



NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

AGENDA AND MATERIAL

**BOARD MEETING**

**TUESDAY, JUNE 16, 2009  
7:00 P.M.**

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

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**A. ROUTINE MATTERS**

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|---|----|
| 1. Opening Prayer - Trustee Scalzi              | -  |
| 2. Roll Call                                    | -  |
| 3. Approval of the Agenda                       | -  |
| 4. Declaration of Conflict of Interest          | -  |
| 5. Minutes of the Board Meeting of May 26, 2009 | A5 |

**B. DELEGATIONS**

- |   |   |
|---|---|
| 1. Canadian Secondary School Rowing Championships | - |
| 2. OFSSA Medalists                                | - |

**C. COMMITTEE AND STAFF REPORTS**

- |  |        |
|--|--------|
| 1. Kids Helping Kids...Celebrating 11 Years of Contributions   | C1     |
| 2. Cappies Niagara 2009  | C2     |
| 3. School Excellence Program   | C3     |
| • Holy Cross Catholic Secondary School   |        |
| 4. Unapproved Minutes of the Committee of the Whole Meeting of June 2, 2009 and Consideration of Recommendations | C4     |
| 4.1 Establishment of Attendance Area Ad Hoc Review Committees  | C4.1   |
| • Niagara Falls - Elementary and Secondary Family of Schools   |        |
| • St. Catharines - Elementary and Secondary Family of Schools  |        |
| • St. George & St. Joseph (Snyder) Catholic Elementary Schools   |        |
| 4.2 Report on Niagara Catholic Annual Budget 2009-2010   | C4.2   |
| 4.3 Larkin Estate Admission Awards 2009-2010   | C4.3   |
| 5. Policy Committee (to be distributed)  |        |
| 5.1 Unapproved Minutes of the Policy Committee Meeting of June 16, 2009  | C5.1   |
| 5.2 Approval of Policies   |        |
| 5.2.1 Admission of Students Policy (#301.1)  | C5.2.1 |
| 5.2.2 Attendance Areas (#301.3)  | C5.2.2 |
| 5.2.3 Volunteer Drivers (#302.4)   | C5.2.3 |
| 5.2.4 Student Suspension - Safe Schools (#302.5.4)   | C5.2.4 |
| 5.2.5 Student Expulsion - Safe Schools (#302.5.5)  | C5.2.5 |
| 5.2.6 Code of Conduct - Safe Schools (#302.6.2)  | C5.2.6 |
| 5.2.7 Nutrition Policy (#302.7)  | C5.2.7 |

6. Minutes of the S.E.A.C. Meeting of May 6, 2009 and Consideration of Recommendations	C6
6.1 Niagara Catholic District School Board Special Education Plan “Building Bridges to Services – 2009 and Beyond”	C6.1
6.2 Appointment of John Howard Society to the Special Education Advisory Committee as a Community Partner	C6.2
7. Minutes of the Supervised Alternative Learning for Excused Pupils Meeting of June 2, 2009	C7
8. Financial Reports	
8.1 Monthly Banking Transactions for the Month of May 2009	C8.1
8.2 Statement of Revenue and Expenditures as at May 31, 2009	C8.2
9. Niagara Catholic Annual Budget 2009-2010 (Budget Book under separate cover)	C9
10. Executive Council Power	C10
11. Ontario Secondary School Literacy Test 2009	C11
12. Extended Overnight Field Trip/Excursion/Exchange Trip Information	C12

#### **D. TRUSTEE ITEMS, OPEN QUESTION PERIOD & OTHER BUSINESS**

1. Correspondence	
2. Report on Trustee Conferences Attended	-
2.1 OCSTA Conference - May 7 - 9, 2009	
3. General Discussion to Plan for Future Action	-
4. Trustee Information	-
4.1 Spotlight on Niagara Catholic - June 2, 2009	D4.1
4.2 Elementary Principal & Vice-Principal Appointments and Transfers 2009-2010	D4.2
4.3 Calendar of Events - June 2009	D4.3
4.3 L’Aquila Earthquake Fundraiser	-
4.4 Ground Breaking Ceremonies	
• June 23, 2009 - 9:15 a.m. - Cardinal Newman Catholic Elementary School	-
• June 26, 2009 - 9:00 a.m. - St. Joseph Catholic Elementary School (Grimsby)	-
• June 26, 2009 - 10:45 a.m. - Our Lady of Fatima Catholic Elementary School (Grimsby)	-
5. Open Question Period	-
<i>(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.)</i>	

#### **E. NOTICES OF MOTION**

#### **F. BUSINESS IN CAMERA**

#### **G. REPORT ON THE IN CAMERA SESSION**

#### **H. FUTURE MEETINGS AND EVENTS**

- Special Board Meeting - June 22, 2009 - 5:00 p.m.
- Committee of the Whole Meeting - September 15, 2009
- Board Meeting - September 29, 2009

#### **I. MOMENT OF SILENT REFLECTION FOR LIFE**

#### **J. ADJOURNMENT**

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
PUBLIC SESSION  
JUNE 16, 2009**

**TOPIC: MINUTES OF THE BOARD MEETING OF MAY 26, 2009**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the Minutes of Board Meeting of May 26, 2009, as presented.



NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

## MINUTES OF THE BOARD MEETING

**TUESDAY, MAY 26, 2009**

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Minutes of the Meeting of the Niagara Catholic District School Board, held on Tuesday, May 26, 2009, at 7:00 p.m. in the Father Kenneth Burns csc Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

The meeting was called to order at 7:00 p.m. by Chairperson Burtnik.

