael Favero McMaster University	2	Nursing (BScN)	Denis Morris Catholic High School
Elizabeth Marie Toner Brock University	3	Child and Youth Studies	Holy Cross Secondary School
Amanda Lefleur Niagara College	3	Child and Youth Worker	Notre Dame College School
Hilary Nolle McMaster University	3	Nursing	Notre Dame College School
Samantha Symonds Western University	3	Social Science (Linguistics)	Notre Dame College School
Erika Rogers Brock University	3	Nursing – B. SC.	Notre Dame College School
Olivia Hunter Trent University	3	Nursing	Notre Dame College School
Ashley Cascanette McMaster University	3	Nursing – B. SC.	Blessed Trinity Catholic Secondary School
Ariana Visentin Brock University	4	Nursing - BSN	Denis Morris Catholic High School

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
MAY 8, 2012**

PUBLIC SESSION

**TOPIC: NIAGARA CATHOLIC STRATEGIC DIRECTIONS
SYSTEM PRIORITIES 2012-2013**

RECOMMENDATION

THAT the Committee of the Whole recommend to the Niagara Catholic District School Board the approval of the Niagara Catholic Strategic Directions System Priorities 2012-2013, as presented.

Prepared by: Senior Administrative Council
Presented by: John Crocco, Director of Education
Recommended by: John Crocco, Director of Education
Date: May 8, 2012



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO THE COMMITTEE OF THE WHOLE MEETING MAY 8, 2012

NIAGARA CATHOLIC STRATEGIC DIRECTIONS SYSTEM PRIORITIES 2012-2013

BACKGROUND INFORMATION

In compliance with the April 24th, 2012 Board Motion approving the timeline for the submission of the Niagara Catholic Strategic Directions System Priorities for 2012-2013 and the Niagara Catholic Vision 2020 Strategic Plan, the Niagara Catholic Strategic Directions System Priorities 2012-2013 are presented for the Board's consideration. (Appendix A)

Based on the expectations and outcomes of the Vision 2020 Strategic Plan, the recommended Niagara Catholic Strategic Directions System Priorities 2012-2013 builds on the 2011-2012 Niagara Catholic System Priorities. Rooted in the Board approved Vision 2020 Strategic Directions and Enabling Strategies, the specific priorities are intended to provide the framework to measure the progress in achieving the two (2) Strategic Directions and the seven (7) Enabling Priorities within Vision 2020.

Senior Administrative Council continues to refine the proposed System Priorities 2012-2013 following consultation and input through discussions with Principals and staff through Director's Meetings, Student Senate, department staff at the Catholic Education Centre, Student Achievement Councils, Special Education Advisory Council and the Niagara Catholic Parent Involvement Committee, Senior Administrative Council will utilize the System Priorities as the focus in designing the Annual Board Budget for 2012-2013.

Once approved by the Board, a copy of the Niagara Catholic System Priorities 2012-2013 will be sent to all Principals, Vice-Principals, Managers, Bishop Bergie and the Diocese of St. Catharines, Catholic School Councils, the Special Education Advisory Committee and the Niagara Catholic Parent Involvement Committee. A poster size copy of the 2012-2013 Strategic Directions System Priorities will be placed in a public location in all schools, Board sites and the Catholic Education Centre for review by students, staff, parents and guests to Niagara Catholic. A copy will also be placed on the Board web and Facebook sites.

A Mid-Year Progress Review Report of the 2012-2013 System Priorities will be presented at the January 2013 Board Meeting with a Niagara Catholic System Priorities 2012-2013 Achievement Report presented at the September 2013 Board Meeting.

RECOMMENDATION

THAT the Committee of the Whole recommend to the Niagara Catholic District School Board the approval of the Niagara Catholic Strategic Directions System Priorities 2012-2013, as presented.

Prepared by: Senior Administrative Council
Presented by: John Crocco, Director of Education
Recommended by: John Crocco, Director of Education
Date: May 8, 2012



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

NIAGARA CATHOLIC STRATEGIC DIRECTIONS SYSTEM PRIORITIES 2012-2013

STRATEGIC DIRECTIONS

Build Strong Catholic Identity and Community to Nurture the Distinctiveness of Catholic Education

- To conduct a Niagara Catholic elementary and secondary Student Conference 2013 focusing on the theme of Growing in Wisdom by April 2013.
- To enhance our distinctive Catholic educational system by implementing the first year of the Niagara Catholic Faith Formation program, *Growing in Wisdom to Worship and Witness* by June 2013.
- To enhance our Elementary Chaplaincy Leader program in elementary schools through the addition of Elementary Chaplaincy Leaders who, through Family of Schools, will implement the Niagara Catholic Faith Formation Program and the Journey Retreat Program in all elementary schools by June 2013.
- To enhance local, national and international social justice experiences for elementary and secondary students by June 2013.

Advance Student Achievement for All

- To continue to support all students who are six years of age in the development of literacy skills, particularly in learning to read by June 2013.
- To continue to develop and implement specific literacy and numeracy strategies to support all students from early learning kindergarten programs to graduation by June 2013.
- To develop a school-based inquiry process focusing on mathematical processes, problem solving and communication with all secondary mathematics teachers by June 2013.
- To consolidate an inquiry based model of teaching and learning in all elementary and secondary schools by June 2013.
- To expand language acquisition for elementary and secondary students through the introduction of French Immersion at designated sites and specific international languages to meet the needs of students by June 2013.
- To nurture global citizenship of our students through enhanced national and international educational travel opportunities for students and staff by June 2013.
- To enhance e-Learning initiatives in Niagara Catholic by June 2013.
- To continue with system implementation of the Ministry of Education Policy, “Growing Success Assessment, Evaluation and Reporting in Ontario Schools”, and the Niagara Catholic Assessment, Evaluation and Reporting K-12 Policy for all schools in the Board by June 2013.

