



AGENDA AND MATERIAL

BOARD MEETING

**TUESDAY, NOVEMBER 25, 2008
7:00 P.M.**

CATHOLIC EDUCATION CENTRE, WELLAND, ONTARIO

A. ROUTINE MATTERS	Reference
1. Opening Prayer - Trustee Dekker	-
2. Roll Call	-
3. Approval of the Agenda	-
4. Declaration of Conflict of Interest	-
5. Minutes of the Board Meeting of October 28, 2008	A5
B. DELEGATIONS	
1. Holy Cross Catholic Secondary School - The Wiz	-
2. St. Philomena Catholic Elementary Safe School Action Team	-
2. EcoSchools Celebration at Lakeshore Catholic	-
C. COMMITTEE AND STAFF REPORTS	
1. Unapproved Minutes of the Committee of the Whole Meeting of November 11, 2008 and Consideration of Recommendations	C1
1.1 Financial Reports	
1.1.1 Monthly Banking Transactions for the Month of October 2008	C1.1.1
1.1.2 Statement of Revenue and Expenditures as at October 31, 2008	C1.1.2
2. Preparation of the Audited Financial Statements for the Year 2007-2008	C2
3. Audited Financial Statements for the Year 2007-2008	C3
4. Minutes of the S.E.A.C. Meeting of October 1, 2008	C4
5. October 10 and November 7, 2008 Professional Development Day Update	C5
D. TRUSTEE ITEMS, OPEN QUESTION PERIOD & OTHER BUSINESS	
1. General Correspondence	-
2. Correspondence	-
3. Report on Trustee Conferences Attended	-

- 4. General Discussion to Plan for Future Action -
- 5. Trustee Information -
 - 5.1 Spotlight on Niagara Catholic - November 14, 2008 D5.1
- 6. Open Question Period -
(The purpose of the Open Question Period is to allow members of the Catholic school supporting public to ask about items on that night's public agenda or any previous agendas, and the Board to answer and react.)

E. NOTICES OF MOTION

F. BUSINESS IN CAMERA

G. REPORT ON THE IN CAMERA SESSION

H. FUTURE MEETINGS AND EVENTS

I. MOMENT OF SILENT REFLECTION FOR LIFE

J. ADJOURNMENT

TO: Niagara Catholic District School Board
Board Meeting
Public Session
November 25, 2008

TOPIC: MINUTES OF THE BOARD MEETING
OF OCTOBER 28, 2008

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Minutes of the Board Meeting of October 28, 2008, as presented.

TO: Niagara Catholic District School Board
Board Meeting
Public Session
November 25, 2008

TOPIC: UNAPPROVED MINUTES OF THE COMMITTEE OF THE WHOLE MEETING
OF NOVEMBER 11, 2008

RECOMMENDATION

THAT the Niagara Catholic District School Board receive the unapproved Minutes of the Committee of the Whole Meeting of November 11, 2008, as presented.

The following recommendations are being presented for the Board's consideration from the Committee of the Whole Meeting of November 11, 2008.

1.1 Financial Reports

1.1.1 Monthly Banking Transactions

THAT the Niagara Catholic District School Board receive the Monthly Banking Transactions for the month of October 2008, as presented for information.

1.1.2 Statement of Revenue & Expenditures

THAT the Niagara Catholic District School Board receive the Statement of Revenue and Expenditures as at October 31, 2008, as presented for information.



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING TUESDAY, NOVEMBER 11, 2008

Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, November 11, 2008, at 7:00 p.m. in the 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 Dekker.

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayers were led by Trustee Crole.

2. Roll Call

Trustee	Present	Excused
John Belcastro	✓	
Kathy Burtnik		✓
Maurice Charbonneau	✓	
Gary Crole	✓	
John Dekker	✓	
Frank Fera	✓	
Ed Nieuwesteeg	✓	
Tony Scalzi	✓	
Student Trustees		
Ashley McGuire	✓	
Christina Volpini	✓	

The following staff were in attendance:

John Crocco, Director of Education; Rob Ciarlo, Yolanda Baldasaro, Frank Iannantuono, Lee Ann Forsyth-Sells, Superintendents of Education; Larry Reich, Superintendent of Business & Financial Services; Khayyam Syne, Administrator of Staff Development; Christine Graham, Program Officer - Curriculum; Marcel Jacques, Program Officer - Student Support Services; James Woods, Controller of Plant; Sherry Morena, Recording Secretary

3. *Approval of the Agenda*

Moved by Trustee Charbonneau

THAT the Committee of the Whole approve the Agenda of the Committee of the Whole Meeting of November 11, 2008, as presented.

CARRIED

4. *Disclosure of Interest*

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

5. *Minutes of the Committee of the Whole Meeting of October 14, 2008*

Moved by Trustee Scalzi

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of October 14, 2008, as presented.

CARRIED

B. PRESENTATIONS

C. COMMITTEE AND STAFF REPORTS

1. *Aboriginal Education 2008-2009*

Yolanda Baldasaro, Superintendent of Education, introduced the report on Aboriginal Education for the School Year 2008-2009, and indicated that the Ministry of Education has asked School Boards to develop policies on Voluntary and Confidential Aboriginal Self-Identification.

Superintendent Baldasaro presented two documents released by the Ministry of Education, which encourages School Boards to create an Aboriginal Education Advisory Committee (AEAC) with the key purpose of forging a relationship between the School Board and with local Aboriginal Community Organizations.

Robert DiPersio, Administrator of Special Projects and Yolanda Fera, Aboriginal Lead, presented further information on the report which supports the process the Niagara Catholic District School Board is initiating, and provided information on upcoming meetings with the Ministry of Education and AEAC.

2. *Catholic School Councils Annual Report 2007-2008*

Superintendent Baldasaro presented the Catholic School Councils Annual Report 2007-2008, for information.

3. *Father Patrick Fogarty Award Recipients 2008*

John Crocco, Director of Education, presented the report on the Father Patrick Fogarty Award Recipients 2008. One student from each of Ontario's Catholic High Schools is nominated by their school to receive the Catholic Student Award sponsored by the Catholic Education Foundation of Ontario.

The Director informed Trustees that in keeping with past practice, the Board covered the expense of the parents to attend the Awards Dinner with their child.

4. *Extended Overnight Field Trip, Excursion and Exchange Approval Committee - 2008-2009*

Frank Iannantuono, Superintendent of Education, presented the report from the Extended Overnight Field Trip, Excursion and Exchange Approval Committee - 2008-2009, for information.

5. *Niagara Catholic Mentor Connector*

Superintendent Iannantuono introduced Pat Mete, Secondary Consultant, and informed Trustees that Mr. Mete was a key contributor in the preparation and development of the Niagara Catholic Mentor Connector Program which offers on-line academic support to Grade 9 and Grade 10 students in various secondary school subjects.

Mr. Mete stated that the Niagara Catholic Mentor Connector Program is the first of its kind in North America and partners with Brock University in Canada and Niagara University in the United States. The Program currently consists of 70 teacher candidate mentors.

Professor Sheeran of Niagara University spoke of the exciting and extraordinary opportunity the Niagara Catholic Mentor Connector Program offers to students in need of additional assistance.

Mr. Mete called upon a few of the teacher candidate mentors and student participants to share their on-line experiences with the Mentor Connector Program. Both groups indicated that the experience has been extremely helpful, successful and rewarding.

Trustees discussed the innovative program and asked questions of the teacher candidate mentors, students and staff.

Glen Sharp, Manager of Computer Services, demonstrated the Niagara Catholic Mentor Connector Program.

6. *Pilgrimage Sunday - October 28, 2008*

Superintendent Iannantuono, presented the report on Pilgrimage Sunday - October 28, 2008. Approximately 4,100 Niagara Catholic District School Board students, staff, Trustees, Senior Administration, Catholic School Council members, alumni, parents and community members walked 10-20 kilometres routes to demonstrate solidarity and a commitment to the poor of the world.

Terri Pauco, Religious Education Consultant, presented further details on the Pilgrimage in which over \$200,000 was raised in support of various projects including the construction of schools, medical clinics, and orphanages in developing countries.

Ms. Pauco introduced the various staff members who were essential in the organization of the 33rd Annual Pilgrimage, as well as, students representatives from each of the eight Catholic secondary schools who presented a brief reflection on this year's Pilgrimage.

Vice-Chairperson Dekker, on behalf of Board, thanked all students and staff for their dedication and acts of selflessness in supporting this worthy mission.

7. *Financial Reports*

7.1 *Monthly Banking Transactions*

Moved by Trustee Charbonneau

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board receive the Monthly Banking Transactions for the month of October 2008, as presented for information.

CARRIED

7.2 Statement of Revenue and Expenditures

Moved by Trustee Belcastro

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board receive the Statement of Revenue and Expenditures as at October 31, 2008, as presented for information.

CARRIED

9. Monthly Updates

9.1 Policy Development Update

The Policy Development Update was presented for information.

9.2 Student Trustees' Update

Ashley McGuire, Student Trustee, gave a brief verbal update on the activities of the Student Senate.

9.3 Family of Schools Superintendents' Monthly Update

The Family of Schools Superintendents gave brief verbal reports highlighting the activities in their schools.

D. INFORMATION

1. Trustee Information

1.1 Spotlight on Niagara Catholic - October 28, 2008

Director Crocco presented the Spotlight on Niagara Catholic - October 28, 2008, issue for trustees' information.

1.2 Director's Update

E-Community

The Director of Education gave an update on e-Community and commented that this is an excellent venue for sharing and communicating good news to staff, clergy, partners and stakeholders.

He also stated that all families within the Niagara Catholic District School Board will receive a copy of the E-community flyer with their child's report cards encouraging them to join the e-Community.

Pupil Accommodation Process

Trustees were informed that Senior Staff is continuing to research and review options regarding the Pupil Accommodation Process and that a report will be presented to the Board in December 2008.

Niagara Catholic - Celebrating Our Schools

The Director gave information on a new initiative "Niagara Catholic - Celebrating Our Schools" which is venue for sharing excellence in our schools. Schools will be invited to showcase their accomplishments and achievements through a display board in the lobby of the Catholic Education Centre

Diocese 50th Anniversary

Director Crocco spoke briefly about the success of the Diocese 50th Anniversary Mass and Dinner which took place on November 9, 2008. Members of Senior Staff, Trustees and Student Trustee Christina Volpini attended the event.

E. OTHER BUSINESS

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

F. BUSINESS IN CAMERA

Moved by Trustee Scalzi

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

CARRIED

The Committee of the Whole moved into the In Camera Session of the Meeting at 9:05 p.m. and reconvened at 10:25 p.m.

G. REPORT ON THE IN-CAMERA SESSION

Moved by Trustee Charbonneau

THAT the Committee of the Whole report the motions from the In Camera Session of the Committee of the Whole Meeting of November 11, 2008.

CARRIED

SECTION A: STUDENT TRUSTEES PRESENT

Moved by Trustee Belcastro

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 October 14, 2008, as presented.

CARRIED (Item F1)

SECTION B: STUDENT TRUSTEES EXCLUDED

Moved by Trustee Nieuwesteeg

THAT the Committee of the Whole approve the Minutes of the In Camera Session of the Committee of the Whole Meeting - Section B: Student Trustees Excluded held on October 14, 2008, as presented.

CARRIED (Item F3)

Moved by Trustee Belcastro

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the recommendations as outlined in Item F7.1 of the In Camera Agenda, as presented.

CARRIED (Item F7.1)

Moved by Trustee Fera

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the recommendation as outlined in Item F7.2 of the In Camera Agenda, as presented.

CARRIED (Item F7.2)

H. ADJOURNMENT

Moved by Trustee Belcastro

THAT the November 11, 2008, Committee of the Whole Meeting be adjourned.

CARRIED

This meeting was adjourned at 10:30 p.m.

Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on November 11, 2008.

Approved on the 2nd day of December 2008.

John Dekker
Vice-Chairperson of the Board

John Crocco
Director of Education/Secretary -Treasurer

TO: Niagara Catholic District School Board
Board Meeting
Public Session
November 25, 2008

TOPIC: FINANCIAL REPORTS
MONTHLY BANKING TRANSACTIONS
OCTOBER 2008

RECOMMENDATION

THAT the Niagara Catholic District School Board receive the Monthly Banking Transactions for the month of October 2008, as presented for information.

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: November 25, 2008

**MONTHLY BANKING TRANSACTIONS
FOR THE MONTH OF
OCTOBER 2008**

In accordance with the Monthly Financial Reports Policy Statement, we are pleased to enclose the Monthly Banking Transactions for the month of October 2008 for the Niagara Catholic District School Board. (See Appendix A)

As required by the Policy, a monthly list of payments is available in the Trustee Lounge for the trustees to review at their convenience.

RECOMMENDATION

THAT the Committee of the Whole recommends that the Niagara Catholic District School Board receive the Report on the Monthly Banking Transactions for the month of October 2008 as presented.

Appendix A

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD REPORT ON BANKING TRANSACTIONS	
SUMMARY OF BANK TRANSACTIONS FOR THE MONTH OF:	
OCTOBER, 2008	
DESCRIPTION OF ITEMS	BANK ACCOUNT
CASH BALANCE AT BEGINNING OF MONTH	(A) 45,208,698
OPERATING CASH RECEIPTS FOR THE MONTH	
1. GENERAL LEGISLATIVE GRANTS	14,637,087
2. OTHER GRANTS (EPO, O.E.Y.C.)	564,259
3. INTEREST REVENUE	82,363
4. MUNICIPAL TAXES	0
5. TUITION FEES REVENUE - A.C.E. & OTHER	30,713
6. CHARITABLE DONATIONS	7,127
7. GOVERNMENT REBATES (GST 68% REBATE ON TAXABLE PURCHASES)	162,264
8. RECOVERY OF COSTS (LTD, WCB, BENEFITS, OTHER REIMBURSEMENTS))	251,061
9. OTHER CASH RECEIPTS	
- Reimbursements of Employee Benefits	12,859
- Green Shield Refund	0
10. PROCEEDS FROM DEBENTURE ISSUE (NET)	0
11. CAPITAL LOAN PRINCIPAL ADVANCES	0
TOTAL OPERATING CASH RECIEPTS AND LOAN ADVANCE	(B) 15,747,733
OPERATING CASH DISBURSEMENTS FOR THE MONTH	
1. ACCOUNTS PAYABLE (NET OF CANCELLED CHEQUES AND DEBT REPAYMENTS)	(17,642,851)
2. TEACHER PENSION DEDUCTIONS	(1,495,204)
3. O.M.E.R.S. PENSION DEDUCTIONS	(312,138)
4. CANADA SAVINGS BONDS DEDUCTIONS	(130,125)
5. TRANSFER TO 4 OVER 5 TRUST ACCOUNTS	(71,361)
6. OTHER DEBITS	(47,794)
7. INTEREST PAYMENTS ON CAPITAL DEBT	(946,510)
8. PRINCIPAL PAYMENTS ON CAPITAL DEBT	(289,885)
TOTAL OPERATING CASH DISBURSEMENTS	(C) (20,935,867)
CASH BALANCE AT END OF MONTH	(D) 40,020,563
	A + B - C = D

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD REPORT ON LOAN BALANCES				
SUMMARY OF LOAN BALANCES AS AT :				
OCTOBER, 2008				
The Debentures & Capital Loans are made up as follows:				
Loan Description	Opening Balance	Loan Advances	Loan Repayments	Ending Balance
1. GPL1 Loan 25 YR.	(13,530,617.42)			(13,530,617.42)
2. GPL2 Loan 25 YR.	(10,350,737.00)			(10,350,737.00)
3. Capital Loan 20 YR.	0.00			0.00
4. Capital Loan 25 YR.	0.00			0.00
5. Debenture (Niagara Region)	(2,614,000.00)			(2,614,000.00)
6. Debenture (Niagara Region)	(3,910,000.00)			(3,910,000.00)
7. Capital Projects - Completed 2001	(21,846,616.97)			(21,421,419.59)
8. Capital Projects - Completed 2002/03	(22,927,919.85)			(22,927,919.85)
9. Capital Projects - Completed 2004/05	(9,215,977.37)			(9,151,289.65)
***** Capital Projects - Completed 2005/06	(8,393,736.98)			(8,393,736.98)
Total Debentures & Capital Loans	(92,589,605.59)	0.00	(289,885.10)	(92,299,720.49)

PREPARED BY : William Tumath
PRESENTED BY: Larry Reich

TO: Niagara Catholic District School Board
Board Meeting
Public Session
November 25, 2008

TOPIC: FINANCIAL REPORTS
STATEMENT OF REVENUE AND EXPENDITURES
OCTOBER 31, 2008

RECOMMENDATION

THAT the Niagara Catholic District School Board receive the Statement of Revenue and Expenditures as at October 31, 2008, as presented for information.

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: November 25, 2008

**STATEMENT OF REVENUE AND EXPENDITURES
AS AT**

OCTOBER 2008

In accordance with the Monthly Financial Reports Policy Statement, we are pleased to enclose the Statement of Revenue and Expenditures as at October 31, 2008 for the Niagara Catholic District School Board. (See Appendix A)

As required by the Policy, a copy of the Financial Statements as at October 31, 2008 is available in the Trustee Lounge for the trustees to review at their convenience.