### A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayers were led by Trustee Fera.

2. Roll Call

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

The following staff were in attendance:

**John Crocco**, Director of Education; **Yolanda Baldasaro**, **Rob Ciarlo**, **Frank Iannantuono**, **Lee Ann Forsyth-Sells**, Superintendents of Education; **Larry Reich**, Superintendent of Business & Financial Services; **Jennifer Brailey**, Manager of Board Services and Communications; **Sherry Morena**, Recording Secretary

**3. Approval of the Agenda**

Moved by Trustee Charbonneau  
Seconded by Trustee Crole

**THAT** the Niagara Catholic District School Board approve the Agenda of the Board Meeting of May 26, 2009, as presented.

**CARRIED**

**4. Disclosure of Interest**

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

**5. Approval of Minutes of the Board Meeting of April 28, 2009**

Moved by Trustee Nieuwesteeg  
Seconded by Trustee Belcastro

**THAT** the Niagara Catholic District School Board approve the Minutes of the Board Meeting of April 28, 2009 as presented.

**CARRIED**

**B. PRESENTATIONS**

**1. National and Provincial Academic Medalists**

Frank Iannantuono, Superintendent of Education, presented information on the National and Provincial Academic Medalists and welcomed Sherri Bassett, Junior Consultant, who introduced the award winners.

Chairperson Burtnik and Director Crocco presented the students with their awards.

- 1.1 - *Niagara Catholic Nation Fair Representative - Ottawa July 7 - 13, 2009*
  - *Jordan Politi, Notre Dame Catholic Elementary School*
- 1.2 - *Niagara Catholic District School Board Award*
  - *Madyson Sylvester, St. Anthony Catholic Elementary School*
- 1.3 - *Sabrina Waller, St. Joseph Catholic Elementary School, Stevensville*
  - *Hannah McLeod, St. Mary Catholic Elementary School, Niagara Falls*
  - *Cara Lozano, Our Lady of Fatima Catholic Elementary School, Grimsby*
  - *Connor Moffat, St. Alexander Catholic Elementary School*
  - *Cody Van der Kooi, Assumption Catholic Elementary School*
  - *Katherine Cornelius, Mother Teresa Catholic Elementary School, St. Catharines*

**2. Elli Kubarakos, St. Francis Catholic Secondary School**

Lee Ann Forsyth-Sells, Superintendent of Education, welcomed student Elli Kubarakos from St. Francis Catholic Secondary School, who presented her french speech to the Board.

Trustee Charbonneau presented Elli with a Niagara Catholic "Excellence in Academics" Pin.

**3. Denis Morris Catholic High School – Godspell Musical Presentation**

Tony Bozza, Principal of Denis Morris Catholic High School, introduced a group of students who entertained the Board with a Musical Presentation from Godspell.

Chairperson Burtnik thanked the students for their performance and asked Trustees Charbonneau and Scalzi to present the performers with Niagara Catholic “Excellence in the Arts” Pins.

**C. COMMITTEE AND STAFF REPORTS**

**1. School Excellence Program - Our Lady of Victory Catholic Elementary School**

Director Crocco gave brief background information on the monthly School Excellence Program. Yolanda Baldasaro, Superintendent of Education, introduced Theresa Murphy, Principal of Our Lady of Victory Catholic Elementary School.

Principal Murphy with the assistance of staff showcased Our Lady of Victory Catholic Elementary School as part of the School Excellence Program.

Chairperson Burtnik thanked Principal Murphy and the staff for their presentation.

**2. Unapproved Minutes of the Committee of the Whole Meeting of May 12, 2009 and Consideration of Recommendations**

Moved by Trustee Fera

Seconded by Trustee Belcastro

**THAT** the Niagara Catholic District School Board receive the unapproved Minutes of the Committee of the Whole Meeting of May 12, 2009, as presented.

**CARRIED**

The following recommendations were presented for the Board’s consideration from the Committee of the Whole Meeting of May 12, 2009.

**2.1 Administration of Oral Medication to Students Under the Age of 18 During School Hours Policy (Policy 302.2 - Revised)**

Moved by Trustee Scalzi

Seconded by Trustee Dekker

**THAT** the Niagara Catholic District School Board approve the Administration of Oral Medication to Students Under the Age of 18 During School Hours Policy (Policy 302.2 - Revised), as presented.

**CARRIED**

**2.2 2009-2010 Preliminary Annual Budget**

Moved by Trustee Dekker

Seconded by Trustee Crole

**THAT** the Niagara Catholic District School Board receive the report on the 2009-2010 Preliminary Annual Budget, as presented.

**CARRIED**

**2.3 Implications of a Phased-In Ban on the Sale of Bottled Water**

Superintendent Baldasaro presented the report on the Implications of a Phased-In Ban on the Sale of Bottled Water.

Moved by Trustee Fera  
Seconded by Trustee Charbonneau

**THAT** the Niagara Catholic District School Board approve that Administrative Council be provided with additional time to collect further data and information to address implications of a phased-in ban on the sale of bottled water in Niagara Catholic. A consultation process with community stakeholders and partners is recommended, with information shared in a future report during the 2009-2010 school year.

**CARRIED**

## **2.4 Financial Reports**

### **2.4.1 Monthly Banking Transactions**

Moved by Trustee Dekker  
Seconded by Trustee Charbonneau

**THAT** the Niagara Catholic District School Board receive the Monthly Banking Transactions for the month of April 2009, as presented for information.

**CARRIED**

### **2.4.2 Statement of Revenue & Expenditures**

Moved by Trustee Dekker  
Seconded by Trustee Charbonneau

**THAT** the Niagara Catholic District School Board receive the Statement of Revenue and Expenditures as at April 30, 2009, as presented for information.

**CARRIED**

## **3. Unapproved Minutes of the Special Committee of the Whole Meeting of May 26, 2009 and Consideration of Recommendations**

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Moved by Trustee Nieuwesteeg  
Seconded by Trustee Scalzi

**THAT** the Niagara Catholic District School Board receive the unapproved Minutes of the Special Committee of the Whole Meeting of May 26, 2009, as presented.