- To continue to advance student achievement with Ministry of Education, Board and School teaching and learning initiatives on the Provincial EQAO Primary and Junior Assessments, the EQAO Secondary Mathematics Assessment, the Ontario Secondary School Literacy Test (OSSLT) and classroom assessments to close the achievement gap by June 2013.
- To align and design initiatives to achieve the target of 85% graduation rate of 2012-2013 Grade 12 students by June 2013.
- To continue to advance student achievement using the Learning for All, K-12 (Draft 2011) resource as an integrated process of assessment and instruction in all elementary and secondary schools in the Board by June 2013.
- To continue to advance student achievement, through the development and implementation of the Board Improvement Plan for Student Achievement (BIPSA), and School Improvement Plans (SIP), for every elementary and secondary school focusing on the pillars of Faith, Community, Culture and Caring, Literacy, Numeracy, and Pathways in all schools by June 2013.

ENABLING STRATEGIES

Provide Supports for Success

- To design, implement and assess the model of intervention strategies, programs and services within the Niagara Catholic Mental Health and Addictions Plan by June 2013.
- To implement the Social Workers in Schools protocol in cooperation with Pathstone Mental Health and Contact Niagara to continue to address the need for increased supports for children and youth mental health by June 2013.
- To promote and design programs and supports for healthy lifestyles of students and staff by June 2013.
- To provide continued supports and coordinate training on Applied Behaviour Analysis (ABA) instructional methods and resources to increase capacity of school and Board staff to use ABA methods by June 2013.

Enhance Technology for Optimal Learning

- To implement the Course Planner component of the Career Cruising platform in all secondary schools by October 2012.
- To design a technology refresh program for the Niagara Catholic Data Center by November 2012.
- To design and implement a Smart Technology Training Program for staff by December 2012.
- To design and implement a Niagara Catholic Technology Security Program by January 2013.
- To conduct Niagara Catholic Technology Conferences for staff to engage in selected technology training delivered by Board approved companies by April 2013.
- To increase the number of technological devices for optimal learning in schools by June 2013.
- To research, select and train all administrators on a student achievement software program by June 2013.

Building Partnerships and Schools as Hubs

- To continue to build capacity with Trustees, the Diocese of St. Catharines, Parishes, administrators, staff, the Student Senate, Niagara Catholic Parent Involvement Committee, Catholic School Councils, Special Education Advisory Council and parents/guardians by

providing information and opportunities for dialogue on Catholic education for all students in the Niagara Catholic District School Board by June 2013.

- To develop and implement programs through the engagement of community groups and the community use of schools program to address the needs of children and families including nutrition, physical activity and literacy by June 2013.
- To continue to expand educational-based research projects in the Board, by sharing current research, and by extending research partnerships with outside agencies by June 2013.

Strengthen Human Resource Practices and Develop Transformational Leadership

- To implement the Niagara Catholic Attendance Support Program for staff of Niagara Catholic by September 2012.
- To implement the electronic Professional Development Registration and Tracking Program for staff by October 2012.
- To develop a consistent tool for the scoring, assessment and evaluation component of the interview process for all job classes within the Niagara Catholic District School Board by January 2013.
- To develop within the Employee Hiring and Selection Policy specific Administrative Guidelines for designated non-teaching job classes by March 2013.
- To continue with the development and implementation of the second year of the Niagara Catholic Human Resources Certificate Program for all Principals, Vice-Principals and Senior Administrators by May 2013.

Create Equity and Accessibility of Resources

- To increase the knowledge, awareness and acceptance of equity and diversity initiatives with all staff and students by June 2013.
- To implement the strategies within the 2012-2013 Board Improvement Plan for Student Achievement by June 2013.
- To implement a plan to identify and remove barriers to individuals with disabilities in Board facilities as identified in the 2012-2013 Niagara Catholic Accessibility Plan and the Integrated Accessibility Standards Regulation by August 31, 2013.

Ensure Responsible Fiscal and Operational Management

- To ensure that all Catholic Education Centre departments develop Operational Plans and review cycles, which align with the Vision 2020 Strategic Plan by October 2012.
- To consolidate key risks and mitigate budget factors into a single risk plan in connection with the annual budget for 2012-2013 by October 2012.
- To ensure that the School Generated Funds Policy and related Procedures Manual are finalized by November 2012 and that school administration staff are trained to implement the Policy and Administrative Guidelines by March 2013.
- To initiate the upgrading of the Budgetary Accounting System Computer Program in collaboration with other school Boards through the Educational Computer Network of Ontario by June 2013.
- To continue to develop, implement and monitor the day cleaning program in all school facilities by June 2013.

- To develop and implement measurement systems for the reduction of energy consumption, diversion of waste from landfill, reduction of greenhouse gas emissions and school ground greening through the Green Niagara Catholic program by June 2013.
- To comply with Ministry of Education requirements for fiscal financial management by presenting to the Board a balanced budget for 2012-2013 by June 2013.
- To ensure that the Internal Audit Plans are presented to the Audit Committee as required throughout 2012-2013.
- To ensure that the External Audit Plans are presented to the Audit Committee as required throughout 2012-2013.

Address Changing Demographics

- To develop a report on school capacities, enrolment, attendance area boundaries and building utilization with recommendations to address changing demographics within Niagara Catholic by January 31, 2013.

Revised Version May 1, 2012

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
MAY 8, 2012**

PUBLIC SESSION

**TOPIC: FULL DAY KINDERGARTEN
EXTENDED DAY PROGRAMS**

The report on Full Day Kindergarten
Extended Day Programs is presented for information.

Prepared by: James Woods, Controller of Plant Services
Presented by: Mark Lefebvre, Superintendent of Education
Approved by: John Crocco, Director of Education
Date: May 8, 2012



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO THE COMMITTEE OF THE WHOLE MEETING MAY 8, 2012

FULL DAY KINDERGARTEN EXTENDED DAY PROGRAMS

BACKGROUND INFORMATION

On June 8, 2011, the Ministry of Education released Memorandum 2011:EL4 – Regulatory Amendments Respecting Full-Day Junior Kindergarten and Kindergarten and Extended Day and Third Party Programs. This memorandum included new information and regulatory requirements to comply with Ontario Regulation 221/11 – (Extended Day and Third Party Programs).