RECOMMENDATION

THAT the Committee of the Whole recommends that the Niagara Catholic District School Board receive the Report on the Statement of Revenue and Expenditures as at October 31, 2008 as presented.

Appendix A

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
SUMMARY OF REVENUE AND EXPENDITURES
AS AT OCTOBER 31, 2008

ACCOUNT DESCRIPTION	THIS YEAR			\$ AVAIL	COMMITTED	LAST YEAR		
	EXPENDED	BUDGET	% AVAIL			EXPENDED	BUDGET	% AVAIL
REVENUE								
REVENUE	-48,862,795	-216,607,655	77.4%	-167,744,860	0	-47,409,079	-212,646,964	77.7%
TOTAL REVENUE	-48,862,795	-216,607,655	77.4%	-167,744,860	0	-47,409,079	-212,646,964	77.7%
EXPENDITURES								
BOARD ADMINISTRATION	1,268,144	6,920,372	81.7%	5,652,230	529,358	1,089,678	6,606,215	83.5%
ELEMENTARY SCHOOLS	17,933,313	100,724,679	82.2%	82,791,368	862,308	14,088,008	97,928,567	85.6%
SECONDARY SCHOOLS	11,049,035	60,317,344	81.7%	49,268,310	659,808	8,666,109	58,818,923	85.3%
CONTINUING EDUCATION	771,234	5,856,977	86.8%	5,085,745	35,254	671,708	5,362,378	87.5%
PLANT OPERATIONS	1,903,317	16,455,266	88.4%	14,551,949	285,190	1,642,018	16,408,479	90.0%
PLANT MAINTENANCE	448,880	3,453,219	87.0%	3,004,340	109,220	256,475	3,034,096	91.5%
TRANSPORTATION	1,183,262	10,941,102	89.2%	9,757,840	5	180,360	9,177,427	98.0%
CAPITAL AND OTHER EXPENDITURES	2,763,423	11,938,696	76.9%	9,175,273	1,035,203	1,578,097	15,310,879	89.7%
TOTAL EXPENDITURES	37,320,608	216,607,655	82.8%	179,287,055	3,516,346	28,172,453	212,646,964	86.8%

PREPARED BY : William Turnath
PRESENTED BY: Larry Reich

TO: Niagara Catholic District School Board
Board Meeting
Public Session
November 25, 2008

TOPIC: PREPARATION OF THE AUDITED FINANCIAL STATEMENTS
FOR THE YEAR 2007-2008

RECOMMENDATION

1. THAT the Niagara Catholic District School Board receive the Report on the Preparation of the Audited Financial Statements for the year 2007-08, as presented.
2. THAT the Niagara Catholic District School Board approve the transfer of funds to the Reserve Fund for Working Funds for the year 2007-08, as follows:
 - \$3,789,695 to the Reserve for Working Funds (to balance the Financial Statements of the Board for Ministry of Education compliance purposes)
3. THAT the Niagara Catholic District School Board approve the transfer of funds to the Pupil Accommodation Reserve for the year 2007-08, as follows:
 - \$937,487 to the Pupil Accommodation Reserve (to account for the unspent Capital Grants during the year, in accordance with the regulations).

Prepared by: Larry Reich, Superintendent of Business & Financial Services
Presented by: Larry Reich, Superintendent of Business & Financial Services
Approved by: John Crocco, Director of Education
Date: November 25, 2008



REPORT TO THE BOARD NOVEMBER 25, 2008

REPORT ON THE PREPARATION OF THE AUDITED FINANCIAL STATEMENTS FOR THE YEAR 2007-2008

BACKGROUND INFORMATION

On an annual basis, the Ministry of Education requires all school boards to submit their Audited Financial Statements and Grant Schedules.

The Board Auditors have completed the audit engagement for the year 2007-2008. At this time, we advise the Trustees that the preparation of the Audited Financial Statements has been finalized. The final and official Audited Financial Statements will be presented to the Board under separate cover.

We are pleased to report that the financial results for the year 2007-2008 are very positive and that the Board will be able to transfer surplus funds of \$3,789,695 into the Reserve for Working Funds. In addition, the Board will be able to transfer unspent capital funds amounting to \$937,487 into the Pupil Accommodation Reserve.

This improvement in the financial position of the Board resulted mainly from marginal increases in enrolment, from additional funding allocations received from the Ministry of Education and from a net reduction in the expenditures of the Board.

At this time, we confirm that the 2007-2008 Financial Statements are balanced and we enclose the following information, for the review of the Trustees.

APPENDIX A

Appendix A represents an Analysis of the Funding Allocations and Key Budget Factors for the year 2007-2008, with a comparison of the Financial Statement Allocations to the Revised Budget Allocations.

APPENDIX B

Appendix B represents an Analysis of the Expenditures by Department for the year 2007-2008, with a comparison of the Financial Statement Expenditures to the Revised Budget Expenditures.

We want to take this opportunity to express our appreciation to William Tumath, Manager of Accounting Services and all the staff in the Accounting Department and in other Business Departments for their diligence, hard work and collaboration with the auditors.

RECOMMENDATION

1. **THAT** the Niagara Catholic District School Board receive the Report on the Preparation of the Audited Financial Statements for the year 2007-08, as presented.
2. **THAT** the Niagara Catholic District School Board approve the transfer of funds to the Reserve Fund for Working Funds for the year 2007-08, as follows:
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Prepared by: Larry Reich, Superintendent of Business & Financial Services

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

Approved by: John Crocco, Director of Education

Date: November 25, 2008

**REPORT ON THE PREPARATION OF THE
AUDITED FINANCIAL STATEMENTS
FOR THE YEAR 2007-08**

On an annual basis, the Ministry of Education requires all school boards to submit their Audited Financial Statements and Grant Schedules.

The Board Auditors have completed the audit engagement for the year 2007-08. At this time, we advise the Trustees that the preparation of the Audited Financial Statements has been finalized. The final and official Audited Financial Statements will be presented to the Board under separate cover.

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This improvement in the financial position of the Board resulted mainly from marginal increases in enrolment, from additional funding allocations received from the Ministry of Education and from a net reduction in the expenditures of the Board.

At this time, we confirm that the 2007-08 Financial Statements are balanced and we enclose the following information, for the review of the Trustees.

APPENDIX A

Appendix A represents an Analysis of the Funding Allocations and Key Budget Factors for the year 2007-08, with a comparison of the Financial Statement Allocations to the Revised Budget Allocations.

APPENDIX B

Appendix B represents an Analysis of the Expenditures by Department for the year 2007-08, with a comparison of the Financial Statement Expenditures to the Revised Budget Expenditures.

We want to take this opportunity to express our appreciation to William Tumath, Manager of Accounting Services and all the staff in the Accounting Department and in other Business Departments for their diligence, hard work and collaboration with the auditors.

RECOMMENDATION

1. **THAT** the Niagara Catholic District School Board receive the Report on the Preparation of the Audited Financial Statements for the year 2007-08, as presented.
2. **THAT** the Niagara Catholic District School Board approve the transfer of funds to the Reserve Fund for Working Funds for the year 2007-08, as follows:
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3. **THAT** the Niagara Catholic District School Board approve the transfer of funds to the Pupil Accommodation Reserve for the year 2007-08, as follows:
- \$937,487 to the Pupil Accommodation Reserve (to account for the unspent Capital Grants during the year, in accordance with the regulations).

APPENDIX A



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

FINANCIAL STATEMENTS

Analysis of Funding Allocations

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
2007-08 Financial Statements

**Analysis of Funding Allocations & Budget Restrictions
Budget Revenue**

	Financial Statements 2007-08	Revised Budget 2007-08	Increase (Decrease)	Comments on Major Changes
Education Taxes	46,816,316	46,427,292	389,024	
Education Grants	162,050,410	160,028,065	2,022,345	
	-----	-----	-----	
Total Funding Allocations	208,866,726	206,455,357	2,411,369	For details relating to changes in funding allocations, see page 4
Adult & Cont. Education Other Revenue	3,737,920	3,791,097	(53,177)	Decrease is mainly due to a decrease in fees for non credit programs
Other Capital & Operating Grants	2,766,084	500,000	2,266,084	Increase is mainly due to additional targeted grants received from the M. Ed.
Other Miscellaneous Revenue	808,591	624,901	183,690	Increase is mainly due to a higher amount of interest & sundry revenue
Tuition Fees - Elementary & Secondary	925,248	485,860	439,388	Increase is mainly due to an increase in the enrolment of VISA Students
Transfer from Reserves	0	789,750	(789,750)	Decrease is mainly due to a reduction in the funds required to balance as a result of additional funding from the Ministry of Ed.
Amount Required To Balance Budget	0	(0)	(0)	
	-----	-----	-----	
Total Budget Revenue	217,104,569	212,646,965	4,457,604	

A,

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
2007-08 Financial Statements

Analysis of Funding Allocations & Budget Restrictions
Budget Expenditures

	Financial Statements 2007-08	Revised Budget 2007-08	Increase (Decrease)	Comments on Major Changes
Salary & Wages	144,728,263	145,217,408	(489,145)	Decrease is mainly due to changes in the salary grids & staff deployment
Employee Benefits	20,624,270	21,686,009	(1,061,739)	Decrease is mainly due to changes in benefit rates & retirement gratuities
Professional Development	674,947	638,500	36,447	Increase is mainly due to changes in the professional development programs
Supplies & Services	18,803,056	17,255,229	1,547,827	Increase is mainly due to additional plant services, repairs and upgrading
Furniture & Equipment	821,914	493,552	328,362	Increase is mainly due to the purchase of additional classroom equipment
Classroom Computers	976,551	362,244	614,307	Increase is mainly due to the purchase of additional classroom computers
Capital Expenditures	2,863,724	2,957,828	(94,104)	Decrease is mainly due to a reduction in the purchase of office equipment
Debt Charges & Interest	10,896,485	12,504,949	(1,608,464)	Decrease is mainly due to revisions to the projected repayment of loans
Rentals & Leases	622,541	285,602	336,939	Increase is mainly due to the lease of additional portable classrooms
Fees & Contracts & Other Exp.	11,365,639	11,245,644	119,995	Increase is mainly due to changes in fuel costs & transportation contracts
Provision for Reserves	4,727,179	0	4,727,179	Increase is mainly due to the availability of additional funding allocations
Total Budget Expenditures	217,104,569	212,646,965	4,457,604	

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NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
 2007-08 Financial Statements

Analysis of Funding Allocations & Budget Restrictions
 Education Taxes

	Financial Statements 2007-08	Revised Budget 2007-08	Increase (Decrease)	----- Comments on Major Changes -----
Share of Taxes for September to December				
38% of Residential & Farm Taxes	6,268,045	6,262,137	5,907	
38% of Industrial & Commercial Taxes	11,351,291	11,367,595	(16,304)	
38% of Payments In Lieu Of Taxes	39,536	38,338	1,198	
Subtotal	17,658,871	17,668,070	(9,199)	
Share of Taxes for January to August				
62% of Residential & Farm Taxes	10,329,078	10,319,343	9,735	
62% of Industrial & Commercial Taxes	18,705,732	18,732,600	(26,868)	
62% of Payments In Lieu Of Taxes	64,505	62,551	1,954	
Subtotal	29,099,316	29,114,495	(15,179)	
Add: Estimated Supplementary Taxes	1,214,203	1,029,035	185,168	
Less: Estimated Tax Write-Offs	1,248,866	1,096,665	152,201	
Total Education Taxes for the School Year	46,801,307	46,427,292	374,015	No significant change in this area

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NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
2007-08 Financial Statements

Analysis of Funding Allocations & Budget Restrictions
Education Grants - Funding Allocations

	Financial Statements 2007-08	Revised Budget 2007-08	Increase (Decrease)	Comments on Major Changes
Foundation Grants				
Elementary - General	57,012,544	56,937,429	75,115	Increase is mainly due to changes in enrolment & funding allocations
Elementary - School Administration	9,902,214	9,898,449	3,765	Increase is mainly due to changes in the funding allocations
Secondary - General	42,731,501	42,725,785	5,716	Increase is mainly due to changes in enrolment & funding allocations
Secondary - School Administration	4,789,999	4,789,535	464	Increase is mainly due to changes in the funding allocations
Subtotal - Foundation Grants	114,436,258	114,351,198	85,060	
Special Purpose Grants				
Primary Class Size	4,657,634	4,654,475	3,159	Increase is mainly due to changes in the funding allocations
Special Education	23,215,462	22,755,944	459,518	Increase is mainly due to changes in the funding allocations
Language - ESL & FSL	3,449,355	3,779,403	(330,048)	Decrease is mainly due to changes in enrolment in french programs
Geographic & Small Schools	0	0	-	
Learning Opportunities	2,779,600	2,484,634	294,966	Increase is mainly due to changes in the enrolment of Continuing Ed.
Adult Education	1,816,557	1,804,524	12,033	Increase is mainly due to changes in the funding allocations
Teacher Compensation	7,866,734	7,570,804	295,930	Increase is mainly due to changes in the grid placement of teachers
Early Learning	0	0	-	
Transportation	9,331,750	7,761,074	1,570,676	Increase is mainly due to changes in the funding allocations
Board Administration	5,749,921	5,743,231	6,690	Increase is mainly due to changes in enrolment
School Operations	19,347,779	19,390,633	(42,854)	Decrease is mainly due to changes in the funding allocations
Declining Enrolment	341,505	330,754	10,751	Increase is mainly due to changes in enrolment
Program Enhancement	457,500	457,500	-	
First Nation Supplemental	60,357	60,304	53	Increase is mainly due to changes in enrolment
Subtotal - Special Purpose Grants	79,074,154	76,793,280	2,280,874	
Capital Grants				
Facility Renewal	3,603,911	3,610,328	(6,417)	Decrease is mainly due to changes in the funding allocations
Good Places to Learn	1,430,821	1,487,252	(56,431)	Decrease is mainly due to changes in the funding allocations
New Pupil Places	5,709,962	5,600,874	109,088	Increase is mainly due to changes in the funding allocations
Approved Debt Charges	4,611,620	4,612,425	(805)	Decrease is mainly due to changes in the funding allocations
Subtotal - Capital Grants	15,356,314	15,310,879	45,435	
Total Funding Allocations	208,866,726	206,455,357	2,411,369	

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NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
2007-08 Financial Statements

Analysis of Funding Allocations & Budget Restrictions
Funding Lines - Net Revenue & Net Expenditures

	FINANCIAL STATEMENTS			REVISED BUDGET		
	Net Revenue 2007-08	Net Expenditures 2007-08	Variance 2007-08	Net Revenue 2007-08	Net Expenditures 2007-08	Variance 2007-08
Classroom						
Classroom Teachers	106,541,351	105,052,344	1,489,007	106,625,311	106,372,147	253,164
Occasional / Supply Teachers	2,363,723	2,925,088	(561,364)	2,147,535	2,789,388	(641,853)
Teacher Assistants	12,087,173	11,621,674	465,499	11,863,283	12,376,401	(513,117)
Textbooks, Learning Materials & Equip.	6,954,341	5,876,383	1,077,958	6,958,075	7,011,072	(52,997)
Classroom Computers	1,485,953	1,705,989	(220,036)	1,488,841	1,239,270	249,571
Professionals & Paraprofessionals	5,806,478	4,364,487	1,441,991	5,646,577	4,458,577	1,188,000
Library & Guidance	4,242,733	4,907,372	(664,639)	4,234,574	4,438,103	(203,529)
Staff Development	355,717	410,283	(54,566)	355,298	363,666	(8,369)
Department Heads	346,434	354,182	(7,748)	346,153	320,698	25,455
	140,183,902	137,217,801	2,966,101	139,665,648	139,369,322	296,326
Non-Classroom						
Principals, Vice-Principals	9,731,894	8,819,859	912,035	9,735,187	9,171,740	563,447
School Office Administration	5,104,265	4,375,890	728,375	5,100,700	4,697,583	403,117
Coordinators & Consultants	1,596,984	1,589,706	7,278	1,594,659	2,082,707	(488,048)
Board Administration	5,787,321	6,938,487	(1,151,166)	5,779,747	6,170,782	(391,035)
Operations & Maintenance - Schools	19,491,221	20,251,369	(760,148)	19,530,465	19,253,633	276,832
Continuing Education, Summer School	2,256,651	1,707,506	549,145	1,953,090	1,571,284	381,806
Pupil Transportation	9,358,174	9,205,192	152,982	7,784,982	8,827,427	(1,042,445)
	53,326,510	52,888,009	438,501	51,478,830	51,775,156	(296,326)
Capital & Other						
School Facilities Renewal & Good Places to Learn	5,034,732	3,650,443	1,384,289	5,097,580	4,097,580	1,000,000
Approved Debt Service & Other Capital	4,611,620	4,611,619	1.0	4,612,425	4,612,425	-
New Pupil Places	5,709,962	5,771,675	(61,713)	5,600,874	6,600,874	(1,000,000)
Provision for Reserves	0	4,727,179	(4,727,179)	0	0	-
	15,356,314	18,760,916	(3,404,602)	15,310,879	15,310,879	-
Total	208,866,726	208,866,726	0	206,455,357	206,455,357	0