**CARRIED**

The following recommendations were presented for the Board's consideration from the Special Committee of the Whole Meeting of May 26, 2009.

### **3.1 Cardinal Newman Catholic Elementary School Addition and Alterations - Award of Construction Contract**

Moved by Trustee Nieuwesteeg  
Seconded by Trustee Scalzi

**THAT** the Niagara Catholic District School Board approve the award of a construction contract for the addition and alterations to Cardinal Newman Catholic Elementary School to Kenmore Management Inc.

**THAT** the Niagara Catholic District School Board approve the project budget of \$3,047,460 funded from the source as presented, for the addition and alterations to Cardinal Newman Catholic Elementary School.

**CARRIED**

**4. Minutes of the Special Education Advisory Committee Meeting of April 1, 2009**

Moved by Trustee Crole  
Seconded by Trustee Scalzi

**THAT** the Niagara Catholic District School Board receive the Minutes of the Special Education Advisory Committee Meeting of April 1, 2009, as presented for information.

**CARRIED**

**5. Annual Niagara Catholic Graduation Celebration 2009  
Partners in Catholic Education Symposium; System Faith Day 2009**

Superintendent Iannantuono presented the report on the Annual Niagara Catholic Graduation Celebration 2009; Partners in Catholic Education Symposium; System Faith Day 2009.

**6. Pupil Accommodation Review - Senior Staff Follow-up Report and Recommendations**

Director Crocco presented the Pupil Accommodation Review - Senior Staff Follow-up Report and Recommendations.

Moved by Trustee Nieuwesteeg  
Seconded by Trustee Dekker

**THAT** the Niagara Catholic District School Board in accordance with the Board approved Niagara Catholic Pupil Accommodation Review Schedule for 2008-2009 the *Senior Staff Follow-Up Report and Recommendations on Pupil Accommodation Review for Niagara Falls Elementary, St. Catharines Elementary and St. Catharines Secondary*, be received.

**THAT** following recommendations by Senior Staff as provided in the *Senior Staff Follow-Up Report and Recommendations on Pupil Accommodation Review for Niagara Falls Elementary, St. Catharines Elementary and St. Catharines Secondary* be received and considered for approval at the May 26<sup>th</sup>, 2009 Board Meeting;

**CARRIED**

Moved by Trustee Nieuwesteeg  
Seconded by Trustee Dekker

**THAT**, St. Joseph Catholic Elementary School be closed by September 2010 with St. Joseph students relocated through the Attendance Area process to St. Mary, St. Patrick and Father Hennepin Catholic Elementary Schools.

**CARRIED**

Moved by Trustee Fera  
Seconded by Trustee Charbonneau

**THAT**, no sooner than September 2012 and subject to Ministry of Education funding and approval for a new school in the Warren Woods Estate and for an addition and renovations to Our Lady of Mount Carmel Catholic Elementary School, the closure of St. Thomas More Catholic Elementary School with the students relocated to Our Lady of Mount Carmel Catholic Elementary School.

**CARRIED**

Moved by Trustee Scalzi  
Seconded by Trustee Fera

**THAT**, over the next five years Senior Staff will monitor student population growth, projections, location and accommodation data in the southern portion of the City of Niagara Falls and if required, apply to the Ministry of Education for capital funding for a new elementary school in the Warren Woods Estate of Niagara Falls.

**CARRIED**



Moved by Trustee Fera  
Seconded by Trustee Dekker

**THAT**, a Niagara Falls Elementary and Secondary Ad Hoc Attendance Area Review Committee of the Board be established in September 2009 to review the attendance boundaries for all elementary and secondary schools in Niagara Falls. According to the Board's Attendance Area Policy 301.3, the mandate of the committee will be to recommend to the Board stability within all attendance areas while maximizing facility utilization of all elementary and secondary schools in Niagara Falls.

**CARRIED**

Moved by Trustee Crole  
Seconded by Trustee Charbonneau

**THAT**, Senior Staff will continue to monitor the possibility of closing Michael J. Brennan Catholic Elementary School and that Senior Staff will bring a report to the Board no later than September 2012.

**CARRIED**

Moved by Trustee Dekker  
Seconded by Trustee Crole

**THAT**, Our Lady of Fatima Catholic Elementary School not be consolidated at this time subject to the Ad Hoc Attendance Area Review process and recommendations and that Senior Staff continues to monitor enrolment and report back to the Board no later than September 2012.

**CARRIED**

Trustees discussed the wording of motion regarding the proposed closure of St. Nicholas Catholic Elementary School. Trustee Burtnik handed over the role of the Chair in order to make an amendment to the motion. Trustees discussed the amendment to the motion and proposed friendly amendments in order to reflect the wishes of the Board.

Moved by Trustee Dekker  
Seconded by Trustee Scalzi

**THAT**, no sooner than September 2012, the closure of St. Nicholas Catholic Elementary School with students relocated through the Attendance Area process to Mother Teresa, St. Alfred, St. Anthony, St. Christopher and St. Denis Catholic Elementary Schools unless an approved joint venture is confirmed between the Niagara Catholic District School Board and a coterminous District School Board, with community partners to provide appropriate property in the downtown core, and the Ministry of Education to provide confirmed funding and approval for a new downtown elementary school.

**NOT VOTED ON**

#### **AMENDED MOTION**

Moved by Trustee Burtnik  
Seconded by Trustee Scalzi

**THAT**, not later than September 2012, a report be brought to the Board on the closure of St. Nicholas Catholic Elementary School which would occur no sooner than September 2012. The report will include recommendations on student relocation through the Attendance Area process. The Board will pursue all avenues for a joint venture school with community partners and the Ministry of Education to provide confirmed funding and approval for a new downtown elementary school.