Subject to regulations, policies and guidelines, boards now have the choice to either directly operate a before and/or after extended day school program or ensure the operation of a third party before and after school extended day program at FDK schools.

Niagara Catholic has received approval from the Ministry of Education to implement the operation of Full Day Junior Kindergarten and Kindergarten Programs in twenty one (21) sites in the 2012-13 school year. For Niagara Catholic the list of schools include: St. Joseph, Grimsby, Our Lady of Fatima, St. Catharines, St. Denis, St. Patrick, Niagara Falls, Father Hennepin, St. Mary, Welland, Holy Name, St. Therese, St. Mark, Our Lady of Victory, Cardinal Newman, Mary Ward, Mother Teresa, Notre Dame, Our Lady of Fatima, Grimsby, Sacred Heart, St. Alfred, St. Anthony, St. Charles, St. George, and St. Michael.

Fee Calculation Process: Determination of Daily Base Fee and Non-Instructional Day Fee:

District school boards were required to determine a board-wide base daily fee if: it intended to operate the program in the upcoming school year, it has not determined whether it will operate or ensure a third party program will be in operation or if it intends to enter into a third party agreement but has not yet been advised by the third party with respect to the fee that would be charged. Using the fee calculation tool template provided by the Ministry of Education, a board base daily fee of \$23.50 and non-instructional day fee of \$47.50 was calculated. Niagara Catholic posted the fees and communicated them to parents through letters on January 9, 2012.

Viability of Extended Day Programs:

The Board is not required to ensure the provision of an Extended Day Program at sites where:

- a) there is a projected enrolment of less than 20 pupils in at least one part of the day (before or after school) and,
- b) the appropriate projected pupil enrolment cannot be reached by using up to 5 pupils who will be enrolled in Grades 1 and 2.

Survey results were collected for all 21 sites to determine if there was sufficient interested in non-instructional day care using the Niagara Region's Waitlist online registration program. Extended Day Program viability was determined at the following schools:

Holy Name, Cardinal Newman, Our Lady of Fatima, Grimsby and St. Mark.

A Request for Proposal process was used to select third-party childcare operator(s) to manage the Extended Day Program at the above-mentioned schools. The successful operator is the YMCA. The proposed daily before and after fee for the YMCA Extended Day Program is \$14.90.

Third-party childcare operators are currently running before and after school programs at the following school sites which were deemed not viable for an Extended Day Program: Cardinal Newman, Father Hennepin, Holy Name, Mary Ward, Mother Teresa, Our Lady of Fatima, Grimsby, Our Lady of Fatima, St. Catharines, Our Lady of Victory, St. Alfred, St. Anthony, St. Charles, St. Denis, St. Joseph, Grimsby, St. Mark and St. Michael. These programs will continue to operate during the 2012-13 school year.

Submission of Information and Confirmations, Declarations and Affirmations to the Ministry:

District school boards will be required to collect relevant information and complete the Ministry provided Extended Day Fees Excel Workbook to calculate a base daily fee (based on an extended day program unit size of 25 pupils) and actual daily fees for site specific locations.

The following are the timelines for the process:

1. Boards are required to post the following information on their websites and communicate this information to the relevant parents before the last day of April of the preceding school year:
 - Which of the Board's schools will have extended day and/or third party programs in the upcoming school year,
 - Which schools will not have extended day and/or third party programs in the upcoming school year,
 - The minutes of operation of the extended day and/or third party programs,
 - The times of the day that the before and/or after school portions of the extended day and/or third part programs will operate,
 - The non-instructional days, if any, on which the extended day and/or third party programs will operate,
 - Whether the extended day and/or third party programs will include older pupils (eg. Grades 1 to 6),
 - Information regarding how to apply for fee subsidies for extended day and/or third party programs.
2. Boards are required to submit the following information to the Minister through workbook and affirmation no later than May 15 of the preceding school year:
 - A list of the schools in which the board will operate extended day programs in the upcoming school year and the calculations for extended day actual fees and actual non-instructional day fees (where applicable),
 - A list of the schools in which the board will ensure operation of a third party program in the upcoming school year, the name of the third party operating at the school and the fees that the third party has advised the board it will charge,

- A list of the schools where the board has determined that extended day and/or third party programs are not viable, as well as the information on which this conclusion was based and an affirmation that this conclusion was reached in good faith,
- Affirmation that a third party program(s) meets the requirements under the Education Act,
- Affirmation that if a board has entered into an agreement with a for-profit operator, it did so in compliance with the requirements set out in O. Reg. 221/11.

An appropriate affirmation with regard to the selection of a third party provider for viable schools and the collection of information for non-viable schools will be submitted by the timelines provided by the Ministry of Education.

The report on Full Day Kindergarten Extended Day Programs is presented for information.

Prepared by: James Woods, Controller of Plant Services
Presented by: Mark Lefebvre, Superintendent of Education
Approved by: John Crocco, Director of Education
Date: May 8, 2012

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
MAY 8, 2012**

PUBLIC SESSION

**TOPIC: SPEECH AND LANGUAGE DEMONSTRATION SITE PILOT
- YEAR 2 EXTENSION**

The report on the Speech and Language Demonstration Site Pilot
- Year 2 Extension, is presented for information.

Prepared by: Yolanda Baldasaro, Superintendent of Education
Presented by: Yolanda Baldasaro, Superintendent of Education
Approved by: John Crocco, Director of Education
Date: May 8, 2012



REPORT TO THE COMMITTEE OF THE WHOLE MEETING MAY 8, 2012

SPEECH AND LANGUAGE DEMONSTRATION SITE PILOT - YEAR 2 EXTENSION

BACKGROUND INFORMATION

The December 6th, 2011 Committee of the Whole Report, Speech and Language Demonstration Site Pilot, outlined the process, selection and award of budget for the Niagara demonstration site to support the achievement of its outcomes as outlined in its Expression of Interest to partner with community agencies and district school boards to integrate and streamline speech and language services for students, from birth to Grade 3.