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NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
2007-08 Financial Statements

**Analysis of Funding Allocations & Budget Restrictions
Budget Restrictions on Classroom Funding Envelope**

	Financial Statements 2007-08	Revised Budget 2007-08	----- Comments on Major Changes -----
Net Classroom Funding Allocation	<u>139,836,342</u>	<u>139,318,455</u>	
Net Classroom Expenditures	<u>136,863,626</u>	<u>138,548,629</u>	
Total Classroom Funding Allocation less Net Classroom Expenditures	2,972,716	769,826	
Less: Provision for Reserve for Classroom Exp.	0	0	
Less: Provision for Reserve for Special Ed. Exp.	0	0	
Less: Other	0	0	
Unspent (Overspent) Classroom Funding	<u>2,972,716</u>	<u>769,826</u>	
Note: Boards can now utilize Unspent Classroom Funding to pay for Non-Classroom Expenditures			
Amount Actually Transferred to the Reserve Fund	<u>0</u>	<u>0</u>	The Board is in compliance with the regulations

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NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
2007-08 Financial Statements

**Analysis of Funding Allocations & Budget Restrictions
Budget Restrictions on Special Education Funding Envelope**

	Financial Statements 2007-08	Revised Budget 2007-08	----- Comments on Major Changes -----
Special Education Funding Allocation			
SEPPA Grants	11,323,055	11,312,122	
ISA Level 1 Grants	449,953	150,000	
ISA Level 2 & 3 Grants	11,370,851	11,239,822	
Total Funding Allocation For Special Ed.	23,143,859	22,701,944	
Add: Other Special Education Grants	71,603	54,000	
Net Funding Allocation For Special Ed.	23,215,462	22,755,944	
Special Education Expenditures			
Total Expenditures relating to Special Education	23,787,678	24,113,964	
Add: Net strike savings attributable to Sp. Ed.	0	0	
Less: Other Revenue Attributable to Sp. Ed.	0	0	
Less: Transfer from Special Ed. Reserve Funds	0	0	
Less: Foundation Grants For Special Ed. Classes Elementary & Secondary Adjustment	23,787,678 (470,250)	24,113,964 (337,952)	
Net Total Expenditures for Special Education	23,317,428	23,776,012	
Unspent (Overspent) Special Ed. Funding	(101,966)	(1,020,068)	
Note: Unspent Funding Allocation must be placed in Special Ed. Reserve Fund			
Amount Actually Transferred to the Reserve Fund	0	0	The Board is in compliance with the regulations

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NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
2007-08 Financial Statements

**Analysis of Funding Allocations & Budget Restrictions
Budget Restrictions on Board Administration Funding Envelope**

	Financial Statements 2007-08	Revised Budget 2007-08	
	-----	-----	Comments on Major Changes -----
Board Administration Funding Allocation			
Total Funding Allocation for Board Administration	5,787,321	5,779,747	
Add: Additional Funding Allocations	0	0	
Less: Other Adjustments	0	0	
	-----	-----	
	5,787,321	5,779,747	
	=====	=====	
Board Administration Expenditures			
Net Expenditures relating to Board Administration	7,530,280	6,606,215	
Add: Net strike savings attributable to Administration	0	0	
Less: Transfer from Reserve Funds	0	0	
Less: Other Revenue Attributable to Administration	(591,793)	(435,433)	
	-----	-----	
	6,938,487	6,170,782	
	=====	=====	
Unspent (Overspent) Board Admin. Funding			
Note: If Funding Allocation is overspent by more than 15%, then the Board must submit a plan to reduce the expenditures within two years.	(1,151,166)	(391,035)	
	-----	-----	
Overspending as a percentage of funding allocation	-19.9%	-6.8%	
	=====	=====	

The Board is not in compliance and it will have to submit a plan to reduce the overexpenditure within two years, because the overexpenditure is greater than 15% of the total funding allocation for board administration

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NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
2007-08 Financial Statements

**Analysis of Funding Allocations & Budget Restrictions
Budget Restrictions on Pupil Accommodation Funding Envelope**

	Financial Statements 2007-08	Revised Budget 2007-08	----- Comments on Major Changes -----
Pupil Accommodation Funding Allocation			
Grants for Facilities Renewal	3,603,911	3,610,328	
Grants for New Pupil Places	5,709,962	5,600,874	
	-----	-----	
	9,313,873	9,211,202	
	=====	=====	
Pupil Accommodation Expenditures			
Expenditures for Facilities Renewal	2,604,711	2,610,328	
Expenditures for New Pupil Places	5,771,675	6,600,874	
	-----	-----	
	8,376,386	9,211,202	
	=====	=====	
Less: related transfer from reserves			
Transfer from pupil accommodation reserve fund	0	0	
Amount of transfer from disposition reserve fund	0	0	
Amount of transfer from other reserve funds	0	0	
Other revenue sources	0	0	
	-----	-----	
	8,376,386	9,211,202	
	=====	=====	
Unspent (Overspent) Pupil Accom. Funding	937,487	0	
Note: Unspent Allocation must be placed in Pupil Accommodation Reserve Fund			
Amount Actually Transferred to the Reserve Fund	937,487	0	
	=====	=====	

The Board is in compliance with the regulations

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APPENDIX B



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

FINANCIAL STATEMENTS

Analysis of Expenditures by Department

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
2007-08 FINANCIAL STATEMENTS

Analysis of Expenditures by Department
Total Board Expenditures

	Financial Statements 2007-08	Revised Budget 2007-08	Increase (Decrease)	Comments on Major Changes
Operating Expenditures				
Board Administration	7,530,279	6,606,215	924,064	See comments on page 2
Elementary Schools	95,597,131	97,918,566	(2,321,435)	See comments on page 3
Secondary Schools	59,871,895	58,828,923	1,042,972	See comments on page 4
Adult & Continuing Education	5,445,426	5,362,380	83,046	See comments on page 5
Plant Operations	17,645,597	16,798,484	847,113	See comments on page 6
Plant Maintenance	2,818,460	2,644,091	174,370	See comments on page 7
Student Transportation	9,434,860	9,177,427	257,434	See comments on page 8
Capital & Other Expenditures				
Good Places to Learn	1,045,732	1,487,252	(441,520)	See comments on page 9
Facilities Renewal	2,604,711	2,610,328	(5,617)	See comments on page 10
Approved Debt Charges	4,611,619	4,612,425	(806)	See comments on page 11
New Pupil Places	5,771,676	6,600,874	(829,198)	See comments on page 12
Provision For Reserves	4,727,183	0	4,727,183	See comments on page 13
Total Board Expenditures	217,104,569	212,646,965	4,457,604	

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**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
2007-08 FINANCIAL STATEMENTS**

**Analysis of Expenditures by Department
Board Administration Expenditures**

	Financial Statements 2007-08	Revised Budget 2007-08	Increase (Decrease)	Comments on Major Changes
Salary & Wages	4,089,077	3,891,050	198,027	Increase is mainly due to additional salaries for casual staff and to the payment of outstanding vacation
Employee Benefits	780,758	770,165	10,592	Increase is mainly due to changes in benefit rates and to the payment of retirement gratuity
Professional Development	79,896	90,000	(10,104)	Decrease is mainly due to a decrease in the attendance of conferences
Supplies & Services General Administration	185,684	117,500	68,184	Increase is mainly due to additional supplies and services
Business Administration	1,632,420	1,029,500	602,920	Increase is mainly due to upgrading of administrative facilities and to the purchase of computer software
Program Administration	2,756	3,000	(244)	
Computers	39,854	40,000	(146)	
Furniture & Equipment	34,243	10,000	24,243	Increase is mainly due to the purchase of additional furniture
Fees & Contracts	685,592	655,000	30,592	Increase is mainly due to an increase in the computer maintenance fees
Total Administration Expenditures	7,530,279	6,606,215	924,064	

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**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
2007-08 FINANCIAL STATEMENTS**

**Analysis of Expenditures by Department
Elementary School Expenditures**

	Financial Statements 2007-08	Revised Budget 2007-08	Increase (Decrease)	Comments on Major Changes
Salary & Wages	79,062,988	80,606,249	(1,543,261)	Decrease is mainly due to changes in grid placements and to the impact of maternity leaves
Employee Benefits	10,891,411	11,724,651	(833,240)	Decrease is mainly due to changes in benefit rates and to the impact of maternity leaves
Professional Development	341,870	370,000	(28,130)	Decrease is mainly due to a reduction in professional development
Supplies & Services				
School Instruction Budgets	1,455,588	1,562,237	(106,649)	Decrease is mainly due to a reduction in the purchase of supplies
Central Instruction Budgets	1,301,741	1,739,429	(437,688)	Decrease is mainly due to a reduction in the purchase of supplies
Central Other Budgets	798,308	675,623	122,685	Increase is mainly due to an increase in the purchase of supplies
Computers	1,244,723	870,228	374,495	Increase is mainly due to an increase in the purchase of computers
Furniture & Equipment	500,502	370,148	130,354	Increase is mainly due to an increase in the purchase of equipment
Fees & Contracts	0	0	0	
Total Elementary School Expenditure	95,597,131	97,918,566	(2,321,435)	

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NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
2007-08 FINANCIAL STATEMENTS

Analysis of Expenditures by Department
Secondary School Expenditures

	Financial Statements 2007-08	Revised Budget 2007-08	Increase (Decrease)	Comments on Major Changes
Salary & Wages	48,832,713	48,060,980	771,733	Increase is mainly due to changes in grid placements
Employee Benefits	6,357,395	6,466,484	(109,089)	Decrease is mainly due to changes in benefit rates
Professional Development	213,592	135,000	78,592	Increase is mainly due to a reduction in professional development
Supplies & Services				
School Instruction Budgets	1,567,083	1,634,094	(67,011)	Decrease is mainly due to a reduction in the purchase of supplies
Central Instruction Budgets	1,631,910	1,545,875	86,035	Increase is mainly due to an increase in the purchase of supplies
Central Other Budgets	341,693	326,455	15,238	Increase is mainly due to an increase in the purchase of supplies
Computers	585,780	474,631	111,149	Increase is mainly due to the purchase of additional computers
Furniture & Equipment	250,929	113,404	137,525	Increase is mainly due to the purchase of additional equipment
Fees & Contracts	90,800	72,000	18,800	Increase is mainly due to the participation in additional programs
Total Secondary School Expenditures	59,871,895	58,828,923	1,042,972	

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**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
2007-08 FINANCIAL STATEMENTS**

**Analysis of Expenditures by Department
Adult & Continuing Education Expenditures**

	Financial Statements 2007-08	Revised Budget 2007-08	Increase (Decrease)	Comments on Major Changes
Salary & Wages	3,736,057	3,748,831	(12,774)	Decrease is mainly due to changes in the deployment of staff
Employee Benefits	476,774	468,168	8,606	Increase is mainly due to under-estimated benefit costs
Professional Development	16,205	13,000	3,205	Increase is mainly due to an increase in professional development
Supplies & Services				
School Instruction Budgets	625,342	628,381	(3,039)	
Central Instruction Budgets	378,567	380,000	(1,433)	
Central Other Budgets	0	0	0	
Computers	18,820	0	18,820	Increase is mainly due to the purchase of additional computers
Furniture & Equipment	17,420	0	17,420	Increase is mainly due to the purchase of additional equipment
Fees & Contracts	176,241	124,000	52,241	Increase is mainly due to an increase in the program fees
Total Adult & Cont. Ed. School Exp.	5,445,426	5,362,380	83,046	

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**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
2007-08 FINANCIAL STATEMENTS**

**Analysis of Expenditures by Department
Plant Operations Expenditures**

	Financial Statements 2007-08	Revised Budget 2007-08	Increase (Decrease)	Comments on Major Changes
Salary & Wages	7,817,597	7,644,407	173,190	Increase is mainly due to additional salaries for casual staff
Employee Benefits	1,841,331	1,961,025	(119,694)	Decrease is mainly due to changes in benefit rates and salary
Professional Development	9,632	20,000	(10,368)	Decrease is mainly due to a decrease in the attendance of conferences
Supplies & Services Utilities	4,694,325	4,789,553	(95,228)	Decrease is mainly due to a reduction in the consumption of energy
Cleaning & Operating	1,282,087	895,500	386,587	Increase is mainly due to the purchase of additional cleaning materials
Sites & Grounds Maintenance	1,307,271	825,000	482,271	Increase is mainly due to an increase in the cost of snow ploughing
Computers	50,671	13,000	37,671	Increase is mainly due to the purchase of additional computers
Furniture & Equipment	107,050	145,000	(37,950)	Decrease is mainly due to a reduction in the purchase of equipment
Fees & Contracts	535,633	505,000	30,633	Increase is mainly due to an increase in cleaning & service contracts
Total Plant Operations Expenditures	17,645,597	16,798,484	847,113	

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**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
2007-08 FINANCIAL STATEMENTS**

**Analysis of Expenditures by Department
Plant Maintenance Expenditures**

	Financial Statements 2007-08	Revised Budget 2007-08	Increase (Decrease)	Comments on Major Changes
Salary & Wages	1,006,061	1,116,266	(110,205)	Decrease is mainly due to a delay in the replacement of maintenance staff
Employee Benefits	231,715	262,325	(30,610)	Decrease is mainly due to changes in benefit rates and salary
Professional Development	12,233	7,500	4,733	Increase is mainly due to an increase in professional development
Supplies & Services Department Operation	198,994	196,000	2,994	Increase is mainly due to an increase in the cost of fuel
Mechanical & Electrical	770,488	340,000	430,488	Increase is mainly due to an increase in the repair of building equipment
Building Maintenance	474,580	490,000	(15,420)	Decrease is mainly due to a reduction in the maintenance of facilities
Computers	1,528	7,000	(5,472)	Decrease is mainly due to a reduction in the purchase of computers
Furniture & Equipment	0	0	0	
Fees & Contracts	122,862	225,000	(102,138)	Decrease is mainly due to a reduction in maintenance & service contracts
Total Plant Maintenance Expenditure	2,818,460	2,644,091	174,370	

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NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
2007-08 FINANCIAL STATEMENTS

Analysis of Expenditures by Department
Student Transportation Expenditures

	Financial Statements 2007-08	Revised Budget 2007-08	Increase (Decrease)	Comments on Major Changes
Salary & Wages	183,766	149,624	34,142	Increase is mainly due to additional salaries for casual staff
Employee Benefits	44,886	33,191	11,695	Increase is mainly due to changes in benefit rates and salary
Professional Development	1,519	3,000	(1,481)	Decrease is mainly due to changes in professional development
Supplies & Services	29,039	27,082	1,957	Increase is mainly due to the purchase of additional supplies and services
Computers	21,130	32,500	(11,370)	Decrease is mainly due to a reduction in the purchase of computers
Furniture & Equipment	0	0	0	
Fees & Contracts				
Bus Transportation	7,812,652	7,712,030	100,622	Increase is mainly due to an increase in the cost of fuel
Taxi & Minivan	487,911	470,000	17,911	Increase is mainly due to an increase in the cost of fuel
Other Transportation	853,956	750,000	103,956	Increase is mainly due to additional transportation from school to school
Total Student Transportation Exp.	9,434,860	9,177,427	257,434	

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**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
2007-08 FINANCIAL STATEMENTS**

**Analysis of Expenditures by Department
Good Places to Learn Expenditures**

	Financial Statements 2007-08	Revised Budget 2007-08	Increase (Decrease)	Comments on Major Changes
Good Places to Learn	<u>1,045,732</u>	<u>1,487,252</u>	<u>(441,520)</u>	Decrease is mainly due to changes in the projected financing costs for the Good Places to Learn Projects

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**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
2007-08 FINANCIAL STATEMENTS**

**Analysis of Expenditures by Department
Facility Renewal Expenditures**

	Financial Statements 2007-08	Revised Budget 2007-08	Increase (Decrease)	Comments on Major Changes
The Facility Renewal Expenditures include the following projects:				
Functional Improvement of Schools				
Replacement of Roofs				
Replacement of Windows				
Electrical & Wiring				
Heating & Ventilation				
Improved Accessibility				
Environmental & Remediation				
Pavement & Grounds				
Engineering Studies & Investigations & Building Condition Management	0	2,610,328	(5,617)	
Other Projects				
Other Upgrading Projects		0	0	
Total Facility Renewal Expenditures	2,604,711	2,610,328	(5,617)	No significant changes in this area

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**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
2007-08 FINANCIAL STATEMENTS**

**Analysis of Expenditures by Department
Approved Capital & Debt Charges Expenditures**

	Financial Statements 2007-08	Revised Budget 2007-08	Increase (Decrease)	Comments on Major Changes
Approved Capital Expenditures				
Improved Accessibility Expenditures	0	0	0	

Approved Debt Charges Expenditures
Under the New Funding Model, the Board will receive grants to support the payment of principal and interest payable on Debentures and Capital Loans Outstanding on May 18, 1998

Principal Payments	3,843,077	3,843,077	0	
Interest Payments	651,055	651,861	(806)	
	4,494,132	4,494,938	(806)	
Total Approved Capital & Debt Char	4,611,619	4,612,425	(806)	No significant changes in this area

B11

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
2007-08 FINANCIAL STATEMENTS**

**Analysis of Expenditures by Department
New Pupil Places Expenditures**

	Financial Statements 2007-08	Revised Budget 2007-08	Increase (Decrease)	Comments on Major Changes
Debt Charges on 25 year Capital Loans				
During the year the Board will incur costs relating to principal and interest payments on debentures and capital loans established to support the construction of new schools, additions and renovation	5,239,134	6,405,272	(1,166,138)	Decrease is mainly due to changes in the projected cost of Capital Loans
Furniture & Equipment & Leases				
During the year the Board will incur costs to purchase new Furniture & Equipment and to lease portable classrooms	532,541	195,602	336,939	Increase is mainly due to the lease of additional portable classrooms
Total New Pupil Places Expenditures	5,771,676	6,600,874	(829,198)	

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**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
2007-08 FINANCIAL STATEMENTS**

**Analysis of Expenditures by Department
Provision for Reserves**

	Financial Statements 2007-08	Revised Budget 2007-08	Increase (Decrease)	Comments on Major Changes
Reserve for Working Funds	3,789,696	0	3,789,696	Increase is mainly due to the availability of additional funding from the Ministry of Education
Reserve for Special Education	0	0	0	
Reserve for Pupil Accommodation	937,487	0	937,487	Increase is mainly due to unspent capital funding under the new pupil places and facility renewal program
Reserve for Classroom Expenditures	0	0	0	
Reserve for Ed. Dev. Charges	0	0	0	
Reserve for Strike Savings	0	0	0	
Reserve for Other Non-Capital Exp.	0	0	0	
Reserve for Proceeds of Disposition	0	0	0	
Reserve for Improved Access	0	0	0	
Total Provision for Reserves	4,727,183	0	4,727,183	

B13

TO: Niagara Catholic District School Board
Board Meeting
Public Session
November 25, 2008

TOPIC: AUDITED FINANCIAL STATEMENTS FOR THE YEAR 2007-2008

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Audited Financial Statements for the year 2007-2008, as presented.