**CARRIED**

Moved by Trustee Charbonneau  
Seconded by Trustee Nieuwesteeg

**THAT**, a St. Catharines Elementary and Secondary Ad Hoc Attendance Area Review Committee of the Board be established in September 2009 to review the attendance boundaries for all elementary and secondary schools in St. Catharines. According to the Board's Attendance Area Policy 301.3, the mandate of the committee will be to recommend to the Board stability within all attendance areas while maximizing facility utilization of all elementary and secondary schools in St. Catharines.

**CARRIED**

Moved by Trustee Crole  
Seconded by Trustee Belcastro

**THAT**, the Board maintains all three Catholic secondary schools in St. Catharines and monitors the accommodation and utilization of all three Catholic secondary school facilities over the next five years.

**CARRIED**

Moved by Trustee Crole  
Seconded by Trustee Charbonneau

**THAT**, Senior Staff will continue to apply to the Ministry of Education for additional funding and to identify other sources of funding in order to provide facility plant upgrades to St. Francis Catholic Secondary School.

**CARRIED**

Moved by Trustee Belcastro  
Seconded by Trustee Scalzi

**THAT**, Catholic Secondary Schools in St. Catharines will continue to have the opportunity to implement specialized programs providing sufficient student enrolment and Ministry of Education funding and approval.

**CARRIED**

## **D. TRUSTEE ITEMS, OPEN QUESTION PERIOD & OTHER BUSINESS**

### **1. Correspondence - re Pupil Accommodation Review**

**1.1 City of St. Catharines - Mayor Brian McMullan**

**1.2 Yvonne Wok - Chair of St. Nicholas Catholic Elementary School Council**

**1.3 Gaetano DeBenedetti - St. Joseph Catholic Elementary School**

### **2. Report on Trustee Conferences Attended**

**2.1 OCSTA Conference - May 7 - 9, 2009**

Chairperson Burtnik asked that this item be deferred to the June 16, 2009 Board Meeting.

### **3. General Discussion to Plan for Future Action**

Nil Report

### **4. Trustee Information**

**4.1 Spotlight on Niagara Catholic - May 12, 2009**

Director Crocco presented the Spotlight on Niagara Catholic - May 12, 2009, issue for Trustees' information.

**4.2 Niagara Catholic Calendar of Events - June 2009**

Director Crocco presented the Niagara Catholic Calendar of Events - June 2009.

**4.3 L'Aquila Earthquake Fundraiser**

Director Crocco presented information on the L'Aquila Earthquake Fundraiser.

**4.4 Katrina Catholic Scholarship Fundraiser**

Director Crocco presented information on the Katrina Catholic Scholarship Fundraiser.

**4.5 Specialist High Skills Major**

– Arts & Culture - Niagara Catholic ACT

– Health & Wellness - Niagara Catholic PHASE

Director Crocco informed the Trustees' that the Niagara Catholic District School Board has received funding for the Specialist High Skills Major; Arts & Culture - Niagara Catholic ACT; and Health & Wellness - Niagara Catholic PHASE programs.

**5. Open Question Period**

A Question regarding the Closure of St. Joseph Catholic Elementary School, Niagara Falls was presented.

Chairperson Burtnik stated that following an in-depth study by Senior Staff and the Accommodation Review Committee, that research shows that the declining enrolment makes it no longer financially feasible to keep St. Joseph Catholic Elementary School, Niagara Falls open.

Director Crocco stated that the students will continue to receive the excellence in Catholic Education in their new schools as of September 2010.

**E. NOTICES OF MOTION**

**F. BUSINESS IN CAMERA**

Moved by Trustee Dekker

Seconded by Trustee Nieuwesteeg

**THAT** the Niagara Catholic District School Board move into the In Camera Session.

**CARRIED**

The Niagara Catholic District School Board moved into the In Camera Session of the Board Meeting at 10:50 p.m. and reconvened at 11:30 p.m.

**G. REPORT ON THE IN-CAMERA SESSION**

Moved by Trustee Charbonneau

Seconded by Trustee Belcastro

**THAT** the Niagara Catholic District School Board report the motions from the In Camera Session of the Board Meeting of May 26, 2009.

**CARRIED**

## **SECTION A: STUDENT TRUSTEES PRESENT**

Moved by Trustee Charbonneau  
Seconded by Trustee Belcastro

**THAT** the Niagara Catholic District School Board approve the Minutes of the In Camera Session of the Board Meeting - SECTION A: Student Trustees Present of April 28, 2009, as presented.

**CARRIED (Item F1)**

Moved by Trustee Charbonneau  
Seconded by Trustee Nieuwesteeg

**THAT** the Niagara Catholic District School Board receive the unapproved Minutes of the In Camera Session of the Committee of the Whole Meeting - SECTION A: Student Trustees Present of May 12, 2009, as presented.

**CARRIED (Item F2)**

## **SECTION B: STUDENT TRUSTEES EXCLUDED**

Moved by Trustee Fera  
Seconded by Trustee Crole

**THAT** the Niagara Catholic District School Board approve the Minutes of the In Camera Session of the Board Meeting - SECTION B: Student Trustees Excluded of April 28, 2009, as presented.

**CARRIED (Item F4)**

Moved by Trustee Charbonneau  
Seconded by Trustee Crole

**THAT** the Niagara Catholic District School Board receive the unapproved Minutes of the In Camera Session of the Committee of the Whole Meeting - SECTION B: Student Trustees Excluded of May 12, 2009, as presented.