The Niagara Peninsula Children's Centre acts as the Lead Agency for the Niagara demonstration site. Throughout this school year, Jackie Van Lankveld, Coordinator of Niagara Preschool Speech and Language Program for the Niagara Peninsula Children's Centre and Site Manager for the project, has been working in collaboration with the Niagara Catholic District School Board, the District School Board of Niagara, the Niagara Health System and the Hamilton, Niagara, Haldimand Brant Community Care Access Centre, to oversee the implementation, data collection, and reporting requirements. The following Niagara Catholic elementary schools were selected, and have been willing participants as pilot locations for the Niagara Speech and Language demonstration site:

- St. Anthony Catholic School
- St. Denis Catholic School
- St. Thomas More Catholic School
- Father Hennepin Catholic School

This past April 2012, the Ministers of Education (EDU), Children and Youth Services (MCYS) and Health and Long-Term Care (MHLTC) announced the extension of the seven provincial tri-ministry speech and language demonstration sites to August, 2013. The decision to extend the project was based on the advice of the seven demonstration sites, the provincial Speech and Language Advisory committee, and the evaluator of this project Deloitte Inc.

The extension will allow more information to be gathered about the impact of service integration and the various site models on child/student outcomes and transitions experienced by children and their families. The additional year will allow for a comparison of the short and long-term costs of each model as well as the impacts of Year 1 activities on children/students in year two.

The goals of the project remain the same. Site models will continue to be evaluated to the extent to which they:

- Improve continuity;
- Reduce wait list and wait times;
- Improve speech, language and literacy outcomes;
- Improve transitions from community to school; and
- Improve cost effectiveness.

To support the achievement of the outcomes above, the tri-ministries will provide the Niagara demonstration site with an additional \$150,000 for the second year of the project.

The Niagara Peninsula Children's Centre (NPCC) will continue to act as the Lead Agency for this project. Jackie Van Lankveld, Coordinator of Niagara Preschool Speech and Language Program will once again oversee the Year 2 extension as the Site Manager.

Sincere appreciation and thanks is extended to Ms. Van Lankveld, the Principals, Classroom Teachers, Early Childhood Educators, Educational Resource Teachers, Speech Language Pathologists, Communicative Disorders Assistants and Special Education Coordinators for their combined dedication in supporting the Year 1 pilot implementation. The extension letter received by Ms. Van Lankveld from the tri-ministers congratulates the Niagara demonstration site for its excellent work so far, and the ministers are looking forward to continuing to learn from our experiences as we all work together to improve services for young children/students and their families.

The report on Speech and Language Demonstration Site Pilot – Year 2 Extension
is presented for information.

Prepared by: Yolanda Baldasaro, Superintendent of Education
Presented by: Yolanda Baldasaro, Superintendent of Education
Approved by: John Crocco, Director of Education
Date: May 8, 2012

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
MAY 8, 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: May 8, 2012



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO THE COMMITTEE OF THE WHOLE MEETING MAY 8, 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 May 8, 2012 through June 8, 2012.

Thursday, May 10, 2012

Elementary and Secondary New Teacher Induction Program (NTIP) Mentor and Leadership Identification (LIP) Candidates

- A workshop presented by Dr. Avis Glaze to both groups of teachers dealing with Mentoring Teachers at the Classroom Level and the importance of Coaching and Mentoring in Succession Planning in Education.

Monday, May 14, 2012

Secondary Mathematics Teachers - Teacher Learning Critical pathway (TLCP)

- The fifth and final workshop to train this group of teachers from all eight High Schools in assessing student needs, creating rich diagnostic and summative tasks, co-planning/co-teaching engaging 3-part lessons and sharing in the consolidation of student learning.

Wednesday, May 16, 2012

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

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

Secondary Guidance, Co-operative Education and Student Success Teachers – Career Cruising

- A workshop designed to train this group of teachers from all eight high schools on the "Career Cruising" web-based application intended to assist students with help from teachers and parents to explore current, new and evolving career pathways as they work their way through grades 9 to 12.

Thursday, May 17, 2012

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

- The fourth and final workshop for this group of teachers and their principals from St. Mary (Welland) 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.

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

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

Friday, May 18, 2012

Board-Wide Faith Day – Professional Activity

- An individual school based Faith Day throughout Niagara Catholic schools that aligns with our Board's three-year cycle of a System Faith Day, Family of Schools Faith Day and Individual School based Faith Day. For 2012. School based Faith Formation Teams, under the guidance of the System Chaplaincy Leader, have planned programs for the day and submitted them to their Family of Schools Superintendent for approval. The plans comprise all staff, both teaching and support and will follow the time-frame of a normal school day.

Wednesday, May 23, 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.

Elementary and Secondary Teachers – Leadership Identification Program (LIP) Faith Formation

- The final workshop for this group of Leadership hopefuls who at the end of this session will have completed the Board's two-year Leadership Identification Program, which will feature a Faith Formation workshop on "Servant Leadership." The session will also see a commissioning ceremony as the culminating item.

Thursday, May 24, 2012

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

- The final workshop for this year's crop of teachers involved in the Ministry of Education mandated program that will explore the vocation of Catholic Teaching and end with a commissioning ceremony marking their transition from a "New" teacher to an "Experienced" one.

Monday, June 4, 2012, 2012

Early Learning Kindergarten Program (ELKP) Teachers - New in September 2012

- The first of two workshops for this group of teachers who will be teaching the expanded Full-Day Early Learning Kindergarten programs in our Board in September. The training is meant to review Ministry of Education expectations regarding the physical and pedagogical requirements to make the learning environment as effective as possible for the students who will be in it.

Tuesday, June 5, 2012

Early Learning Kindergarten Program (ELKP) Teachers - New in September 2012

- The second of two workshops for this group of teachers who will be teaching the expanded of Full-Day Early Learning Kindergarten programs in our Board in September. The training is meant to review Ministry of Education expectations regarding the physical and pedagogical requirements to make the learning environment as effective as possible for the students who will be in it.

Friday, June 8, 2012

Elementary Daily Occasional Teachers

- A workshop planned in conjunction with OECTA for this group of teachers who will receive training that will assist those who are called in to supply teach in French as a second language classrooms. They will also receive training in Writing Report Card Comments and Special Education Assistive Technology.