Prepared by: Larry Reich, Superintendent of Business & Financial Services
Presented by: John Crocco, Director of Education
Approved by: John Crocco, Director of Education
Date: November 25, 2008



REPORT TO THE BOARD NOVEMBER 25, 2008

AUDITED FINANCIAL STATEMENTS FOR THE YEAR 2007-2008

BACKGROUND INFORMATION

The Board Auditors have completed the audit engagement for the year 2007-2008.

At this time, we advise the Trustees that the Audited Financial Statements have been released by the Board Auditors – Crawford, Smith and Swallows, Chartered Accountants.

We are pleased to enclose the following information, for the review and approval of the Trustees:

APPENDIX A

Appendix A represents the Management Letter, which comments on the completion and the results of the Audit Engagement for the year 2007-2008.

APPENDIX B

Appendix B represents the Post-Audit Letter, which outlines the various matters arising from the Audit of the Board for the year 2007-2008.

APPENDIX C

Appendix C represents the Audited Financial Statements for the year 2007-2008, which includes the Management Report, the Auditors Report, the Consolidated Financial Statements and the notes to the Consolidated Financial Statements.

With the approval of the Board, the Audited Financial Statements for the year 2007-2008 will be submitted to the Ministry of Education by November 30, 2008.

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Audited Financial Statements for the year 2007-2008, as presented.

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

Presented by: John Crocco, Director of Education

Approved by: John Crocco, Director of Education

Date: November 25, 2008

**AUDITED FINANCIAL STATEMENTS
FOR THE YEAR 2007-08**

The Board Auditors have completed the audit engagement for the year 2007-08.

At this time, we advise the Trustees that the Audited Financial Statements have been released by the Board Auditors – Crawford, Smith and Swallows, Chartered Accountants.

We are pleased to enclose the following information, for the review and approval of the Trustees:

APPENDIX A

Appendix A represents the Management Letter, which comments on the completion and the results of the Audit Engagement for the year 2007-08.

APPENDIX B

Appendix B represents the Post-Audit Letter, which outlines the various matters arising from the Audit of the Board for the year 2007-08.

APPENDIX C

Appendix C represents the Audited Financial Statements for the year 2007-08, which includes the Management Report, the Auditors Report, the Consolidated Financial Statements and the notes to the Consolidated Financial Statements.

With the approval of the Board, the Audited Financial Statements for the year 2007-08 will be submitted to the Ministry of Education by November 30, 2008.

RECOMMENDATION

That the Niagara Catholic District School Board approve the Audited Financial Statements for the year 2007-08, as presented.

Crawford, Smith and Swallow
Chartered Accountants LLP

4741 Queen Street
Niagara Falls, Ontario
L2E 2M2
Telephone (905) 356-4200
Telecopier (905) 356-3410

Offices in:
Niagara Falls, Ontario
St. Catharines, Ontario
Fort Erie, Ontario
Niagara-on-the-Lake, Ontario
Port Colborne, Ontario

*crawford
smith &
swallow*

A1

November 13, 2008

Niagara Catholic District School Board
427 Rice Road
Welland, Ontario
L3C 7C1

Attention: Board of Trustees

Dear Members of the Board of Trustees:

Re: Niagara Catholic District School Board
Management Letter for the Year Ended August 31, 2008

We have now completed our examination of the consolidated financial statements of the Niagara Catholic District School Board for the year ended August 31, 2008. As stated in our report dated October 10, 2008 addressed to the Trustees of the Board, the consolidated financial statements are the responsibility of management. Our responsibility is to express an opinion on the consolidated financial statements based on our audit. In our opinion, the consolidated financial statements present fairly, in all material respects, the financial position of the Board as at August 31, 2008 and the results of operations for the year then ended in accordance with Canadian generally accepted accounting principles.

We were provided with full and excellent co-operation by the management and staff and no limitations of any kind were placed on the scope of our examination.

It is our office policy to report on internal control weaknesses which come to our attention in the course of our audit and recommend improvement for the future. We are pleased to advise that no significant matters were noted in the current year. Matters of a minor nature were discussed with the appropriate staff at the time of our audit.

As in prior years, we were impressed with the quality of work performed by the Board's accounting department. Mr. Larry Reich, Mr. Bill Tumath and the accounting department continue to provide our office with an outstanding year end financial package.

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We would like to take this opportunity to thank Mr. Reich, Mr. Tumath and the accounting department for all assistance provided to our office in the course of our audit.

Yours very truly,

CRAWFORD, SMITH AND SWALLOW
CHARTERED ACCOUNTANTS LLP



Mark Palumbi, CA
Engagement Partner

MP*gz

c.c. Mr. J. Crocco, Director of Education/Secretary Treasurer
Mr. L. Reich, Superintendent of Business & Financial Services

Crawford, Smith and Swallow
Chartered Accountants LLP

4741 Queen Street
Niagara Falls, Ontario
L2E 2M2
Telephone (905) 356-4200
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Offices in:
Niagara Falls, Ontario
St. Catharines, Ontario
Fort Erie, Ontario
Niagara-on-the-Lake, Ontario
Port Colborne, Ontario

**crawford
smith &
swallow**

B,

October 15, 2008

Board of Trustees
Niagara Catholic District School Board
427 Rice Road
Welland, Ontario
L3C 7C1

PLEASE KEEP FOR
REFERENCE

Re: Post Audit Letter

Dear Members of the Board of Trustees:

The following are matters arising from the audit of Niagara Catholic District School Board for the year ended August 31, 2008. This list is not meant to be all-inclusive, nor in any way to restrict the communication of other matters.

Completion of External Audit

We have expressed an unqualified opinion as to whether the consolidated financial statements present fairly in accordance with Canadian generally accepted accounting principles the financial position, results of operations and cash flows of the organization.

The interim audit was conducted during a one week period in September 2008. The year end audit was conducted during a three week period in October 2008.

Fraud

Auditor's Responsibility To Consider Fraud and Error in an Audit of Financial Statements, CICA Handbook 5135, defines fraud as "an intentional act by one or more individuals among management, other employees, those charged with governance, or third parties, involving the use of deception to obtain an unjust or illegal advantage. Although fraud is a broad legal concept, the auditor is concerned with fraudulent acts that cause a material misstatement in the financial statements. Misstatement of the financial statements may not be the objective of some frauds, and misappropriation of assets may not necessarily result in a misstatement of the financial statements. Auditors do not make legal determinations of whether fraud has actually occurred. Fraud involving one or more members of management or those charged with governance is referred to as "management fraud"; fraud involving only employees of the entity is referred to as "employee fraud". In either case, there may be collusion with third parties outside the entity."

We confirm that there were no findings of fraud to communicate to the board of trustees.

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Illegal Acts

Misstatements - Illegal Acts, CICA Handbook 5136 states that the term "illegal act" means a violation of a domestic or foreign statutory law or government regulation attributable to the entity under audit, or to management or employees acting on the entity's behalf. Illegal acts do not include personal misconduct by the entity's management or employees unrelated to the entity's business activities. As explained in CICA Handbook 5136, auditors conducting an audit in accordance with generally accepted auditing standards may not detect an illegal act, or recognize an act as being illegal, even if the effect of its consequences on the financial statements is material. However, the auditors, by applying procedures for the purpose of forming an opinion on the financial statements, may obtain evidence which indicates that an illegal or possibly illegal act may have occurred.

We confirm that no evidence which indicates an illegal or possibly illegal act was found.

Weaknesses in Internal Control

Internal Control in the Context of an Audit, CICA Handbook 5220, provides the following guidance concerning the communication of significant weaknesses in internal control:

CICA Handbook 5220.03 In conducting the audit, the auditors would consider only those internal controls relevant to the audit of the financial statements. An audit is not designed to consider whether internal control is adequate for management's purposes. Consequently, the auditors would only identify weaknesses in internal control that come to the auditors' attention during the financial statement audit. The auditors may not identify all the weaknesses that exist. A weakness in internal control is a deficiency in the design or effective operation of internal control. The identification of weaknesses in internal control is influenced by matters such as the auditors' assessment of materiality, the auditors' preliminary assessment of the components of audit risk and the audit approach used by the auditors. For example, if the auditors use a substantive audit approach for a particular financial statement assertion, they will not perform tests of controls in this area. Therefore the auditors' knowledge of controls in this area will generally be limited. Accordingly, the auditors will not have a detailed knowledge of the control systems that enhance the reliability of data and information and therefore may not identify weaknesses in these control systems.

CICA Handbook 5220.04 A weakness in internal control is significant if, in the auditors' professional judgment, the deficiency is such that a material misstatement is not likely to be prevented or detected in the financial statements being audited. For those weaknesses that resulted in a misstatement, the auditors' judgment that the weakness is significant would not be affected by management's decision to correct the misstatements.

We also confirm that we encountered no significant weaknesses in internal control that should be communicated to the board of trustees.

Related Party Transactions

As explained in Audit of Related Party Transactions, CICA Handbook 6010, auditors conducting an audit in accordance with generally accepted auditing standards may identify related party transactions which are not in the normal course of operations and which, in the auditors' professional judgment, involve significant judgments by management concerning measurement or disclosure.

We confirm that other than the transactions disclosed in note eleven (Related Party Transactions) of the consolidated financial statements, no such transactions requiring the board of trustees to be informed were identified during the audit. We also confirm that the organization has adequate controls in place to identify related party transactions.

Significant Accounting Principles and Policies

The auditors should determine that the board of trustees is informed about:

- (a) the initial selection of and changes in significant accounting policies, including the adoption of new accounting pronouncements, which encompass the specific principles and their method of application;
- (b) the effect of significant accounting policies in controversial or emerging areas, or those unique to an industry;
- (c) the existence of acceptable alternative policies and methods, and the acceptability of the particular policy or method used by management; and
- (d) the effect on the financial statements of significant unusual transactions.

There were no changes to significant accounting principles or policies during the year.

Management Judgments and Accounting Estimates

The auditors should determine that the board of trustees is informed about:

- (a) the issues involved, and related judgments made by management, in formulating particularly sensitive accounting estimates and disclosures (for example, disclosures related to going concern, subsequent events and contingency issues);
- (b) the basis for the auditor's conclusions regarding the reasonableness of the estimates made by management in the context of the financial statements taken as a whole;
- (c) the factors affecting asset and liability carrying values, including the entity's bases for determining useful lives assigned to tangible and intangible assets; and
- (d) the timing of transactions that affect the recognition of revenues or avoid recognition of expenses.

We confirm that we are satisfied with all management estimates.

Other Matters Arising From the Audit

The auditor communicates with the board of trustees any disagreements with management about matters that individually or in the aggregate could be significant to the organization's financial statements or the auditors' report, whether or not satisfactorily resolved. The auditor need not report initial differences of opinion arising from incomplete facts or preliminary information that are later resolved to the auditor's satisfaction.

We confirm that no disagreements were encountered.

In some cases, management may decide to consult with other accountants about auditing and accounting matters. When the auditor is aware that such consultation has occurred, the auditor would communicate with the board of trustees as appropriate. If the auditor finds that the consultation has not occurred in accordance with Reports on the Application of Accounting Principles, Auditing Standards or Review Standards, CICA Handbook 7600, this would be communicated with the board of trustees.

We confirm that we are not aware of any consultations with other accountants.

The auditor communicates with the board of trustees any major issues discussed with management in connection with the initial or recurring appointment of the auditor, including, among other matters, discussions regarding the application of accounting principles and auditing standards, and fees.

We confirm that there are no major issues in connection with the recurring appointment of the auditor.

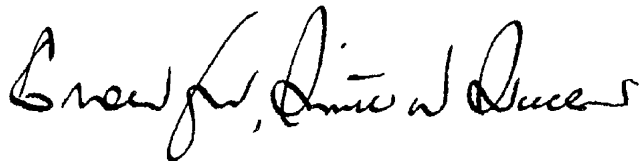
The auditor informs the board of trustees of any serious difficulties encountered while performing the audit, including significant delays in management providing information required for the audit and an unnecessarily brief timetable in which to complete the audit.

We confirm that no serious difficulties were encountered in the performance of the audit.

We look forward to discussing with you the matters outlined in this letter as well as other matters that may be of interest to you.

Yours very truly,

CRAWFORD, SMITH AND SWALLOW
CHARTERED ACCOUNTANTS LLP



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NIAGARA CATHOLIC DISTRICT SCHOOL BOARD

Consolidated Financial Statements

August 31, 2008

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NIAGARA CATHOLIC DISTRICT SCHOOL BOARD

Consolidated Financial Statements

August 31, 2008

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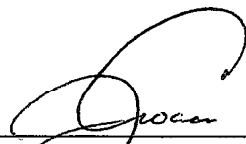
NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
MANAGEMENT REPORT
August 31, 2008

The accompanying consolidated financial statements of the Niagara Catholic District School Board are the responsibility of the Board's management and have been prepared in compliance with legislation and in accordance with generally accepted accounting principles for local governments established by the Public Sector Accounting Board of The Canadian Institute of Chartered Accountants. A summary of the significant accounting policies are described in Note 1 to the consolidated financial statements. The preparation of consolidated financial statements necessarily involves the use of estimates based on management's judgement, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

Board management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements and reliable financial information is available on a timely basis for preparation of the consolidated financial statements. These systems are monitored and evaluated by management.

The Board meets with management to review the consolidated financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the consolidated financial statements.

The consolidated financial statements have been audited by Crawford, Smith and Swallow Chartered Accountants LLP, independent external auditors appointed by the Board. The accompanying Auditors' Report outlines their responsibilities, the scope of their examination and their opinion on the Board's consolidated financial statements.



Director of Education
Mr. John Crocco



Chief Financial Officer
Mr. Larry Reich, CA

Crawford, Smith and Swallow
Chartered Accountants LLP

4741 Queen Street
Niagara Falls, Ontario
L2E 2M2
Telephone (905) 356-4200
Telecopier (905) 356-3410

*crawford
smith &
swallow*

Offices in:
Niagara Falls, Ontario
St. Catharines, Ontario
Fort Erie, Ontario
Niagara-on-the-Lake, Ontario
Port Colborne, Ontario

AUDITORS' REPORT

To the Trustees of the
Niagara Catholic District School Board

We have audited the consolidated statement of financial position of Niagara Catholic District School Board as at August 31, 2008 and the consolidated statements of financial activities and changes in financial position for the year then ended. These consolidated financial statements are the responsibility of the Board's management. Our responsibility is to express an opinion on these consolidated financial statements based on our audit.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the consolidated financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the consolidated financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall consolidated financial statement presentation.

In our opinion, these consolidated financial statements present fairly, in all material respects, the financial position of the Board as at August 31, 2008 and the results of its operations and the changes in its financial position for the year then ended in accordance with Canadian generally accepted accounting principles.