**CARRIED (Item F5)**

The following motions were reported from the In Camera Session of the Committee of the Whole Meeting - SECTION B: Student Trustees Excluded of May 12, 2009:

Moved by Trustee Charbonneau  
Seconded by Trustee Crole

**THAT** the Niagara Catholic District School Board approve the sale of 0.12 acres of property at the south west corner of the Blessed Trinity Catholic High School site to Losani Homes, as per the Letter of Intent dated April 2, 2009.

**CARRIED (Item F5.1)**

Moved by Trustee Charbonneau  
Seconded by Trustee Nieuwesteeg

**THAT** the Niagara Catholic District School Board approve that the meeting be extended beyond 11:00 p.m.

**CARRIED**

## **H. FUTURE MEETINGS AND EVENTS**

## **I. MOMENT OF SILENT REFLECTION FOR LIFE**

## **J. ADJOURNMENT**

Moved by Trustee Scalzi  
Seconded by Trustee Nieuwesteeg

**THAT** the May 26, 2009 meeting of the Niagara Catholic District School Board be adjourned.  
**CARRIED**

This meeting was adjourned at 11:30 p.m.

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Minutes of the Meeting of the Niagara Catholic District School Board held on **May 26, 2009**.

Approved on the **16th** day of **June 2009**.

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Kathy Burtnik  
Chairperson of the Board

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John Crocco  
Director of Education/Secretary -Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
PUBLIC SESSION  
JUNE 16, 2009**

**TOPIC: KIDS HELPING KIDS...CELEBRATING 11 YEARS OF  
CONTRIBUTIONS**

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The report on Kids Helping Kids...Celebrating 11 Years of  
Contributions is presented for information.

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Prepared by: Yolanda Baldasaro, Superintendent of Education  
Presented by: Yolanda Baldasaro, Superintendent of Education  
Approved by: John Crocco, Director of Education  
Date: June 16, 2009



NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

## REPORT TO BOARD MEETING JUNE 16, 2009

### **KIDS HELPING KIDS...CELEBRATING 11 YEARS OF CONTRIBUTIONS**

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#### **BACKGROUND INFORMATION**

All students of the Niagara Catholic District School Board are to be congratulated for their participation in the "KIDS HELPING KIDS" project in support of the Niagara Peninsula Children's Centre. At the Board Meeting on June 16<sup>th</sup>, 2009 a cheque for \$44,574.50 will be presented to Jim Marino of the Children's Centre.

This year marks 11 years of contributions from all our schools in the Niagara Catholic District School Board. Our students in the Niagara Catholic District School Board gathered together in an outpouring of generosity.

A planning committee of Elementary and Secondary Principals and Vice-Principals created a resource package of materials and poster that was distributed to each elementary and secondary school. The resource package included an awareness and education component, as well as suggestions for fund raising activities. Personnel from the Centre made visits to classrooms and school assemblies throughout the Board, providing opportunities for students and staff to learn more about the facility and its many services. Students made visits to the Centre for job shadowing, video presentations and general awareness.

The Niagara Catholic District School Board's schools, students, staff and parent community have, once again, demonstrated in a concrete way, commitment to their Faith and a willingness to help with the success of this year's campaign.

The report on Kids Helping Kids...Celebrating 11 Years of  
Contributions is presented for information.

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Prepared by: Yolanda Baldasaro, Superintendent of Education

Presented by: Yolanda Baldasaro, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: June 16, 2009



Niagara Catholic students...

# Kids Helping Kids

supporting



**N.C.D.S.B. Campaign**  
**February 9<sup>th</sup> – 12<sup>th</sup>, 2009**



**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
PUBLIC SESSION  
JUNE 16, 2009**

**TOPIC: CAPIES NIAGARA**

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The report on Capiès Niagara is presented for information.

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Prepared by: Frank Iannantuono, Superintendent of Education  
Christine Graham, Program Officer: Curriculum

Presented by: Frank Iannantuono, Superintendent of Education  
Christine Graham, Program Officer: Curriculum  
Jayne Evans, FSL /ESL / Arts Consultant

Approved by: John Crocco, Director Of Education

Date: June 16, 2009



NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

## REPORT TO BOARD MEETING JUNE 16, 2009

### CAPPIES NIAGARA

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#### BACKGROUND INFORMATION

The Niagara Catholic District School Board, along with the District School Board of Niagara and Ridley College, has recently completed the first year of participation in the 'Cappies Niagara' program. Ottawa and Edmonton have already had several years of Cappies experience. Niagara is now the third Canadian Cappies district. In 1999, as a personal response to the Columbine tragedy, American author and actor, William Strauss co-founded the Cappies program for high school students.

The Cappies, "Critics and Awards Program," is a program through which high school theater and journalism students are trained as critics, attend shows at other schools, write reviews, and publish those reviews in local newspapers. This year the St. Catharines Standard hosted our reviews on five (5) different occasions. For complete reviews please visit:  
<http://www.stcatharinesstandard.ca/Search.aspx?search=cappies>

At the end of the theatre season, the student critics vote for awards that are presented at a formal Cappies Gala. This year's event was held on Thursday, May 21st, at St. Catharines Collegiate and two hundred students, teachers and parents were impressed by this first-ever Cappies Niagara Awards Ceremony.

In this first year, St. Francis Catholic Secondary School participated with their rendition of Little Shop of Horrors. The critics' teams from the other Cappies' schools witnessed the production on Thursday, April 23rd at the Mandeville Theatre, Ridley College. Immediately after the show the critics met to discuss the performance and to determine for which nomination categories this show would qualify.

The same process took place at four other local area secondary schools. The Critics' Team from St. Francis Catholic Secondary School attended three performances and then submitted their reviews before the Sunday morning deadline.

Mr. Tim Chalmers and Mrs. Denise Rozman were the teacher advisors for the following student critics: Katelyn Miele, Andy Cameron, Paul Dyck and Andrew Primeau.

St. Francis Catholic Secondary School was nominated in fourteen (14) different categories and won ten (10) trophies.