A power point presentation on the Alternative Dispute Resolution (ADR) Human Resources Certification Workshop held on April 14, will accompany this report.

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

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

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

Approved By: John Crocco, Director of Education

Date: May 8, 2012

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
MAY 8, 2012**

PUBLIC SESSION

TOPIC: CAPITAL PROJECT UPDATE

The Capital Project Update
is presented for information

Prepared by: James Woods, Controller of Plant
Presented by: Larry Reich, Superintendent of Business and Financial Services
Approved by: John Crocco, Director of Education
Date: May 8, 2012



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO COMMITTEE OF THE WHOLE MAY 8, 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:	Larry Reich, Superintendent of Business and Financial Services
Approved by:	John Crocco, Director of Education
Date:	May 8, 2012



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
MAY 8, 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. Cost savings in phase 2 has allowed additional renovations (Phase 3 - new Chapel, office & guidance renovations) to be completed over the summer vacation.

Project Information:

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

Project Funding:

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

\$11,329,915

Project Costs:

	Budget	Paid	Forecast
Contract, Phase 1	1,435,925	1,440,130	1,440,130
Contract, Phase 2	7,873,905	4,344,903	6,835,375
Contract, Phase 3	0	0	700,808
Fees & Disbursements	880,000	1,020,659	1,144,790
Furniture & Equipment	700,085	42,766	176,816
Other Project Costs	440,000	219,978	1,031,996
	\$11,329,915	\$7,068,436	\$11,329,915

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 & 3	17 August 2012	
Occupancy	4 September 2012	
Official Opening & Blessing	November 2012	

Project Team:

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



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
MAY 8, 2012**

APPENDIX B

CARDINAL NEWMAN CATHOLIC ELEMENTARY SCHOOL

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



Current Status:
Construction is underway and on schedule.

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:		Project Costs:			
		Budget	Paid	Forecast	
FDK Grant	434,584	Construction Contract	350,000	0	403,483
Facilities Renewal	53,483	Fees & Disbursements	70,000	58,270	70,000
	\$488,067	Furniture & Equipment	5,000	0	5,000
		Other Project Costs	9,584	5,316	9,584
			\$434,584	\$63,586	\$488,067

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

Project Team:

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



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
MAY 8, 2012**

APPENDIX C

MARY WARD CATHOLIC ELEMENTARY SCHOOL

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

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

Project Information:

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



Project Funding:

FDK Grant	434,584
	\$434,584

Project Costs:

	Budget	Paid	Forecast
Construction Contract	350,000	0	350,000
Fees & Disbursements	50,000	28,733	50,000
Furniture & Equipment	10,000	0	10,000
Other Project Costs	24,584	8,825	24,584
	\$434,584	\$37,558	\$434,584

Project Timelines:

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

Project Team:

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



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
MAY 8, 2012**

APPENDIX D

OUR LADY OF FATIMA CATHOLIC ELEMENTARY SCHOOL, GRIMSBY



Scope of Project:

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

Current Status:

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

Project Funding:

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

Project Costs:

	Budget	Paid	Forecast
Construction Contract	1,200,000	1,043,137	1,200,000
Fees & Disbursements	78,250	81,860	78,250
Other Project Costs	130,900	97,028	130,900
	\$1,409,150	\$1,222,025	\$1,409,150

Project Timelines:

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

Project Team:

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



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
MAY 8, 2012**

APPENDIX E

SACRED HEART CATHOLIC ELEMENTARY SCHOOL

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

Current Status: Construction is now underway and on schedule



Project Information:

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

Project Funding:

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

Project Costs:

	Budget	Paid	Forecast
Contract	350,000	26,333	493,433
Fees & Disbursements	50,000	32,709	50,000
Furniture & Equipment	10,000	0	10,000
Other Project Costs	24,584	4,013	24,584
	\$434,584	\$63,055	\$578,017

Project Timelines:

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

Project Team:

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



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
MAY 8, 2012**

APPENDIX F

SAINT MICHAEL CATHOLIC HIGH SCHOOL

Scope of Project:

Design and construction of a ten classroom addition.

Current Status:

Schematic Designs are being prepared.

Project Information:

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



Project Funding:

Capital Priorities 5,527,880

\$5,527,880

Project Costs:

	Budget	Paid	Forecast
Construction Contract	4,450,000	0	4,450,000
Fees & Disbursements	500,000	0	500,000
Furniture & Equipment	50,000	0	50,000
Other Project Costs	527,880	1,131	527,880
	<u>\$5,527,880</u>	<u>\$1,131</u>	<u>\$5,527,880</u>

Project Timelines:

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

Project Team:

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



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
MAY 8, 2012**

APPENDIX G

ST. ALFRED CATHOLIC ELEMENTARY SCHOOL

Scope of Project:

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

Current Status:

Construction is now underway and on schedule.

Project Information:

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



Project Funding:

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

Project Costs:

	Budget	Paid	Forecast
Construction Contract	350,000	0	438,164
Fees & Disbursements	40,000	26,787	40,000
Furniture & Equipment	5,000	0	5,000
Other Project Costs	39,584	5,185	39,584
	\$434,584	\$31,972	\$522,748

Project Timelines:

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

Project Team:

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



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
MAY 8, 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. Portables have been removed
Exterior site work is in progress.

Project Information:

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



Project Funding:

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

Project Costs:

	Budget	Paid	Forecast
Construction Contract	1,396,000	1,648,725	1,396,000
Fees & Disbursements	146,700	196,232	150,556
Furniture & Equipment	15,000	65,129	15,000
Other Project Costs	671,504	87,394	667,648
	\$2,229,204	\$1,997,480	\$2,229,204

Project Timelines:

	<u>Scheduled Completion</u>	<u>Actual Completion</u>
Funding Approval	19/12/2008 & 15/06/2010	15 June 2010
Architect Selection	26 July 2009	26 July 2009
Design Development	23 December 2009	10 August 2010
Contract Documents	17 February 2011	17 February 2011
Tender & Approvals	22 February 2011	8 March 2011
Construction	16 December 2011	16 December 2011
Occupancy	9 January 2012	9 January 2012
Official Opening & Blessing	28 May 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
MAY 8, 2012**

APPENDIX I

ST. CHARLES CATHOLIC ELEMENTARY SCHOOL

Scope of Project:

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

Current Status:

Construction is now underway.