Niagara Falls, Ontario
October 10, 2008

CRAWFORD, SMITH AND SWALLOW
CHARTERED ACCOUNTANTS LLP

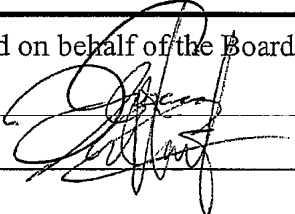

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NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CONSOLIDATED STATEMENT OF FINANCIAL POSITION
 August 31, 2008

	2008	2007
	\$	\$
Financial Assets		
Cash	31,651,708	21,688,115
Accounts receivable	7,729,417	7,601,946
	<u>39,381,125</u>	<u>29,290,061</u>
Contingent Liabilities - note 12		
Financial Liabilities		
Accounts payable and accrued liabilities	8,599,663	9,965,078
Deferred revenue - note 3	4,830,400	4,660,708
Employee future benefits - note 4	15,594,024	15,997,943
Net long-term liabilities - note 5	91,806,910	87,171,467
	<u>120,830,997</u>	<u>117,795,196</u>
Net Financial Liabilities	<u>(81,449,872)</u>	<u>(88,505,135)</u>
Non-Financial Assets		
Prepaid expense	326,888	108,489
Net Liabilities	<u>(81,122,984)</u>	<u>(88,396,646)</u>
Financial Position		
Operating fund	-	-
Capital fund	(4,998,694)	(11,082,215)
Reserves and reserve funds	28,738,119	23,400,277
School activities funds	1,969,143	1,869,513
Total Fund Balances	<u>25,708,568</u>	<u>14,187,575</u>
Amounts to be recovered in future years - note 6	<u>(106,831,552)</u>	<u>(102,584,221)</u>
Net Financial Position	<u>(81,122,984)</u>	<u>(88,396,646)</u>

Signed on behalf of the Board:


 _____ Director of Education

 _____ Chairperson of the Board

See accompanying notes

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NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES
for the year ended August 31, 2008

	2008 \$	2007 \$
Revenues		
Local taxation	46,786,298	46,204,242
Provincial legislative grants	162,161,429	150,440,676
Provincial grants - other	5,224,994	5,675,768
Federal grants and fees	405,781	341,882
Other fees and revenue	2,093,802	2,473,601
Investment income	1,042,917	1,010,534
School fundraising	9,375,630	9,086,599
	227,090,851	215,233,302
Expenditures		
Instruction	160,744,738	155,021,304
Administration	7,530,274	7,118,209
Transportation	9,434,860	9,198,459
School operations and maintenance	20,464,057	19,368,820
Pupil accommodation	12,468,172	18,139,325
Other operating expenses	117,487	117,487
School funded activities	9,276,000	9,017,375
	220,035,588	217,980,979
Net Revenues (Expenditures)	7,055,263	(2,747,677)
Increase (Decrease) in Non-Financial Assets	218,399	(52,264)
Change in Net Assets	7,273,662	(2,799,941)
Financing Transactions		
Add: Long-term financing issued	10,350,737	14,000,000
Less: Employee future benefits	(388,112)	(626,446)
Less: Debt repayments and sinking fund contributions	(5,715,294)	(4,305,606)
	4,247,331	9,067,948
Change in Fund Balances	11,520,993	6,268,007

See accompanying notes

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NIAGARA CATHOLIC DISTRICT SCHOOL BOARD

CONSOLIDATED STATEMENT OF CHANGES IN FINANCIAL POSITION

for the year ended August 31, 2008

	2008 \$	2007 \$
Operations		
Net revenues (expenditures)	7,055,263	(2,747,677)
Sources (Uses)		
Change in accounts receivable	(127,471)	3,396,375
Change in accounts payable and accrued liabilities	(1,365,415)	(4,595,391)
Change in deferred revenue	169,692	189,423
Change in employee future benefits	(403,919)	(505,259)
	(1,727,113)	(1,514,852)
Net increase (decrease) in cash from operations	5,328,150	(4,262,529)
Financing		
Long-term financing issued	10,350,737	14,000,000
Debt repayments and sinking fund contributions	(5,715,294)	(4,305,606)
Net increase in cash from financing	4,635,443	9,694,394
Increase in Cash Position	9,963,593	5,431,865
Cash Position, Beginning of Year	21,688,115	16,256,250
Cash Position, End of Year	31,651,708	21,688,115

See accompanying notes

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
for the year ended August 31, 2008

1. Significant Accounting Policies

The consolidated financial statements have been prepared by management in accordance with generally accepted accounting principles for local governments established by the Public Sector Accounting Board of The Canadian Institute of Chartered Accountants.

(a) Reporting entity

The consolidated financial statements reflect the assets, liabilities, revenues, expenditures and fund balances of the reporting entity. The reporting entity is comprised of all organizations accountable for the administration of their financial affairs and resources to the Board and which are controlled by the Board.

School generated funds, which include assets, liabilities, revenues, expenditures and fund balances of various organizations that exist at the school level and which are controlled by the Board are reflected in the consolidated financial statements.

Interdepartmental and inter-organizational transactions and balances between these organizations are eliminated.

(b) Trust funds

Trust funds and their related operations administered by the Board are not included in the consolidated financial statements as they are not controlled by the Board.

(c) Basis of accounting

Revenue and expenditures are accounted for on the accrual basis of accounting. The accrual basis of accounting recognizes revenues as they are earned and measurable; expenditures are the cost of goods and services acquired in the period whether or not payment has been made or invoices received.

(d) Cash and cash equivalents

Cash and cash equivalents are comprised of cash on hand, demand deposits and short-term investments. Short-term investments are highly liquid, subject to insignificant risk of changes in value and have a short maturity term of less than 90 days.

(e) Capital assets

The historical cost and accumulated depreciation of capital assets are not reported. Capital assets are reported as expenditures on the "Consolidated Statement of Financial Activities" in the year of acquisition.

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NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
for the year ended August 31, 2008

1. Significant Accounting Policies - continued

(f) Deferred revenue

Certain amounts are received pursuant to legislation, regulation or agreement and may only be used in the conduct of certain programs or in the delivery of specific services and transactions. These amounts are recognized as revenue in the fiscal year the related expenditures are incurred or services provided.

(g) Retirement and other employee future benefits

The Board provides defined retirement and other future benefits to specified employee groups. These benefits include pension, future paid sick leave benefits, retirement gratuity, workers' compensation and long-term disability benefits. The Board has adopted the following policies with respect to accounting for these employee benefits:

- (i) The costs of self insured retirement and other employee future benefit plans are actuarially determined using management's best estimate of salary escalation, accumulated sick days during employment and at retirement, insurance and health care cost trends, disability recovery rates, long-term inflation rates and discount rates.

For self-insured retirement and other employee future benefits that vest or accumulate over the periods of service provided by the employees, such as future paid sick leave benefits or retirement gratuities, the cost is actuarially determined using projected benefits method prorated on service. Under this method, the benefit costs are recognized over the expected average service life of the employee group. Any actuarial gains and losses related to the past service of employees are amortized over the expected average remaining service life of the employee group.

For those self-insured benefit obligations that arise from specific events that occur from time to time, such as obligations for workers' compensation, long-term disability and life insurance and health care benefits for those on disability leave, the cost is recognized immediately in the period the events occur. Any actuarial gains and losses that are related to these benefits are recognized immediately in the period they arise.

- (ii) The costs of multi-employer defined pension plan benefits, such as the Ontario Municipal Employees Retirement System pensions, are the employer's contributions due to the plan in the period.
- (iii) The costs of insured benefits are the employer's portion of insurance premiums owed for coverage of employees during the period.

(h) Reserve and reserve funds

Certain amounts, as approved by the Board of Trustees, are set aside in reserves and reserve funds for future operating and capital purposes. Transfers to and/or from reserves and reserve funds are an adjustment to the respective fund when approved.

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
for the year ended August 31, 2008

1. Significant Accounting Policies - continued

(i) Government transfers

Government transfers, which include legislative grants, are recognized in the consolidated financial statements in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met and reasonable estimates of the amount can be made.

(j) Investment income

Investment income earned on surplus operating funds, capital funds, reserves and reserve funds are reported as revenue in the period earned.

Investment income earned on externally restricted funds such as pupil accommodation, education development charges and special education is added to the fund balance and forms part of the respective deferred revenue balances.

(k) Budget figures

Budget figures have been provided for comparison purposes and have been derived from the budget approved by the Trustees. The budget approved by the Trustees is developed in accordance with the provincially mandated funding model for school boards and is used to manage program spending within the guidelines of the funding model. Given differences between the funding model and Canadian generally accepted accounting principles for local governments established by the Public Sector Accounting Board, the budget figures presented have been adjusted to conform with the basis of accounting used to prepare the consolidated financial statements. The budget figures are unaudited.

(l) Use of estimates

The preparation of consolidated financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, disclosures of contingent assets and liabilities at the date of the consolidated financial statements, and reported amounts of revenues and expenditures during the reporting period. Actual results may vary from current estimates. These estimates are reviewed periodically and, as adjustments become necessary, they are reported in the periods in which they become known.

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NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
for the year ended August 31, 2008

2. Tangible Capital Assets

For fiscal years beginning on or after January 1, 2009 the Board will be required to report the historical cost and the accumulated amortization of tangible capital assets in its financial statements in accordance with The Public Sector Accounting Handbook PS3150 - Tangible Capital Assets. As required by the Ministry of Education, the Board will fully implement this standard beginning with the August 31, 2009 fiscal year.

For 2008, Public Sector Guideline 7 requires the disclosure of tangible capital asset information in the notes to the financial statements to the extent that reliable information is available. The board currently does not have detailed information related to furniture, equipment, computer hardware, computer software and vehicles to disclose. Information related to land and buildings summarized below has been obtained from the Ministry of Education for purposes of Provincial Consolidation. As these amounts were used for purposes of the provincial consolidation, the amounts reported are as of March 31, which is the Province of Ontario's fiscal year-end.

Tangible capital assets will be recorded at historical cost. Historical cost includes the costs directly related to the acquisition, design, construction, development, improvement or betterment of tangible capital assets. Cost includes overheads directly attributable to construction and development. Estimated historical cost was used to record existing tangible capital assets, if the actual cost was unknown when the board first started to prepare to implement tangible capital asset accounting.

Amortization is reflected on a straight-line basis over the estimated useful life of the assets at the following amortization rates:

Land improvements with finite lives	15 years
Buildings	40 years
Portable structures	20 years

	Cost \$	Accumulated Amortization \$	March 31, 2008 \$	March 31, 2007 \$
Land	6,925,088		6,925,088	6,925,088
Land improvements	834,266	83,427	750,839	806,457
Buildings	180,849,944	45,929,933	134,920,011	131,366,404
Portable structures	5,861,600	3,718,272	2,143,328	2,432,652
Construction in Progress	56,161		56,161	56,161
	194,527,059	49,731,632	144,795,427	141,586,762

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NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
for the year ended August 31, 2008

3. Deferred Revenue

The use of certain reserve funds are restricted by the provincial government regulations. It is a requirement of the public sector accounting principles of the Canadian Institute of Chartered Accountants that these reserve funds be reported as deferred revenue.

Deferred revenue set-aside for specific purposes by legislation, regulation or agreement as at August 31, 2008 is comprised of:

	2008 \$	2007 \$
Proceeds of disposition	4,603,202	4,441,491
Special education	227,198	219,217
	4,830,400	4,660,708

	2007 \$	2007 \$
Balance, beginning of year	4,660,708	4,471,285
Interest earned	169,692	189,423
Balance, end of year	4,830,400	4,660,708

4. Employee Future Benefits

	2008 \$	2007 \$
Future paid sick leave benefits	9,444,509	9,811,137
Retirement gratuities	5,074,431	5,267,464
WSIB - Schedule II future liability	884,810	687,131
Vacation pay	190,274	232,211
	15,594,024	15,997,943

Ontario Teachers' Pension Plan

Teachers and related employee groups are eligible to be members of Ontario Teachers' Pension Plan. Employer contributions for these employees are provided directly by the Province of Ontario. The pension costs and obligations related to this plan are a direct responsibility of the Province. Accordingly, no costs or liabilities related to this plan are included in the Board's consolidated financial statements.

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NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
for the year ended August 31, 2008

4. Employee Future Benefits - continued

Ontario Municipal Employees Retirement System

All non-teaching employees of the Board are eligible to be members of the Ontario Municipal Employees Retirement System ("OMERS"), a multi-employer pension plan. The plan provides defined pension benefits to employees based on their length of service and rates of pay. The Board contributions equal the employee contributions to the plan. During the year ended August 31, 2008, the Board contributed \$ 1,757,700 (2007 - \$ 1,693,527) to the plan. As this is a multi-employer pension plan, these contributions are the Board's pension benefit expenses. No pension liability for this type of plan is included in the Board's consolidated financial statements.

Future Paid Sick Leave Benefits

The Board allows for the accumulation of sick days for certain groups of employees hired after specified dates up to an allowable maximum provided in their employment agreements. Accumulated credits may be used in future years to the extent that the duration of the employee's illness or injury exceeds the current year's allocation of credits. The use of accumulated sick days for sick leave compensation ceases on termination of employment. The Board provides these benefits through an unfunded defined benefit plan. The benefit costs and liabilities related to this plan are included in the Board's consolidated financial statements.

As a result of an actuarial valuation for the year ending August 31, 2008, it was determined that an actuarial loss of \$ 945,043 existed. This amount is being amortized over the expected average remaining service lives of several employee groups. The unamortized value is \$ 945,043. The actual obligation is \$ 10,389,552.

Retirement Gratuities

The Board provides retirement gratuities to certain groups of employees hired prior to specified dates. The amount of the gratuities paid to eligible employees at retirement is based on their salary, accumulated sick days, and years of service at retirement. The Board provides these benefits through an unfunded defined benefit plan. The benefit costs and liabilities related to this plan are included in the Board's consolidated financial statements.

As a result of an actuarial valuation for the year ending August 31, 2008, it was determined that an actuarial loss of \$ 268,222 existed. This amount is being amortized over the expected average remaining service lives of several employee groups. The unamortized value is \$ 222,120. The actual obligation is \$ 5,296,551.

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NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
for the year ended August 31, 2008

4. Employee Future Benefits - continued

WSIB - Schedule II Future Liability

The Board is a Schedule II employer under the Workplace Safety and Insurance Act and, as such, assumes responsibility for the payment of all claims to its injured workers under the Act. The Board does not fund these obligations in advance of payments made under the Act. The benefit costs and liabilities related to this plan are included in the Board's consolidated financial statements.

A reserve has been established for this liability. The balance as at August 31, 2008 is \$ 914,444 (2007 - \$ 882,320).

Future paid sick leave benefits:

	2008 \$	2007 \$
Employee benefit plan assets	-	-
Employee benefit plan liabilities	9,444,509	9,811,137
Employee benefit plan deficit	9,444,509	9,811,137

	2008 \$	2007 \$
Accrued benefit obligation, beginning of year	9,811,137	9,863,073
Expense for the year	822,529	831,886
Benefits paid during the year	(1,189,157)	(883,822)
Accrued benefit obligation, end of year	9,444,509	9,811,137

Retirement gratuities:

	2008 \$	2007 \$
Employee benefit plan assets	-	-
Employee benefit plan liabilities	5,074,431	5,267,464
Employee benefit plan deficit	5,074,431	5,267,464

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NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
for the year ended August 31, 2008

4. Employee Future Benefits - continued

Retirement gratuities - continued:

	2008 \$	2007 \$
Accrued benefit obligation, beginning of year	5,267,464	5,776,561
Expense for the year	659,359	666,614
Benefits paid during the year	(852,392)	(1,175,711)
Accrued benefit obligation, end of year	5,074,431	5,267,464

WSIB Schedule II future liability:

	2008 \$	2007 \$
Employee benefit plan assets	-	-
Employee benefit plan liabilities	884,810	687,131
Employee benefit plan deficit	884,810	687,131

	2008 \$	2007 \$
Accrued benefit obligation, beginning of year	687,131	655,145
Expense for the year	510,189	187,136
Benefits paid during the year	(312,510)	(155,150)
Accrued benefit obligation, end of year	884,810	687,131

The accrued benefit obligations for future paid sick leave benefits, retirement gratuities and WSIB Schedule II future liability benefit plans as at August 31, 2008 are based on actuarial valuations for accounting purposes. These actuarial valuations were based on assumptions about future events. The economic assumptions used in the valuations are the Board's best estimates of expected rates of:

General Inflation - Future general inflation levels were assumed between 1.5% and 2%.

Interest (Discount) Rate - The present value of future liabilities and the expense were determined using discount rates of 4.5%.

Wage and Salary Escalation - Future general salary and wage levels were assumed to increase at 2.5% for the current year and 3% thereafter.