In order to be a Cappies school the school must perform a full-length play or musical that includes one intermission. Also, the school must organize a Critics' Team that will review a minimum of three of the Cappies shows in the Niagara Region. Full training for the Critics' Teams takes place in the early fall so that students are prepared to attend shows that will run throughout the school year.

The Cappies Niagara program is expected to expand in the next academic year and all eight Catholic Secondary Schools in Niagara Catholic will be invited to consider this special program providing they meet the criterion which is set.

The report on Cappies Niagara is presented for information.

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Prepared by: Frank Iannantuono, Superintendent of Education  
Christine Graham, Program Officer: Curriculum

Presented by: Frank Iannantuono, Superintendent of Education  
Christine Graham, Program Officer: Curriculum  
Jayne Evans, FSL /ESL / Arts Consultant

Approved by: John Crocco, Director of Education

Date: June 16, 2009

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
COMMITTEE OF THE WHOLE  
PUBLIC SESSION  
JUNE 16, 2009**

**TOPIC: SCHOOL EXCELLENCE PROGRAM  
HOLY CROSS CATHOLIC SECONDARY SCHOOL**

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# Holy Cross Catholic Secondary School Profile

**Joseph Zaroda**  
**Principal**  
460 Linwell Road  
St. Catharines, ON  
L2M 2P9  
(905) 937-6446

Niagara Catholic District School Board

October 2008

## Director of Education

*John Crocco*

## Superintendent of Education

*Lee Ann Forsyth-Sells*

## Catholic Education Center

*427 Rice Road*

*Welland, Ontario L3C 7C1*

*(905) 735-0240*

*Fax (905) 734-8828*

## Trustees

*Kathy Burtnik*

*Maurice Charbonneau*

## Parish Connection

*St. Alfred's Church*

*St. Vincent de Paul*

## Board Mission

*The Mission of the Niagara Catholic District School Board, as a Catholic Community of learners, is to ensure that all students develop the knowledge, skills and values to reach their full potential, with Christ as the Way, the Truth and the Light*

## School Vision Statement

*"We are a Catholic School Community devoted to the teachings of Jesus Christ. Within a safe environment, we inspire learning and balanced growth in our students"*

## School Motto

*We aspire to succeed in everything we do*



## Who we are:

Nestled in a residential section of north end St. Catharines, Holy Cross Catholic Secondary School stands proud as the "Home of the Raiders".

Holy Cross Catholic Secondary School serves a student population of approximately 900 and boasts a variety of programs that include Co-operative Education, English as a Second Language, Special Learning Classrooms, and Ontario Youth Apprenticeship Programs.

Holy Cross offers the best possible experience in academics, competitive sports, and the Arts, as well as personal and faith development. A Holy Cross student is a graduate who is ready to face the rigors of life with strength, confidence, skill and

## Beliefs:

- **We believe** that given the proper conditions, every student can learn.
- **We believe** that young people need opportunities to develop a strong relationship with God.
- **We believe** that our young people are the future.
- **We believe** in a safe learning environment providing structure and security.
- **We believe** we are a School with a Difference ... proud of our tradition of excellence.

## We Promote:

### Community Projects

- Missions in Haiti
- Community Care in St. Catharines
- Child Find Ontario
- Rankin Cancer Run
- St. Vincent de Paul Society/St Alfred Church
- Grape and Wine Festival Parade
- Hotel Dieu/Shaver Hospital
- Hannah House
- FACS Niagara
- Niagara-on-the-Lake Santa Claus Parade
- MS Society

### Special Activities/Programs

- Adopt – a – Road (Linwell Rd.)
- Canadian Mathematics Contests
- Regional Science Fair
- French and Italian Contests
- Re-cycling/Holy Cross Eco Team
- Apprenticeships through OYAP: Cook/Chef, Hairstylists, Construction
- Musical Production
- Murder Mystery Dinner
- Sears Drama Festival
- Key Club (Kiwanis)
- Health and Wellness Fair



## Results of the Assessment of Mathematics - Academic

In January and June 2008, the Education Quality and Accountability Office Assessment of Mathematics was written by all students studying Grade 9 academic mathematics. This assessment was based on the Grade 9 expectations for academic mathematics in the provincial curriculum.

This province-wide assessment provides a snapshot of student learning based on student achievement demonstrated during the assessment. Results should be considered along with other reports of achievement collected on an ongoing basis over the semester. Successful completion of this assessment is not a graduation requirement. Students are not required to rewrite this assessment.

The EQAO reported the results of school, Board and provincial achievement by two methods. Results for all students included all Grade 9 students enrolled in Grade 9 academic mathematics. Results for fully-participating students included all Grade 9 students enrolled in Grade 9 academic mathematics, but excluded students for whom no performance data was available.