Project Information:

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



Project Funding:

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

Project Costs:

	Budget	Paid	Forecast
Construction Contract	870,000	28,999	980,736
Fees & Disbursements	100,000	78,448	100,000
Furniture & Equipment	20,000	2,027	20,000
Other Project Costs	96,462	8,836	96,462
	\$1,086,462	\$118,310	\$1,197,198

Project Timelines:

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

Project Team:

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



NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
MAY 8, 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:

	Budget	Paid	Forecast
Construction Contract	1,041,818	1,012,206	1,041,818
Fees & Disbursements	78,250	75,989	78,250
Other Project Costs	184,305	61,951	184,305
	<u>\$1,304,373</u>	<u>\$1,150,146</u>	<u>\$1,304,373</u>

Project Timelines:

	Scheduled Completion	Actual Completion
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
MAY 8, 2012**

APPENDIX K

ST. MARTIN CATHOLIC ELEMENTARY SCHOOL

Scope of Project:

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

Current Status:

Client-architect agreement is being prepared for signature.

Project Information:

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



Project Funding:

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

Project Costs:

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

Project Timelines:

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

Project Team:

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



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
MAY 8, 2012**

APPENDIX L

ST. MICHAEL CATHOLIC ELEMENTARY SCHOOL

Scope of Project:

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

Current Status:

Construction is now underway.

Project Information:

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



Project Funding:

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

Project Costs:

	Budget	Paid	Forecast
Construction Contract	350,000	0	461,405
Fees & Disbursements	50,000	47,282	55,000
Furniture & Equipment	10,000	0	10,000
Other Project Costs	24,584	6,156	24,584
	\$434,584	\$53,438	\$550,989

Project Timelines:

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

Project Team:

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

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
MAY 8, 2012**

PUBLIC SESSION

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



Spotlight

on

NIAGARA CATHOLIC

Nurturing Souls & Building Minds

www.niagaracatholic.ca

April 24, 2012

Niagara Catholic Students Retrace Historic Footsteps During Visit to Vimy Ridge



Earlier this month, 47 Niagara Catholic students from seven Catholic secondary schools participated in the National Student Remembrance Tour: Beaches and Battlefields, which coincided with the 95th anniversary of the Battle of Vimy Ridge. The tour included stops in Amsterdam, the Netherlands; Bruges and Passchendaele, Belgium; and Vimy, Normandy and Paris, France. All of the students who participated in the trip showed a tremendous interest and passion for Canadian history. Highlights of the tour included a visit to the Anne Frank Museum; a visit to the Villiers Station Cemetery in Viller-au-Boi, where students were assigned the name and grave number of a fallen soldier so they could pray for them; and being among 4,000 Canadian students to walk silently through the town of Gevenchy en Golle, where 4,000 candles were lit and placed on graves. Photos and blog entries from this very enriching student trip are posted on the Board website, niagaracatholic.ca.

Niagara Catholic 2012-2013 System Priorities and Annual Budget Timelines Discussed at Meeting

The design of the 2012-2013 Niagara Catholic System Priorities and Annual Budget by Senior Administrative Council will follow a process of deliberation, consultation, approval and implementation to continue to achieve the expectations within the Board's Vision 2020 Strategic Plan and Annual System Priorities.

Rooted in the Board's Vision 2020 Strategic Plan, the Board approved System Priorities for 2012-2013 and the funding allocations provided by the Ministry of Education's Grants for Student Needs (GSN) for 2012-13 are the components and foundation for the design of the Annual Budget 2012-2013.

Senior Administrative Council has commenced a design of the draft System Priorities 2012-2013 template and is in the process of initiating a consultation and input process through discussions with Principals and staff through Director's Meetings, Student Senate, department staff at the Catholic Education Centre, Program and Student Services Councils, Special Education Advisory Committee (SEAC), Catholic School Councils and the Niagara Catholic Parent Involvement Committee (NCPIC). Once the system priorities are approved by the Board, a poster-sized copy will be sent to all sites to be prominently displayed. Read the report at niagaracatholic.ca.



NIAGARA CATHOLIC

celebrates

Catholic Education Week

May 6-11, 2012

Showcasing student art and performances
at all local malls on Friday, May 11
Details at www.niagaracatholic.ca

Walking in the Light of Christ

Nurturing Souls & Building Minds

“Like” Niagara Catholic on
facebook

facebook.com/niagaracatholic

Upcoming Events

Dress Code Policy Community Meeting - Saint Michael	April 30th
Dress Code Policy Community Meeting - Saint Paul	May 1st
Niagara Catholic Grade 7 Faith Festival	May 1st & 2nd
Dress Code Policy Community Meeting - Notre Dame	May 1st
Faith Formation Family Night	May 3rd
Catholic Education Week	May 6th - 11th
Catch the Spirit Awards	May 7th

Board Approves Bylaws for Parent Involvement Committee

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

During the April 24th Board Meeting, Trustees approved NCPIC Bylaws. The Bylaws are posted at niagaracatholic.ca.

Trustees Approve Calendar

During the April 24th Board Meeting, Niagara Catholic Trustees approved the draft calendar for the 2012-2013 academic year.

With this approval in place, the draft calendar will now be submitted to the Ontario Ministry of Education for approval.

The draft calendar is available online at niagaracatholic.ca.

Policy Update

During the April 24th Board Meeting, Trustees approved revisions to the **Student Trustees Policy (100.4)** and the **Student Senate Policy (100.6)**.

As a reminder, Niagara Catholic has several Policies currently being vetted.

Comments and recommendations are invited from members of the Niagara Catholic community of students, parents, guardians, staff, SEAC, NCPIC, Diocese of St. Catharines and members of our Niagara Catholic community.

The Policies, and instructions to submit your comments, are available at niagaracatholic.ca.