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
for the year ended August 31, 2008

5. Net Long-Term Liabilities

The balance of net long-term liabilities reported on the "Consolidated Statement of Financial Position" is comprised of the following:

	2008	2007
	\$	\$
Unmatured debenture debt	80,035,009	71,861,630
Capital loans	-	3,296,077
Sinking fund debentures	12,841,325	12,841,325
Less: Sinking fund assets	(1,069,424)	(827,565)
	91,806,910	87,171,467

The net-long-term liabilities outstanding amount of \$ 91,806,910 bears interest at annual rates ranging from 4.56% to 9.25% maturing between 2009 and 2033. Principal of \$ 20,492,284 plus interest of \$ 24,233,940 are payable over the next five years and thereafter as follows:

	Principal and Sinking Fund Contributions \$	Interest \$	Total \$
2009	2,818,327	5,294,672	8,112,999
2010	2,969,256	5,132,960	8,102,216
2011	3,177,196	4,962,515	8,139,711
2012	8,086,616	4,606,154	12,692,770
2013	3,440,889	4,237,639	7,678,528
Thereafter	71,314,626	33,358,311	104,672,937
	91,806,910	57,592,251	149,399,161

Included in net long-term debt are outstanding debentures of \$ 12,841,325 (2007 - \$ 12,841,325) secured by sinking fund assets with a carrying value of \$ 1,069,424 (market value - \$ 1,069,424). Sinking fund assets are comprised of bank deposits.

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NIAGARA CATHOLIC DISTRICT SCHOOL BOARD

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

for the year ended August 31, 2008

6. Amounts to be Recovered in Future Years

The amounts to be recovered in future years reported on the "Consolidated Statement of Financial Position" are comprised of:

	2008	2007
	\$	\$
Employee future benefits	(15,024,642)	(15,412,754)
Net long-term liabilities	(91,806,910)	(87,171,467)
Balance, end of year	(106,831,552)	(102,584,221)

7. Trust Funds

	2008	2007
	\$	\$
Larkin Award Fund	14,301	15,829
Kristen French Scholarship Fund	130,585	128,360
Marion Oakley Fund	5,207	5,012
Nicole Longe Memorial Fund	7,079	6,814
James and Anna McGarry	8,622	8,498
Teachers Finance Leave Plan	820,342	500,128
Michael and Isabelle Moran	54,876	53,816
Hugo and Corrinne Massotti	59,136	58,903
	1,100,148	777,360

8. Debt Charges and Capital Loan Interest

The expenditure for debt charges and capital loan interest includes principal, sinking fund contributions and interest payments as follows:

	2008	2007
	\$	\$
Principal payments on long-term capital loans	5,715,294	4,305,606
Interest payments on long-term capital loans	5,063,704	5,093,098
	10,778,998	9,398,704

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

for the year ended August 31, 2008

9. Expenditures by Object

The following is a summary of the current and capital expenditures reported on the "Consolidated Statement of Financial Activities" by object:

	2008	2007
	\$	\$
Current expenditures:		
Salaries and wages	144,744,059	136,982,380
Employee benefits	20,220,351	19,676,491
Staff development	674,947	708,125
Supplies and services	20,034,957	20,831,942
Interest	5,063,704	5,093,098
Rental expenditures	622,541	360,164
Fee and contract services	11,291,538	11,014,310
	202,652,097	194,666,510
Capital expenditures	8,107,491	14,297,094
School funded activities	9,276,000	9,017,375
Total expenditures by object	220,035,588	217,980,979

10. Ontario School Board Insurance Exchange

The Board is a member of the Ontario School Board Insurance Exchange ("OSBIE"), a reciprocal insurance company licensed under the Insurance Act. OSBIE insures general public liability, property damage and certain other risks.

11. Related Party Transactions

Related party transactions during the year not separately disclosed in the consolidated financial statements include the following:

An amount of \$ 119,002 has been received from the Niagara Foundation for Catholic Education and recorded net of related expenditures.

12. Contractual Obligations and Contingent Liabilities

As at August 31, 2008, the Board has certain legal claims outstanding. It is management's assertion that adequate insurance coverages are in effect for the settlement of these claims, if necessary.

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NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
for the year ended August 31, 2008

13. Commitments

Lease Obligations

The Niagara Catholic District School Board is committed to make the following minimum future lease payments under several operating leases over the next five years:

	\$
2009 -	1,035,714
2010 -	920,236
2011 -	740,125
2012 -	561,965
2013 -	355,169

14. Financial Instruments

Fair value

The Board's financial instruments include cash, accounts receivable, accounts payable and accrued liabilities. The carrying value of these instruments approximates their fair value due to their immediate or short-term liquidity.

Fair value information with respect to net long-term liabilities has been omitted because it is not practical to determine fair value with sufficient reliability.

Credit risk

The Board is exposed to credit risk on certain accounts receivable.

Cash flow risk

The Board's net long-term debt is at fixed interest rates, thus limiting the cash flow risk.

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NIAGARA CATHOLIC DISTRICT SCHOOL BOARD

SCHEDULE OF OPERATING FUND

for the year ended August 31, 2008

	Budget 2008 \$	Actual 2008 \$	Actual 2007 \$
Revenues			
Local taxation	46,045,503	46,786,298	46,204,242
Provincial legislative grants	159,110,450	162,161,429	150,440,676
Provincial grants - other	1,910,480	5,224,994	5,675,768
Federal grants and fees	374,861	405,781	341,882
Other fees and revenues	2,196,117	2,093,802	2,473,601
Investment income		432,259	373,169
	209,637,411	217,104,563	205,509,338
Expenditures			
Instruction	160,630,268	159,729,407	153,866,781
Administration	6,831,215	7,490,420	6,995,233
Transportation	9,144,927	9,413,730	9,178,082
School operations and maintenance	19,052,575	20,304,808	19,145,665
Pupil accommodation	5,416,894	5,596,245	5,363,262
Other	117,487	117,487	117,487
	201,193,366	202,652,097	194,666,510
Net Revenues	8,444,045	14,452,466	10,842,828
Increase (Decrease) in Non-Financial Assets	-	218,399	(52,264)
Financing and Transfers			
Employee future benefits	-	(388,112)	(626,446)
Debt repayments and sinking fund contributions	(5,473,434)	(5,715,294)	(4,305,606)
Transfer to capital fund	(4,856,105)	(3,840,275)	(4,529,330)
Transfer to reserves and reserve funds	1,885,494	(4,727,184)	(1,329,182)
Net financing and transfers	(8,444,045)	(14,670,865)	(10,790,564)
Change in Operating Fund	-	-	-
Operating Fund, Beginning of Year	-	-	-
Operating Fund, End of Year	-	-	-

See accompanying notes

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NIAGARA CATHOLIC DISTRICT SCHOOL BOARD

SCHEDULE OF CAPITAL FUND

for the year ended August 31, 2008

	2008	2007
	\$	\$
Expenditures		
Instruction	1,015,331	1,154,523
Administration	39,854	122,976
Transportation	21,130	20,377
School operations and maintenance	159,249	223,155
Pupil accomodation	6,871,927	12,776,063
Net Expenditures	8,107,491	14,297,094
Financing and Transfers		
Long-term financing issued	10,350,737	14,000,000
Transfer from operating fund	3,840,275	4,529,330
Net financing and transfers	14,191,012	18,529,330
Change in Capital Fund	6,083,521	4,232,236
Capital Fund, Beginning of Year	(11,082,215)	(15,314,451)
Capital Fund, End of Year	(4,998,694)	(11,082,215)

See accompanying notes

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NIAGARA CATHOLIC DISTRICT SCHOOL BOARD

SCHEDULE OF RESERVES AND RESERVE FUNDS

for the year ended August 31, 2008

	2008	2007
	\$	\$
Revenues		
Investment income	610,658	637,365
Financing and Transfers		
Transfer from operating fund	4,727,184	1,329,182
Change in Reserves and Reserve Funds	5,337,842	1,966,547
Reserves and Reserve Funds, Beginning of Year	23,400,277	21,433,730
Reserves and Reserve Funds, End of Year	28,738,119	23,400,277
Analyzed as Follows:		
Pupil accomodation reserve	16,255,567	14,779,954
Reserve for working funds	10,417,849	6,628,154
WSIB	914,444	882,320
Contingency fund	836,954	807,551
Benefit rate stabilization	313,305	302,298
Total Reserves and Reserve Funds	28,738,119	23,400,277

See accompanying notes

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NIAGARA CATHOLIC DISTRICT SCHOOL BOARD

SCHEDULE OF SCHOOL ACTIVITIES FUNDS

for the year ended August 31, 2008

	2008 \$	2007 \$
Revenues		
School fundraising and other revenues	9,375,630	9,086,599
Expenditures		
School funded activities	9,276,000	9,017,375
Change in School Activities Funds	99,630	69,224
School Activities Funds, Beginning of Year	1,869,513	1,800,289
School Activities Funds, End of Year	1,969,143	1,869,513

See accompanying notes

TO: Niagara Catholic District School Board
Board Meeting
Public Session
November 25, 2008

TOPIC: MINUTES OF THE SPECIAL EDUCATION ADVISORY COMMITTEE
MEETING OF OCTOBER 1, 2008

RECOMMENDATION

THAT the Niagara Catholic District School Board receive the Minutes of the Special Education Advisory Committee Meeting of October 1, 2008, as presented for information.

Prepared by: Special Education Advisory Committee
Date: November 25, 2008



NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
SPECIAL EDUCATION ADVISORY COMMITTEE
MEETING OF OCTOBER 1ST, 2008

CATHOLIC EDUCATION CENTRE

APPROVED MINUTES OF THE MEETING

MEMBERS PRESENT:

Jane Houlden (Chair)	Autism Ontario
Kim Rosati	VOICE for Hearing Impaired Children
Carole Fuhrer	Learning Disabilities Association
Sarina Labonte	Community Living-Grimsby, Lincoln & West Lincoln
Anna Racine	The Tourette Syndrome Association of Ontario
Heather Schneider	Community Living – Welland/Pelham
Lilly Iuliano	Down Syndrome Caring Parents (Niagara)
Gary Crole	Trustee
Tony Scalzi	Trustee

ADMINISTRATION/RESOURCE PRESENT:

Lee Ann Forsyth-Sells	Superintendent of Education
Marcel Jacques	Program Officer – Student Support Services
Amanda Cybula	Vice-Principal - Student Support Services – North Team
Carla Bianco	Vice-Principal - Student Support Services – South Team
Theresa Murphy	Principal – Elementary
Ken Griepsma	Vice Principal - Secondary

REGRETS:

Connie Parry	Association for Bright Children
Julie Davison	Contact Niagara

RECORDING SECRETARY:

Tina DiFrancesco	Recording Secretary
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1. CALL TO ORDER

Jane Houlden, Chair, called the meeting to order and Jane Houlden led the members in prayer.

2. ROLL CALL

Members, who had sent regrets or were absent, were noted.

3. APPROVAL OF THE AGENDA OF THE MEETING OF OCTOBER 1, 2008 MOVING THE PRESENTATIONS FIRST ON THE AGENDA

Moved by Sarina Labonte

Seconded by Tony Scalzi

That the Agenda at the Meeting of October 1st, 2008 be approved moving the presentations first on the agenda.

Carried

APPROVAL OF THE AGENDA OF THE MEETING OF OCTOBER 1, 2008

Moved by Gary Crole

Seconded by Carol Fuhrer

That the Agenda at the Meeting of October 1st, 2008 be approved.

Carried

4. DECLARATION OF CONFLICT OF INTEREST

Nil.

5. REVIEW AND APPROVAL OF THE MINUTES OF THE MEETING OF SEPTEMBER 3 2008.

Moved by Sarina Labonte

Seconded by Carole Fuhrer

That the Minutes of the Meeting of September 3rd, 2008 be approved.

Carried

6. VISIONING

6.1 Goals and Vision for 2008 –

The proposed goals and objectives for 2008 and 2009 school year and the completed goals for 2007-2008 school year were attached to the agenda for the October 1st meeting. Jane Houlden suggested looking at the goals for inclusion to be a priority for next month's agenda. Marcel Jacques stated that the SEAC should focus on two or three goals for the year.

7. BUSINESS ARISING FROM THE MINUTES OF THE MEETING OF SEPTEMBER 3, 2008

7.1 Learner Advocacy – Character Development Initiative - Deferred

7.2 Parent Outreach – I.E.P. Information – School Community

Tony Scalzi asked for feedback on the I.E.P. PowerPoint presentation. Marcel Jacques responded that feedback varied from school to school. Parents of students with special needs appreciated the information; however other parents were not as interested. Theresa Murphy added that many parents attend primarily to receive information on the curriculum. Marcel Jacques noted that the I.E.P. PowerPoint presentation will be shown to parents at Catholic School Council meetings.

7.3 Program and Service Recommendations – Special Education Staffing Report

Marcel Jacques handed out the Special Education Elementary and Secondary staffing report. This information can be found in the Special Education Plan 2008 on the Board's website. Marcel Jacques stated there have been minimal changes for this year; however, this is a fluid document and may change depending on the needs of the schools. See attached report.

Procedures for Motions to the Board

Procedures for Motions to the Board were included in the minutes for September 3rd, 2008. Jane Houlden asked the SEAC if they had any questions or comments. No comments were made.

7.4 Special Education Budget – Preliminary Figures, Codes of accounts

Lee Ann Forsyth-Sells handed out the Niagara Catholic District School Board's updated unaudited expenditure statement for the period ending August 31st, 2008. Lee Ann Forsyth-Sells addressed staffing, codes for accounts, and this year's budget compared to last year. See attached report.

7.5 Annual Review – Special Education Plan

7.6 Other related items

8. PRESENTATIONS

8.1 Greetings from the Director of Education

Greetings were extended to the members of the SEAC by the new Director of Education. John Crocco spoke of his vision for the future and expressed how we all share the same vested interest in the students of our schools. John Crocco mentioned the exciting things happening at our board. He has been out to the schools, speaking to staff, and is looking forward to keeping up to date with the SEAC and this new journey.

8.2 Meaning of Inclusion – Marilyn Dolmage

Marilyn Dolmage presented the meaning of inclusion by sharing her family story and emphasizing that students with disabilities receive a complete education when in regular classrooms as they benefit socially and academically. Currently, Marilyn Dolmage is researching the effectiveness of inclusion at two secondary schools in the province of Ontario. Jane Houlden thanked Marilyn Dolmage for her presentation on behalf of the SEAC. See attached reports.

9. AGENCY REPORTS

9.1 VOICE for Hearing Impaired Children – Kim Rosati

- Voice for Hearing Impaired Children is presenting a 2008 Professional Development workshop focusing on Best Practices and Strategies for Intervention with children with hearing loss who are learning to listen and speak. The workshop will be held on November 7th, 2008 at the Royal Botanical Gardens, Burlington, Ontario. The cost in person is \$100.00. The video conferencing fee is \$50.00 per site.
- Voice is presenting a SEAC workshop on November 8th, 2008 at the Royal Botanical Gardens in Burlington from 9:00am – 4:30pm. There are speakers from the Ontario Provincial Infant Hearing Program and the Ministry of Education Special Education Policy and Programs Branch. The cost is complimentary for VOICE SEAC representatives and VOICE members. Non VOICE members are welcome to attend for a fee of \$50.00. See attached reports

9.2 Down Syndrome Caring Parents (Niagara) – Lilly Iuliano

- Down Syndrome Caring Parents held a summer picnic where twenty families attended. Lilly Iuliano stated the picnic went well.
- Upcoming events;
 - Bowl-a-thon on November 2, 2008 at Pla-mor Lanes in Port Dalhousie during the Down Syndrome Awareness week from November 1st – 7th, 2008.
 - Special Needs Social Group – Niagara Eagles meet the 2nd and 4th Friday of each month from 7:00pm – 9:00pm at Orchard Park Bible Church. The cost is \$25.00 per year. See attached report.

9.3 Community Living – Welland/Pelham – Heather Schneider

- No Report

9.4 Association for Bright Children – Connie Parry

- No Report

9.5 Learning Disabilities Association of Niagara – Carole Fuhrer

- LDAO will be holding its Annual AGM in Toronto during the weekend of October 17th.
- Carol Fuhrer thanked the Niagara Catholic District School Board for promoting LDA programs to the schools; LDA have received enquiries and registrations as a result.
- LDA-N has included an information item in our Newsletter about SEAC and will include information on a regular basis.
- Carole Fuhrer requested that the 2007-2008 Niagara Catholic District School Board SEAC work plan accomplishments be posted on the LDA-N website.
- Carole Fuhrer requested that the Niagara Catholic District School Board IEP PowerPoint presentation be posted on the LDA-N website.
- Dawne Mach, Executive Director has been in contact with Amanda Cybula regarding the October 10th CYW training and LDA-N Parent support program nights. See attached report.