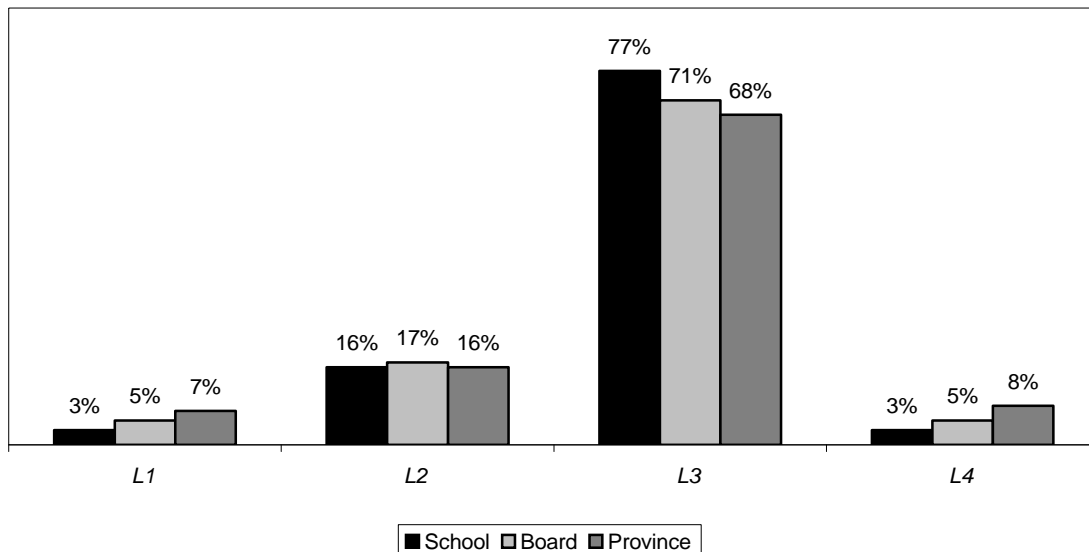
The Niagara Catholic District School Board's commitment to quality Catholic education and to the success and achievement of each individual student entrusted to our care was demonstrated by the fact that 99% of Grade 9 academic mathematics students participated in the provincial assessment.

Province-wide test results showed that 98% of the Niagara Catholic District School Board Grade 9 academic mathematics students were successful in achieving Level 1 or higher, with 77% meeting and exceeding the provincial standard of Level 3.

### All Students

### Holy Cross SS

(Includes all Grade 9 students who studied academic mathematics)



## Results of the Assessment of Mathematics - Applied

In January and June 2008, the Education Quality and Accountability Office Assessment of Mathematics was written by all students studying Grade 9 applied mathematics. This assessment was based on the Grade 9 expectations for applied mathematics in the provincial curriculum.

This province-wide assessment provides a snapshot of student learning based on student achievement demonstrated during the assessment. Results should be considered along with other reports of achievement collected on an ongoing basis over the semester. Successful completion of this assessment is not a graduation requirement. Students are not required to rewrite this assessment.

The EQAO reported the results of school, Board and provincial achievement by two methods. Results for all students included all Grade 9 students enrolled in Grade 9 applied mathematics. Results for fully-participating students included all Grade 9 students enrolled in Grade 9 applied mathematics, but excluded students for whom no performance data was available.

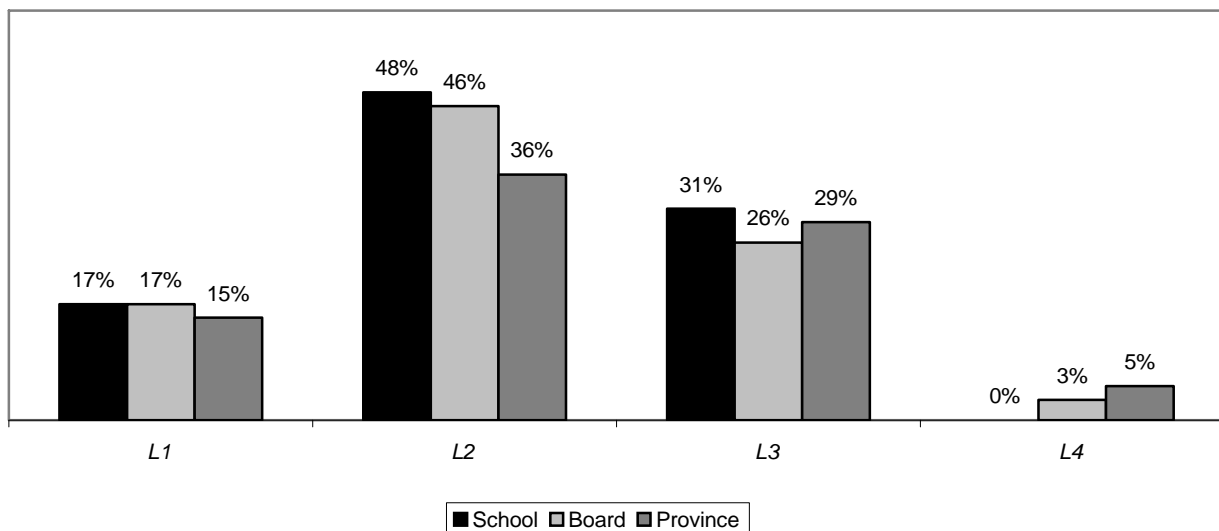
The Niagara Catholic District School Board's commitment to quality Catholic education and to the success and achievement of each individual student entrusted to our care was demonstrated by the fact that 97% of Grade 9 applied mathematics students participated in the provincial assessment.

Province-wide test results showed that 92% of the Niagara Catholic District School Board Grade 9 applied mathematics students were successful in achieving Level 1 or higher, with 29% meeting and exceeding the provincial standard of Level 3.

### All Students

### Holy Cross SS

(Includes all Grade 9 students who studied applied mathematics)



**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
PUBLIC SESSION  
JUNE 16, 2009**

**TOPIC: UNAPPROVED MINUTES OF THE COMMITTEE OF THE  
WHOLE MEETING OF JUNE 2, 2009**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board receive the unapproved Minutes of the Committee of the Whole Meeting of June 2, 2009, as presented.

The following recommendations are being presented for the Board's consideration from the Committee of the Whole Meeting of June 2, 2009.