School Excellence Program

FOCUS on

Our Lady of Fatima Catholic Elementary School Grimsby

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."

Our Lady of Fatima Catholic Elementary School opened its doors in 1968 to serve a growing Catholic community in West Niagara.

In recent years, it became obvious that although the school community loved the sense of family created by the open-concept plan, a new school was needed to fit the growing demand for Catholic education. Ground was broken on a new Our Lady of Fatima in 2009, and in September 2010, staff and students celebrated the first day of classes in a brand new school.

During the April 24th Board Meeting, Principal Michael Hendrickse shared the many wonderful things that happen at his school every day. He was joined for his School Excellence Presentation by several representatives from the school community. Among them were Grade 8 students Kiki DiPasquale and Sarah Bruno, co-Student Council Prime Ministers.

"What school do you know of where the principal actually makes time to have special lunches with students," they asked. "What about teachers? Our Lady of Fatima teachers always go above and beyond the call of duty for us. They respect us and help us grow, body, mind and soul."

Every student is special. At OLF, staff and students celebrate their diversity every day. Educational Resource Teacher Trish Penner offered her own version of the popular "Awesome" list for Trustees.

"Awesome is watching a class of Grade 3 students sing and sign O Canada," she said. "Even more awesome are the Grade 6 and 7 book buddies who taught them sign language."

Faith is an intergral part of daily life at OLF. Teacher Eileen Melnyk said the spirit of community is rooted in faith and is the essence of who they are.



Top: Our Lady of Fatima Catholic Elementary School in Grimsby hosts one of the Board's Cyber Quest programs.

Right: The 2010-2011 school year was extra exciting for staff and students at Our Lady of Fatima Catholic Elementary School. They got their first look at the brand-new building. Following an assembly, students carried a crucifix taken from the former school to be placed in their new classroom.



Our Lady of Fatima Catholic Elementary School Grimsby *Continued*



Top: Cross Country is one of many school and intramural sports Our Lady of Fatima students can enjoy.

Centre: Students rehears for the Stations of the Cross during Holy Week.

Bottom: Students enhance learning through opportunities such as the Niagara Catholic Regional Heritage Fair.

“The teachings of Jesus and Gospel values guide us in everything we do,” she said.

Monsignor Vladimir's presence is felt at OLFG. In addition to celebrating the sacraments with students at St. Joseph Church, he and Fr. Gabriel are the celebrants for monthly masses and are welcome visitors in the school.

Family completes the home-school-church triad. The school has strong, active Catholic School Council, led by Ingrid Merola.

“As a parent, you feel such a sense of community, because the school has such a welcoming and inclusive approach,” she said. “I’ve enjoyed being part of a group of really committed parents working with the Principal and staff to support the school in any way we can.”

Among the ways in which parents support the school are through the annual “Welcome Back Barbecue”, movie nights, Christmas bazaar and the Volunteer Appreciation Tea.

Staff strive to help students achieve their academic potential. Tutoring programs are available for all students, whether they need ongoing support or a little help in a particular subject area.

Students take part in a number of educational opportunities to enhance their learning, such as the Brock University Caribou Math Contest, the Niagara Catholic Heritage Fair, and the Niagara Regional Science and Engineering Fair.

Students also have an opportunity to participate in many co-curricular activities. Intramural sports are available to all students, and offer junior and intermediate students the opportunity to develop leadership skills. School teams provide student athletes with the opportunity to expand their skills.

Students can also join the choir, chess, Scrabble, craft or glee clubs and participate in the “You’re the Chef” and PALS Playground Leadership Program.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
MAY 8, 2012**

PUBLIC SESSION

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

May 2012

SUN MON TUE WED THU FRI SAT



Catholic Education Week May 6 - May 11, 2012



6	Catholic Education Week begins!	7	"Catch the Spirit" Awards Music Monday	8	CW Meeting	9	Annual Brock-Niagara French Contest	10		11	CEW Displays at Malls, YMCAs & Libraries	12	
~ Catholic Education Week May 6-11 ~													
13	Mother's Day	14		15		16		17	Class of 2012 Grad Celebration Partners in Catholic Ed Evening	18	Elem & Sec PA Day Niagara Catholic Faith Day	19	
20		21	Victoria Day	22	Policy Mtg 2:00pm BD Meeting	23		24	Community Pathways Evening	25	National Missing Children's Day	26	
27		28		29		30		31	NCPIC Meeting	<p>Connecting People Through Communication BETTER HEARING & SPEECH MONTH</p> <p>May is Better Hearing and Speech Month</p>			

Walking in the Light of Christ

Jesus said,
"I am the light of the world."
John 8:12



Niagara Catholic
District School Board

Events posted at
niagaracatholic.ca

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
MAY 8, 2012**

PUBLIC SESSION

**TOPIC: TRUSTEE INFORMATION
CATHOLIC EDUCATION WEEK 2012 LETTER TO STUDENTS
AND FAMILIES**



May 2012

Dear Students, Parents and Guardians:

As we continue to celebrate the gift of Catholic Education and the exceptional accomplishments of our students who are inspired daily by our exemplary staff throughout Niagara Catholic, the Ministry of Education annually designates a week to highlight education in Ontario. This year, Catholic Education Week takes place from Sunday, May 6th to Friday, May 11th, 2012. Throughout this week, Catholic schools place extra special prominence on celebrating the distinctive contributions that Catholic education makes in the lives of our students, communities and society.

This year's Catholic Education Week theme across Ontario is "*Walking in the Light of Christ*". The sub-themes for each day of Catholic Education Week 2012 follow the alliteration of listening in the Light of Christ, learning in the Light of Christ, living in the Light of Christ, loving in the Light of Christ and leading in the Light of Christ. Each sub-theme invites us to consider how our listening, our learning, our living, our loving and our leading are impacted by doing that in the Light of Christ.

In keeping with our mission as a faith-based Catholic education system, we integrate the Gospel values and teachings into our distinctive programs and services. We accomplish this through our extraordinary staff in a covenant partnership with parents, the Diocese of St. Catharines and the Niagara Catholic community throughout Niagara. The success of student excellence in our schools and communities through religious, academic, athletic and social justice activities and events is well recognized and celebrated throughout Niagara Catholic, provincially and internationally.