9.6 Community Living – Grimsby, Lincoln and West Lincoln(G/L/WL) – Sarina Labonte

- The Ontario Developmental Disabilities Act 2008, a revision to Bill 77 was passed yesterday and will replace the 35 year old DSA legislation. This new law hopes to promote better service, more choice and fairness for individuals living with a developmental disability and their families. For more information visit www.mcass.gov.on.ca Regulations to this act will need to be written before the act will take effect.
- Our organization was approved for a new United Way grant that will help youth and their families' transition from children's services to the adult service system. This three-year program will promote life skills training and explore service options for youth beyond high school. This program will commence in the fall of 2008.
- The accounting firm of Deloitte partnered with our organization on September 5, 2008 for their Day of Caring. Over 50 volunteers took part in completing four separate projects throughout the day in various locations resulting in a tremendous impact.
- With the transformation agenda of the Ministry of Community and Social Services, transfer payment agencies are required to increase their service capacity.
- A partnership between Niagara Child and Youth Services, Niagara Support Services and Community Living-Grimsby, Lincoln & West Lincoln, with funding from the Ontario Trillium Foundation, children and their parents with mental health challenges are being provided with additional supports including overnight and after-school respite, parent education, and additional counseling. This is a three-year project.

9.7 Contact Niagara – Julie Davison

- No Report

9.8 Autism Ontario – Jane Houlden

- Learner/Parent Advocacy – Educational Advocacy with Lindsay Moir – January event
- Parent Outreach – Niagara Catholic District School Board workshop – Understanding your child's I.E.P. – with Niagara Catholic District School Board staff, David O'Rourke and Amy Dowd, Coordinators of Special Education will be held on October 15th at 7:00pm.
- Programs and Services – Parent Support Groups in the fall and spring will align with the social skills programs offered by the Niagara Chapter. Parents who do not have children in the groups are welcome to join in at any point in time.
- What is Autism Spectrum Disorder? An introduction for extended family members. See attached report.

9.9 The Tourette Syndrome Association of Ontario – Anna Racine

- The Tourette Syndrome Association of Ontario held their first meeting in September. The speaker was a 21 year old member who has Tourettes Syndrome. He shared his experiences as a child and now as an adult. Currently, he is a student at Niagara College and hopes to become an Educational Assistant.
- One of the executive is stepping down after years of dedication to the group. She was presented with a thank you gift from the members.

10. STAFF REPORTS

10.1 Amanda Cybula – Vice-Principal Student Support Services –Team North

- Amanda Cybula presented the I.E.P. PowerPoint presentation at the Committee of the Whole meeting on September 9th, 2008 and at the Director's meeting on September 11, 2008. A number of positive comments were received. Amanda Cybula stated it was a great suggestion by the SEAC.

10.2 Carla Bianco – Vice-Principal Student Support Services-Team South

- Carla Bianco talked about the Simultaneous Multi-Sensory Teaching Method (SMT)-Orton-Gillingham training held on September 29, 2008 for Educational Resource Teachers. Carla Bianco stated it is a reading program which was developed by a mother of a dyslexic child. The training has been in the Niagara Catholic District School Board for eight years and is used in all elementary and secondary schools.

10.3 Theresa Murphy – Principal, Elementary

- On September 26th a special celebration took place at Lakeshore Catholic High School in Port Colborne. The day's celebration was designed to motivate, educate and to celebrate the initiatives of our students and staffs related to working together to save and improve our environment. The event celebrated Niagara Catholic's Eco Schools program. The participants were provided with the opportunity to share best practices as they met with other Niagara Catholic Eco School Teams. In April of this year, forty-seven Niagara Catholic schools were certified as Eco Schools. Each of the schools were presented with a special plaque recognizing their Bronze, Silver or Gold rating.
- The audience was captivated by the keynote speaker, Dr. Roberta Bondar who is an astronaut, scientist, physician, and pioneer who was aboard the space shuttle Discovery in 1992. Dr. Roberta Bondar is the world's first astronaut-neurologist. It was a great day for all and a chance for us to reflect on our call to be stewards of God's gift of creation.

10.4 Ken Griepsma – Vice-Principal, Secondary

- On Friday, September 26th, the Niagara Catholic District School Board, along with local dignitaries, community partners and Ministry of Education representatives acknowledged, launched and celebrated four innovative Niagara Catholic Specialist High Skills Major programs in Construction, Transportation Technology, Hospitality / Tourism and Horticulture / Landscaping. There were ribbon-cutting ceremonies at four locations: Lakeshore Catholic High School (Construction), Notre Dame College School – Shaw Street Shop (Transportation Technology), The Quality Inn – St. Catharines – Serving all of our Catholic high schools (Hospitality and Tourism), and The Niagara Parks Commission – in co-operation with Blessed Trinity Catholic High School (Landscaping). A specialist High Skills Major program is made up of courses in the area of specialty (be it Construction, Transportation Technology, etc.) along with other designated courses. Once a student has completed these studies along with the general diploma requirements as prescribed by the Ministry of Education, he or she is awarded a diploma that has a special designation recognizing the specific area of extra study (i.e. Hospitality /Tourism, Horticulture, Landscaping, etc.).
- Further, a June 2008 graduate of Denis Morris Catholic was acknowledged at the Niagara Parks Commission (Horticulture) ceremony as the first student in Ontario to graduate with a Specialist High Skills Major designation in Horticulture / Landscaping and has been accepted into the program at the Niagara School of Horticulture starting in March 2009.
- Upcoming Events:
On Friday, October 31st, General Skills and Supported Classes – along with educational assistants, and teachers from all eight Catholic high schools in the Niagara Catholic District School Board will be attending the annual Special Needs Halloween Masquerade Dance at Denis Morris Catholic High School. Senior Administration and all members of Student Support Services at the Catholic Education Centre have also been invited.
- Catholic secondary school Educational Resource Teachers are currently working on updating Individualized Education Plans with Subject Teachers and distributing these prior to October 8, 2008 for parent comments.

10.5 Marcel Jacques – Program Officer

- Marcel Jacques stated the first Professional Activity day is on October 10th, 2008. Educational Assistants will receive ASD training provided by the Geneva Centre on that day. Marcel Jacques handed out copies of *Shared Solutions*, *Education for All* and the *Special Education Transformation* documents to the new members of the SEAC.

10.6 Lee Ann Forsyth-Sells – Superintendent of Education

- Lee Ann Forsyth-Sells welcomed back Theresa Murphy and also welcomed Ken Griepsma, newly representing the Secondary Principals/Vice Principals on the SEAC.
- Lee Ann Forsyth-Sells reported that Student Support Services has updated the Compassionate Care Resource and Response Guide for schools to use in the event bereavement occurs in a school community. The Principals have received an in-service on the guide and will be provided with a copy for their schools at the October Director's meeting.
- On Friday, September 26, 2008, the Annual Niagara Peninsula Children's Centre dinner dance was held at Club Roma. The Chair of the Board, Ed Niewesteege and Mrs. Niewesteege along with John Crocco, Director of Education and Superintendents, Yolanda Baldasaro, Frank Iannantuono and Lee Ann Forsyth-Sells attended this fund raising event along with Principals and teachers, including Theresa Murphy.
- On Thursday, October 23rd, 2008 the Annual Catholic School Council Chairs' meeting will be held at Monsignor Clancy at 7:00pm.
- On behalf of Student Support Services, Lee Ann Forsyth-Sells extended a Happy Thanksgiving to all SEAC members.
- Jane Houlden commented on the Report to the Committee of the Whole meeting of September 9, 2008. See attached report.

11. TRUSTEE REPORTS

11.1 Gary Crole

- Gary Crole reported the EQAO results for the Niagara Catholic District School Board. Students scored above the provincial average in all areas, except for Grade 9 applied mathematics.

11.2 Tony Scalzi

- No Report

12. NEW BUSINESS

12.1 Learner Advocacy – Assessments - Deferred

- Anna Racine will forward questions to SEAC.

12.2 Parent Outreach – Appointment to Niagara Catholic Regional School Council

- Anna Racine is the SEAC representative for the Niagara Catholic Regional School Council. A suggestion was made to show the I.E.P. PowerPoint presentation at the next meeting to create more awareness.

12.3 Program and Service Recommendations – Programs and services offered by Niagara Catholic

- Jane Houlden requested a list of all programs provided by the Niagara Catholic District School Board.

12.4 Special Education Budget

12.5 Annual Review, Special Education Plan

12.6 Other Related Items – SEAC Reports

- Jane Houlden mentioned that she prepares her report according to the agenda. Lee Ann Forsyth-Sells suggested that the template be shared with other SEAC members.

13. AGENDA ITEMS – DISCUSSION for FUTURE MEETINGS

- a. Inclusion – Jane Houlden and Karen Stoner of Autism Ontario will present information from the CASHRA forum conference at the November 5, 2008 SEAC meeting.
- b. The role of a special education parent representative on Catholic School Councils.
- c. Lee Ann Forsyth-Sells will contact Sheila Bennett for availability in December or January to present on the *Special Education Transformation* document.

14. INFORMATION ITEMS

15. ITEMS DISTRIBUTED

- a) Special Education Staffing Report
- b) Niagara Catholic District School Board Expenditure Statement
- c) Essential Best Practices in Inclusive High Schools
- d) Evidence of Effective High School Inclusion: Research, Resources and Inspiration
- e) SEAC PowerPoint presentation

16. NEXT MEETING

The next meeting of the SEAC will be held on Wednesday, November 5, 2008 at 7:00 p.m. at the Catholic Education Centre, 427 Rice Road, Welland.

17. ADJOURNMENT

Moved by Heather Schneider
Seconded by Sarina Labonte

That the meeting adjourn at 9:15p.m.

Carried

TO: Niagara Catholic District School Board
Board Meeting
Public Session
November 25, 2008

TOPIC: OCTOBER 10 AND NOVEMBER 7, 2008
PROFESSIONAL DEVELOPMENT DAY UPDATE

The report on the
October 10 and November 7, 2008
Professional Development Day Update
is presented for information.

Prepared by: Robert Ciarlo, Superintendent of Education
Khayyam Syne, Administrator of Staff Development

Presented by: Robert Ciarlo, Superintendent of Education
Khayyam Syne, Administrator of Staff Development

Approved by: John Crocco, Director of Education

Date: November 25, 2008



REPORT TO THE BOARD NOVEMBER 28, 2008

OCTOBER 10 AND NOVEMBER 7, 2008 PROFESSIONAL DEVELOPMENT DAY UPDATE

BACKGROUND INFORMATION

In its 2008-2009 Calendar submission to the Ministry of Education in March of this year, the Niagara Catholic District School Board listed among its six (6) Professional Activity days October 10 and November 7, as curriculum based and more specifically, structured within an Assessment and Evaluation theme. In anticipation of the Ministry of Education releasing its guidelines based on the same theme, these two Professional Activity days were closely aligned with provincial education initiatives and expectations.

In response to a request from school administrators, the October 10 day followed an in-school format, which allowed instructional staff to conduct activities in their home schools, while November saw staffs involved in multiple activities at several different locations.

On each day an effort was made to provide both instructional and non-instructional staff with professional development opportunities and involved the Staff Development, Program, Student Support Services and Human Resources Departments working in tandem to achieve this.

Friday, October 10, 2008: (Appendices 1 and 2)

This day for instructional staff was based on “Differentiating Instruction” for all grades as one of the strands of Assessing and Evaluating students’ performance so as to cater to their specific learning styles and maximizing their opportunities for success.

In preparation for the various programs offered, all Program Chairs attended a workshop on Differentiated Instruction on September 19, delivered by Rick Chambers in conjunction with our Program Department. Similarly, all Principals in the Elementary Panel attended a workshop on October 6, dealing with an examination of EQAO individual student reports in an effort to create a school data matrix. This data matrix in turn prepared staff to make evidence informed decisions about their students’ learning.

As part of its current goal of training all School Administrators, Education Resource Teachers (ERT’s) and Educational Assistants (EA’s) in Behaviour Management Systems and Assistive Spectrum Disorder, the Student Support Services Department used this opportunity to continue the roll-out of this initiative.

School Secretaries received additional training on the Board’s Student Information Management System (SIMS), Maplewood, mastering the skills of building and generating a host of reports required to ensure accurate recording and reporting to the Ministry of Education.

CPR and Health and safety programs ran simultaneously in order to certify and re-certify employees from all groups in First Aid and Basic Health and Safety Certification so as to satisfy the Board’s due diligence requirements under the Ontario Occupational Health and Safety Act.

Friday, November 7, 2008

Two experts in the field of Assessment and Evaluation were retained for the day to address selected groups of Elementary and Secondary administrators and teachers. Both were recommended as a result of their extensive work that they're engaged in with several Ontario Boards of Education and the Ministry of Education.

Damian Cooper

As teachers plan classroom assessment, they often feel torn between the competing demands for increased accountability and knowledge, now supported by research, that the most effective assessment strategies provide feedback in words, not scores, and are characterized by responsiveness to students. In this session, Damian will present eight Big Ideas to help teachers simplify assessment and achieve a balance of assessment for learning (to promote learning) and assessment of learning (for grading and reporting).

Stephen White

In this session, Dr. White provides a framework to ensure quality assessments are matched with quality analysis to produce effective instructional decisions. Accountability, collaboration, and high-yield strategy selection form the basis of a powerful framework for due diligence in data analysis. Dr. White challenges participants to reconsider conventional wisdom about data and focus on antecedent-cause data as much as achievement results. Dr. White outlines a simple but effective framework for data analysis that examines data about learning, teaching, and leading to discover insights about next steps to make improvement truly continuous.

The structure of this Professional Activity Day followed a multi-site format where employees could have been located at one of ten different sites throughout the day. The attached shows both the number of different professional learning opportunities offered and the corresponding locations.

It also highlights the variety of employee groups involved in myriad activities specific to their assignment, thereby demonstrating the co-ordinated efforts of many departments.

The Department of Staff Development continues to work with the Program, Student Support Services, Plant and Human Resources Departments to ensure that a regular schedule of Professional learning exists among the various employee groups in a manner that will minimize disruptions to the day to day activities that take place in our buildings.

- Attached - Appendix 1 - October 10, 2008 Professional Activity Day - Elementary
- Appendix 2 - October 10, 2008 Professional Activity Day - Secondary
- Appendix 3 - November 7, 2008 Professional Activity Day - Elementary
- Appendix 4 - November 7, 2008 Professional Activity Day - Secondary

**The report on the October 10 and November 7, 2008
Professional Activity Days is presented for information.**

Prepared by: Robert Ciarlo, Superintendent of Education
Khayyam Syne, Administrator of Staff Development

Presented by: Robert Ciarlo, Superintendent of Education
Khayyam Syne, Administrator of Staff Development

Approved by: John Crocco, Director of Education

Date: November 25, 2008



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

Appendix 1

Niagara Catholic District School Board
Professional Activity Day October 10, 2008

Elementary Program	Focus	Location
Classroom Teachers (incl. ESL/PP/PRT/RR Cyberquest)	EQAO Individual Student Results – Data Matrices – Evidence Informed Decision Making	Home School
FSL	Pearson Publishing – Making Connections – Effective Literacy Classroom	Quality Hotel Parkway, 327 Ontario Street, St. Catharines
Educational Resource Teachers (ERT)	Assistive Spectrum Disorder First Aid Certification Behaviour Management Systems	Home School CEC Four Points Sheraton, 3530 Schmon Pkwy, Thorold
Educational Assistants (EA/SNF)	Behaviour Management Systems First Aid Certification Assistive Spectrum Disorder	Four Points Sheraton, 3530 Schmon Pkwy, Thorold
Child and Youth Workers (CYW)	High on Life Workshop Roots of Empathy Workshop	Catholic Education Centre (CEC)
Secretaries	Maplewood Inquiry Report Builder Importing and Exporting Reports	Catholic Education Centre (CEC)
Speech-Language Pathologists (SLP), Communication-Disorder Assistants (CDA), Teachers of the Hard of Hearing/Blind and Low Vision	Annual Learning Goals Workshop Review of CDA Reports Phonological Awareness Workshop Review of SEA Case Studies	Catholic Education Centre (CEC)

***Please note that representatives from each employee group** could be notified through the Human Resources Department under separate cover, of the need to attend a one (1) day First Aid Re-Certification course (Oct. 10) or two (2) day Mandatory Certification course (Oct. 10 and 14).



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

Appendix 2

Niagara Catholic District School Board
Professional Activity Day October 10, 2008

Secondary Program	Focus	Location
Classroom Teachers (incl. ESL/PP/RR Cyberquest)	EQAO Individual Student Results – Data Matrices – Evidence Informed Decision Making	Home School
FSL	French Assessment Strategies Evidence Informed Decision Making	Home School
Educational Resource Teachers (ERT)	Assistive Spectrum Disorder First Aid Certification Behaviour Management Systems	Four Points Sheraton, 3530 Schmon Pkwy., Thorold
Educational Assistants (EA/SNF)	Behaviour Management Systems First Aid Certification Assistive Spectrum Disorder	*Geneva Training as per accompanying list Four Points Sheraton, 3530 Schmon Pkwy., Thorold *Others at Home School
Child and Youth Workers (CYW)	High on Life Workshop Roots of Empathy Workshop	Catholic Education Centre (CEC)
Secretaries	Maplewood Inquiry Report Builder Importing and Exporting Reports	Catholic Education Centre
Speech-Language Pathologists (SLP), Communication-Disorder Assistants (CDA), Teachers of the Hard of Hearing/Blind and Low Vision	Annual Learning Goals Workshop Review of CDA Reports Phonological Awareness Workshop	Catholic Education Centre (CEC)
Chaplains	a.m. Resource Sharing Workshop p.m. Faith Formation Workshop – Dino Sicoli	Mount Carmel, 7021 Stanley St., Niagara Falls
Student Success, Junior Success, Senior Success	a.m. Credit Recovery Strategies workshop p.m. OERB (Ontario Education Resource Bank) Workshop	Saint Michael Catholic High School
Co-op Credit Recovery Assistants (CRA)	a.m. OCEA Legal & Ethical Workshop a.m. Credit Recovery Strategies Workshop p.m. OERB (Ontario Education Resource Bank) Workshop	Saint Michael Catholic High School Saint Michael Catholic High School
Guidance	a.m. Specialist High Skills Major/Dual Credit Workshop p.m. Brock University New Program In-service	Home School Brock University

*Please note that representatives from each employee group could be notified through the Human Resources Department under separate cover, of the need to attend a one (1) day First Aid Re-Certification course (Oct. 10) or two (2) day Mandatory Certification course (Oct. 10 and 14).



Appendix 3

Niagara Catholic District School Board
Professional Activity Day November 7, 2008

Elementary Program	Times / Focus	Location
NTIP Protégés (Except FLS/ESL)	a.m. - Classroom Management – Ron Morrish p.m. - Damian Cooper	Club Castropignano, 1291 Egerter Rd., Thorold Quality Hotel Parkway, 327 Ontario St., St. Catharines
Early Years JK and Kindergarten	Full Day Workshop Observation Survey and Learning Carpet	Saint Paul Catholic High School
Primary Division: (incl. Reading Recovery) Grade 1; 1/2; 2; 2/3; 3 Grade 2/3; 3; 3/4 Others	a.m. – Damian Cooper p.m. – EQAO Workshop Home School (Post lecture assignment within division)	Quality Hotel Parkway, 327 Ontario St., St. Catharines Americana, 8444 Lundy's Lane, Niagara Falls
Junior Division Grade 3/4; 4; 4/5; 5; 5/6; 6; 6/7 Grade 4 and 5 Grade 5/6; 6; 6/7	a.m. – Pearson Literacy Program Training p.m. – Damian Cooper – EQAO Workshop	Americana, 8444 Lundy's Lane, Niagara Falls Quality Hotel Parkway, 327 Ontario St., St. Catharines Americana, 8444 Lundy's Lane, Niagara Falls
Intermediate Division Grade 7, 7/8; 8	a.m. – Differentiated Instruction (Rick Chambers) p.m. – Religion and Family Life Program Assessment	Notre Dame College School
Educational Assistants	Full Day Workshop First Aid - Second day training Assistive Spectrum Disorder - One day refresher All others will remain at home school	Four Points by Sheraton, 3530 Schmon Pkwy., Thorold
Educational Resource Teachers (ERT) Early Years/ Primary / Junior Division Workshop	a.m. – As per discussion with Principal p.m. – Damian Cooper	Various Quality Hotel Parkway, 327 Ontario St., St. Catharines
ESL Teachers	a.m. – Best Practices and Strategies for ELL p.m. – Damian Cooper	Monsignor Clancy Catholic Elementary School Quality Hotel Parkway, 327 Ontario St., St. Catharines
FSL Teachers	Full Day Workshop a.m. – Classroom Management Strategies p.m. – Tell me More / AIM / Intensive French	Monsignor Clancy Catholic Elementary School
Library Technicians	a.m. – Medianet/Book Buying/Library Technician Binder p.m. – Information Resource Centre Tasks	Catholic Education Centre Home School
Child and Youth Worker (CYW):	Full Day Workshop Tune into Mental Health & Community Resources	Four Points by Sheraton, 3530 Schmon Pkwy., Thorold
Speech Language Pathologists (SLP), Communication-Disorder Assistants (CDA),Child)	Full Day Workshop Mental Health Issues Assessment	Hamilton Health Science Annex, 3430 Schmon Pkwy., Thorold
First Aid Training	First Aid One-day re-certification First Aid Two-day Certification	Denis Morris Catholic High School Notre Dame College School
On-Site Health and Safety Worker Training	(List to follow under separate cover from Human Resource Services) Training on Wed., Nov. 5, Thur. Nov. 6 and Fri. Nov. 7	Holy Cross Catholic Secondary School

All activities except Health and Safety and First Aid SLP and CDA Training, begin at 8:30 a.m. and end at 3:00 p.m., punctuated by a nutrition break in the morning, and a hygiene break in the afternoon. The lunch period is scheduled from 11:30 a.m. to 1:00 p.m. and includes sufficient time to travel between sites.



Appendix 4

Niagara Catholic District School Board

Professional Activity Day Nov. 7, 2008

Secondary Program	Times/Focus	Location
<u>NTIP Protégés</u>		
Secondary Protégés (Except FSL & ESL)	a.m. – Classroom Management (Ron Morrish) p.m. – Dr. Stephen White	Club Castropignano, 1291 Egerter Road, Thorold Americana, 8444 Lundy's Lane, Niagara Falls
<u>Arts</u>		
	a.m. – Best Practices in Assessment Strategies p.m. – Dr. Stephen White	Monsignor Clancy Catholic Elementary School Americana, 8444 Lundy's Lane, Niagara Falls
<u>Business</u>		
Gr. 9 and 10 Program Chair and Gr. 11 and 12	a.m. – Pre Lecture assignment in subject area – CLA Workshop	Home School Saint Michael Catholic High School
Gr. 9 and 10 Program Chair and Gr. 11 and 12	p.m. – Dr. Stephen White – CLA Assignment at	Americana, 8444 Lundy's Lane, Niagara Falls Home School
<u>English</u>		
Gr. 9 and 10 Program Chair and 11 and 12	a.m. –Dr. Stephen White – CLA Workshop	Americana, 8444 Lundy's Lane, Niagara Falls Saint Michael Catholic High School
Gr. 9 and 10 Program Chair and 11 and 12	p.m. – Differentiated Instruction - Rick Chambers – CLA Assignment	Notre Dame College School Home School
<u>English as a Second Language</u>	a.m. – Best Practices and Strategies for ELL p.m. – Dr. Stephen White	Monsignor Clancy Catholic Elementary School Americana, 8444 Lundy's Lane, Niagara Falls
<u>French as a Second language</u>		
	a.m. – Effective Literacy Practices in FSL: Making Connections Workshop p.m. – Dr. Stephen White	Monsignor Clancy Catholic Elementary School Americana, 8444 Lundy's Lane, Niagara Falls
<u>Mathematics</u>		
Gr. 9 and 10 Program Chair and 11 and 12	a.m. – Dr. Stephen White – CLA Workshop	Americana, 8444 Lundy's Lane, Niagara Falls Saint Michael Catholic High School
Gr. 9 and 10 Program Chair and 11 and 12	p.m. – Differentiated Instruction - Rick Chambers – CLA Assignment	Notre Dame College School Home school
<u>Physical Education</u>		
	Full Day Workshop OPHEA Master Trainer / Assessment Strategies	Quality Hotel Parkway, 327 Ontario Street, St. Catharines
<u>Religion and Family Life</u>		
Gr. 9 -12	a.m. – Dr. Stephen White	Americana, 8444 Lundy's Lane, Niagara Falls
Gr. 9 and 10 Gr. 11 and 12	p.m. – Differentiated Instruction – Rick Chambers – Post Lecture Assignment in subject area	Notre Dame College School Home School
<u>Science</u>		
Gr. 9 - 12	a.m. – Min. of Ed. Curriculum Review – Maureen Callan p.m. – Continuation of above at home school	Denis Morris Catholic High School Home School
<u>Social Science</u>		
Gr. 9 - 12	a.m. – Home School (Pre Lecture Assignment in subject area) p.m. – Dr. Stephen White	Americana, 8444 Lundy's Lane, Niagara Falls

All activities except Health and Safety and First Aid SLP and CDA Training, begin at 8:30 a.m. and end at 3:00 p.m., punctuated by a nutrition break in the morning, and a hygiene break in the afternoon. The lunch period is scheduled from 11:30 a.m. to 1:00 p.m. and includes sufficient time to travel between sites.

Appendix 4

Niagara Catholic District School Board

Professional Activity Day Nov. 7, 2008

Secondary Program	Times/Focus	Location
<u>Technology</u>		
Gr. 9 and 10	a.m. – Pre Lecture assignment in subject area	Home School
Gr. 11 and 12	– CLA Workshop	Saint Michael Catholic High School
Gr. 9 and 10	p.m. – Dr. Stephen White	Americana, 8444 Lundy's Lane, Niagara Falls
Gr.11 and 12	– CLA Assignment	Home School
N.B. Technology Teachers identified by Sergio Borghesi will be meeting with him at the CEC in the morning session. These Teachers attend Dr. White's session in the afternoon.		
N.B. Hospitality and Tourism and Transportation Technology Teachers identified by Pat Mete will be stationed at Saint Michael Catholic High School for the full day.		
<u>Educational Resource Teachers</u>	a.m. – Pre Lecture Assignment)	Home School
	p.m. – Dr. Stephen White	Americana, 8444 Lundy's Lane, Niagara Falls
<u>Student Services (Guidance)</u>	a.m. – CLA Workshop	Saint Michael Catholic High School
	p.m. – CLA Assignment	Home School
<u>Co-operative Education</u>	a.m. – Dr. Stephen White	Americana, 8444 Lundy's Lane, Niagara Falls
	p.m. – OSBIE and its relation to Co-operative Education	Saint Michael Catholic High School
<u>Student Success / Credit Recovery</u>		
	a.m. – Ontario Education Resource Bank and Min of Ed. Initiatives	Saint Paul Catholic High School
	p.m. Student Success – Dr. Stephen White	Americana, 8444 Lundy's Lane, Niagara Falls
	Credit Recovery – Tune into Mental Health and Community Resource	Four Points by Sheraton, 3530 Schmon Parkway, Thorold
<u>Education Assistants</u>	Full Day Workshop	
	Refer to Attachment # 4 -second day training	Four Points by Sheraton, 3530 Schmon Parkway, Thorold
	Refer to Attachment # 5 -one day refresher	
	All others will remain at home school	
<u>Library Technicians</u>	a.m. – Medianet / Book Buying / Library Technician Binder	Catholic Education Centre
	p.m. – Home School	
<u>Child and Youth Workers (CYW)</u>	Full Day Workshop – Tune into Mental Health and Community Resource	Four Points by Sheraton, 3530 Schmon Parkway, Thorold
<u>Speech Language Pathologists (SLP), Communication-Disorder Assistants (CDA)</u>	Full day Workshop – Mental Health Issues Assessment	Hamilton Health Sciences Annex, 3430 Schmon Pkwy., Thorold
<u>First Aid Training</u>	Refer to Attachment # 6	
Please note start time 8:45 a.m.	One-day re-certification	Denis Morris Catholic High School
	Two-day re-certification	Notre Dame College School
<u>On-Site Health and Safety Worker Training</u>	(List to follow under separate cover from Human Resource Services)	
	Training on Wed., Nov. 5, Thur. Nov. 6 and Fri. Nov. 7	Holy Cross Catholic Secondary School
<u>Principals and Vice-Principals</u>	9:30 – 11:30 a.m. – Attendance/Suspension/Intervention Review	Saint Paul Catholic High School

All activities except Health and Safety and First Aid SLP and CDA Training, begin at 8:30 a.m. and end at 3:00 p.m., punctuated by a nutrition break in the morning, and a hygiene break in the afternoon. The lunch period is scheduled from 11:30 a.m. to 1:00 p.m. and includes sufficient time to travel between sites.

TO: Niagara Catholic District School Board
Board Meeting
Public Session
November 25, 2008

TOPIC: TRUSTEE INFORMATION
SPOTLIGHT ON NIAGARA CATHOLIC - NOVEMBER 14, 2008



Spotlight

ON
NIAGARA CATHOLIC

www.niagaracatholic.ca

November 14, 2008

Homework help a mouseclick away with Mentor Connector

Niagara Catholic students can now access academic assistance in the evening through an innovative interactive program called Mentor Connector.

On October 9th, 2008, Niagara Catholic students in Grades 9 and 10 had their first opportunity to access online assistance in Religion, English, French, Mathematics, Science, Geography, History and Civics.

More than 500 students have already logged onto the Mentor Connector program, which links Niagara Catholic students with teacher candidates from Brock University in St. Catharines and Niagara University in Lewiston, New York. The program is available Monday through Thursday between 5:30 and 9:30 p.m.

Using their school login, students access the Mentor Connector section of the Niagara Catholic website and are instantly connected to one of fifteen online tutors who can assist them with their homework.

Niagara Catholic is the first school board in North America to design and offer online academic assistance between teacher candidates and students.

The Mentor Connector program went through a two year research, planning and design process before it was implemented.

Two of the major leads involved in the Mentor Connector program are Pat Mete, Niagara Catholic's Secondary Consultant and Dr. Thomas Sheeran, a Professor in the Faculty of Education at Niagara University. Mr. Mete and Dr. Sheeran presented trustees with an update on the program at the Committee of the Whole Meeting. They were joined by mentors from Brock and Niagara Universities and students from Niagara Catholic secondary schools who have used the program.

The university students said they were surprised at the number of students eager to access online homework help, with Niagara Catholic students commenting on the user-friendly design of Mentor Connector.

The program was originally designed to assist at-risk students. However, students who are interested in improving academic results and those wanting to check their homework are turning to Niagara Catholic's Mentor Connector program.



Trustee John Dekker, Vice Chairperson of the Niagara Catholic District School Board, congratulates the Mentor Connector mentors who spoke about the one-of-a-kind program at the Committee of the Whole Meeting on November 11th, 2008.

With a four-hour window of opportunity, students who are unable to access extra assistance after class because of transportation timing, after-school jobs or co-curricular activities can still access help throughout the evening.

"Mentor Connector has provided an additional support for students to achieve academic success," stated Director of Education John Crocco.

Mentor Connector is currently available to all Grade 9 and 10 students free of charge. Plans are to extend the program to Grades 11 and 12 in the 2009-2010 school year and to students in Grades 7 and 8 the following year.

**Next Meeting
Board Meeting - November 25th, 2008**



8 Schools - 4,100 Pilgrims - Over \$200,000 Raised!

Students and staff from each of Niagara Catholic's eight secondary schools represented their communities at the November 11th, 2008 Committee of the Whole meeting. The students spoke about their participation in this year's Pilgrimage for social justice, which took place throughout Niagara on Sunday, October 26th, 2008. Students, staff, alumni, parents and community members raised more than \$200,000 for a variety of projects and programs in school partnered countries around the world. View the Pilgrimage 2008 Photo Gallery at www.niagaracatholic.ca

Aboriginal Education Advisory Committee

As part of an Ontario Ministry of Education initiative to improve the academic achievement and graduation rates of Aboriginal students, Niagara Catholic has entered into a partnership with local educational and Aboriginal organizations to achieve this goal.

Using the *Ontario First Nation, Métis and Inuit Policy Framework* and *Building Bridges to Success for First Nation, Métis and Inuit Students* as their guide, the partnership is working to improve grades and graduation rates, and to assist Niagara's Aboriginal students in pursuing post-secondary studies at college, university or by entering a skilled trade.

The Committee of the Whole report including a list of upcoming meeting dates is posted on the Board's website - www.niagaracatholic.ca

Director's Annual Report 2008 getting a facelift

The 2008 Niagara Catholic District School Board's Director's Annual Report, which will be published early next year, will have a shorter, more reader-friendly format.

The Annual Report will showcase the outstanding achievements and innovative initiatives that make Niagara Catholic a leader in Catholic education in the province. It will demonstrate that Niagara Catholic continues to provide excellence in education to all of its students.

The Education Act requires Directors of Education in Ontario to submit an Annual Report to the Ministry of Education.

A+++

Every Niagara Catholic school marked a very special Remembrance Day - the 90th anniversary of the end of the First World War - on November 11th, in different ways. Schools held special prayer services, invited guest speakers and held assemblies in honor of the fallen.

For the fifth straight year, Niagara Catholic students have collected toys, gifts, school supplies and personal items for students in Guatemala through Packs of Hope. To date, more than 2,700 packs have been collected. Under the leadership of Scott Maxwell and Amanda Lamb, teachers at Denis Morris Catholic High School, the items will make their way to Jalapa, Guatemala, in time for Christmas.

Staff and students at St. Gabriel Lalemant Catholic Elementary School held a spaghetti dinner on October 30th, to benefit a family in the school community who lost all of their possessions in a house fire. With help from local businesses, the event raised more than \$1,200 for the family.

Students at Lakeshore Catholic High School have been active in the City of Port Colborne's Save Our Hospital Campaign. They filmed on-the-street video interviews with residents, which will be presented to Premier Dalton McGuinty by town Councillor Bob Saracino.

Spotlight

Spotlight on Niagara Catholic is a new communications initiative that will be issued after Committee of the Whole and Board Meetings each month.

We welcome your feedback and comments to spotlight@ncdsb.com.



Nurturing Souls and Building Minds