Catholic Education Week begins on a Sunday May 6th, 2012 to embrace the school-home-parish partnership that is the foundation of Catholic education. This triad is central to the mission of Catholic education and the vital role that staff, parents and our Pastors have in the continued success of Catholic education. We encourage students, parents and guardians to join parishioners at Mass on Saturday, May 5th or Sunday, May 6th to pray for Catholic education. Many celebrations and special events will take place throughout Catholic Education Week in Niagara Catholic, at schools, parishes and in the community. A list of all events is posted on the Niagara Catholic website at www.niagaracatholic.ca. We invite you to participate in as many events as possible.

As we celebrate Catholic Education Week, we remind parents of the continued importance of protecting the precious gift of Catholic education. We once again request that homeowners and supporters of Catholic education please verify that your property assessment notice for School Support indicates English Separate. This is important for a number of reasons including a public record of support for Catholic schools in a community; attendance rights for admission into Catholic elementary schools and population projections which affect funding for new pupil places in Niagara Catholic. For your convenience, the short process to complete the forms is accessible via the Support Niagara Catholic tab on our Board website. It only takes a few minutes to complete the form which can then be submitted to the Catholic Education Centre via your local Catholic school. Please share this information with family and friends who may not have children in Niagara Catholic, but who support Catholic education.

We remind and encourage students, parents and guardians to join Niagara Catholic's growing online *eCommunity*, *Facebook* and *Twitter* accounts to receive instant communication and notifications of events and news throughout Niagara Catholic and to experience the new Diocese of St. Catharines website at www.sainted.com for prayers, messages and information on the Diocese and our Catholic faith.

On behalf of the Board of Trustees, Priests across the Diocese of St. Catharines and all Niagara Catholic staff, we thank you for your continued support, commitment and celebration of Catholic education as we continue to nurture the souls and build the minds of our most precious gift – our students.

+Gerard Bergie
Bishop of St. Catharines

Kathy Burtnik
Chairperson

John Crocco
Director of Education



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO THE COMMITTEE OF THE WHOLE MEETING MAY 8, 2012

LARKIN ESTATE ADMISSION AWARDS 2012-2013

BACKGROUND INFORMATION

The Larkin Estate Admission Awards are administered by the Board of Trustees of the Niagara Catholic District School Board. Funding for the awards comes from a bequest from the estate of Maria Eveleen Larkin and Aimee Theresa Larkin. These awards have been administered annually since 1969 by the Board of Trustees of the former Lincoln County Roman Catholic District School Board.

The Larkin Estate Admission Award is available to graduates of a Catholic high school situated in the jurisdiction of the Niagara Catholic District School Board. Candidates must be enrolled in St. Michael's College, University of Toronto, or a school of nursing, social service work or a college or university offering such course.

The applicants have been made aware that they must provide proof that they have registered in the eligible courses and/or school in order to receive the award. This proof is in the form of an official letter from the registrar of either St. Michael's College or a school of nursing, social service work or a college or university offering such course. Candidates are also obliged to submit evidence of successful completion of their year's study in order to qualify for a renewal of the award.

According to the terms of the bequest, the undistributed earnings may be paid to eligible students who are approved by the Board. The Larkin Estate Admission Award is a four-year renewal program.

Based on the current account balance of \$6,001.41 and the projected interest revenue, we recommend that the Board approve the payment of the following scholarships on a go forward basis:

- 1) \$1,000 – 8 scholarships of \$125 for year 1 applicants
- 2) \$2,250 – 9 scholarships of \$250 for year 2 applicants
- 3) \$1,000 – 7 scholarships of \$500 for year 3 applicants
- 4) \$500 – 1 scholarship of \$500 for a year 4 applicant

A list of applicants for years 2, 3 and 4, previously approved by the Board, is hereby enclosed as appendix A.

RECOMMENDATION

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the payment of scholarships for the Larkin Estate Admission Awards for 2012-2013, as noted in the report.

PREPARED BY: Mark Lefebvre, Superintendent of Education
Larry Reich, Superintendent of Business and Financial Services

PRESENTED BY: Mark Lefebvre, Superintendent of Education
Larry Reich, Superintendent of Business and Financial Services

RECOMMENDED BY: John Crocco, Director of Education

DATE: May 8, 2012

LARKIN ESTATE AWARDS 2012-2013

Renewal Applicants

Applicant Name & College or University	Year	Degree/Diploma	Graduate of
Ashley Litalien Niagara College	2	Nursing	Notre Dame College School
Courtney Kovacich University of Toronto	2	Humanities - BA	Lakeshore Catholic High School
Benjamin Courtney McMaster University	2	Nursing - BScN	Blessed Trinity Catholic Secondary School
Alysha Ducharme Niagara College	2	Social Service Worker	Notre Dame College School
Melaney Turner McMaster University	2	Nursing - BScN	Notre Dame College School
Angela Laramée-Marchio Fleming College	2	Child & Youth Worker	Notre Dame College School
Lindsay Paquette Lambton College	2	Child and Youth Worker	Notre Dame College School
Katie Lynn McLean McMaster University	2	Nursing	Holy Cross Catholic Secondary School
Michael Favero McMaster University	2	Nursing (BScN)	Denis Morris Catholic High School
Elizabeth Marie Toner Brock University	3	Child and Youth Studies	Holy Cross Secondary School
Amanda Lefleur Niagara College	3	Child and Youth Worker	Notre Dame College School
Hilary Nolle McMaster University	3	Nursing	Notre Dame College School
Samantha Symonds Western University	3	Social Science (Linguistics)	Notre Dame College School
Erika Rogers Brock University	3	Nursing – B. SC.	Notre Dame College School
Olivia Hunter Trent University	3	Nursing	Notre Dame College School
Ashley Cascanette McMaster University	3	Nursing – B. SC.	Blessed Trinity Catholic Secondary School
Ariana Visentin Brock University	4	Nursing - BSN	Denis Morris Catholic High School