**2.1 Establishment of Attendance Area Ad Hoc Review Committees**

- *Niagara Falls - Elementary and Secondary Family of Schools*
- *St. Catharines - Elementary and Secondary Family of Schools*
- *St. George & St. Joseph (Snyder) Catholic Elementary Schools*

1. **THAT** the Niagara Catholic District School Board approve the establishment of the Niagara Falls Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee and that a final report be presented to the Board, through the Committee of the Whole, no later than January 2010.
2. **THAT** the Niagara Catholic District School Board approve the establishment of the St. Catharines Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee and that a final report be presented to the Board, through the Committee of the Whole, no later than January 2010.
3. **THAT** the Niagara Catholic District School Board approve the establishment of the St. George and St. Joseph (Snyder) Catholic Elementary Schools Attendance Area Ad Hoc Committee and that a final report be presented to the Board through the Committee of the Whole, no later than January 2010.

**2.2 Niagara Catholic Annual Budget 2009-2010**

**THAT** the Niagara Catholic District School Board approve the Report on the Niagara Catholic Annual Budget 2009-2010, as presented.

**2.3 Larkin Estate Admission Awards 2009-2010**

**THAT** the Niagara Catholic District School Board approve the payment of \$8,500.00 for Larkin Estate Admission Awards at \$500.00 per eligible student, as presented.





NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

## MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

**TUESDAY, JUNE 2, 2009**

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Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, June 2, 2009, at 7:00 p.m. in the Father Kenneth Burns csc Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

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

### A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayers were led by Trustee Nieuwesteeg.

2. Roll Call

Trustee	Present	Excused
John Belcastro	✓	
Kathy Burtnik	✓	
Maurice Charbonneau	✓	
Gary Crole	✓	
John Dekker	✓	
Frank Fera	✓	
Ed Nieuwesteeg	✓	
Tony Scalzi	✓	
<b>Student Trustees</b>		
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; **Jennifer Brailey**, Manager of Board Services and Communications; **Sherry Morena**, Recording Secretary

- **Introduction of Student Trustees 2009-2010**

Director Crocco introduced the 2009- 2010 Student Trustees - Juliana Ciccarelli of Saint Paul Catholic High School, Niagara Falls and Megan Grocholsky of Notre Dame College School in Welland, and welcomed them to the Committee of the Whole Meeting.

**3. Approval of the Agenda**

Moved by Trustee Crole

**THAT** the Committee of the Whole approve the Agenda of the Committee of the Whole Meeting of June 2, 2009, as presented.

**CARRIED**

**4. Disclosure of Interest**

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

**5. Minutes of the Committee of the Whole Meetings**

**5.1 Minutes of the Committee of the Whole Meeting of May 12, 2009**

Moved by Trustee Belcastro

**THAT** the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of May 12, 2009, as presented.

**CARRIED**

**5.2 Minutes of the Special Committee of the Whole Meeting of May 26, 2009**

Moved by Trustee Belcastro

**THAT** the Committee of the Whole approve the Minutes of the Special Committee of the Whole Meeting of May 26, 2009, as presented.

**CARRIED**

**B. PRESENTATIONS**

**C. COMMITTEE AND STAFF REPORTS**

**1. Policy Committee**

**1.1 Unapproved Minutes**

**Policy Committee Meeting - May 25, 2009**

Moved by Trustee Scalzi

**THAT** the Committee of the Whole receive the unapproved Minutes of the Policy Committee Meeting of May 25, 2009, as presented.

**CARRIED**

**1.2 Policy Development Update**

Director Crocco presented the Policy Development Update and noted that the Nutrition Policy should be included in the update.

2. **Establishment of Attendance Area Ad Hoc Review Committees**
- ***Niagara Falls - Elementary and Secondary Family of Schools***
  - ***St. Catharines - Elementary and Secondary Family of Schools***
  - ***St. George & St. Joseph (Snyder) Catholic Elementary Schools***

Director Crocco presented the report on the Establishment of Attendance Area Ad Hoc Review Committees for Niagara Falls - Elementary and Secondary Family of Schools; St. Catharines - Elementary and Secondary Family of Schools; and St. George & St. Joseph (Snyder) Catholic Elementary Schools, and stated that the establishment of the Niagara Falls and St. Catharines Attendance Ad Hoc Committees are a result of the Board approved Senior Staff Follow-Up Report on the Pupil Accommodation Review Report. The establishment of the St. George and St. Joseph (Snyder) Catholic Elementary Schools Attendance Ad Hoc Committee is a result of a decision made by Senior Staff due to the overcrowding at St. George Catholic Elementary School and the declining enrolment at St. Joseph Catholic Elementary School.

Moved by Trustee Dekker

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the establishment of the Niagara Falls Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee and that a final report be presented to the Board, through the Committee of the Whole, no later than January 2010.

**CARRIED**

Moved by Trustee Charbonneau

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the establishment of the St. Catharines Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee and that a final report be presented to the Board, through the Committee of the Whole, no later than January 2010.

**CARRIED**

Moved by Trustee Dekker

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the establishment of the St. George and St. Joseph (Snyder) Catholic Elementary Schools Attendance Area Ad Hoc Committee and that a final report be presented to the Board through the Committee of the Whole, no later than January 2010.

**CARRIED**

3. **Niagara Catholic Annual Budget 2009-2010**

Director Crocco introduced the report on the Niagara Catholic Annual Budget 2009-2010 and stated that Senior Staff has completed the review and analysis of the 2009-2010 Budget Requests submitted by staff. Larry Reich, Superintendent of Education, gave an over all review of the report. Each member of Senior Staff spoke to the Budget as it pertains to their various areas of curriculum, program, staffing and Plant Operations.

Moved by Trustee Charbonneau

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Report on the Niagara Catholic Annual Budget 2009-2010, as presented.

**CARRIED**

4. **Larkin Estate Admission Awards 2009-2010**

Frank Iannantuono, Superintendent of Education, presented the report on the Larkin Estate Admission Awards 2009-2010.

Moved by Trustee Belcastro

**THAT** the Committee of the Whole Niagara Catholic District School Board approve the payment of \$8,500.00 for Larkin Estate Admission Awards at \$500.00 per eligible student, as presented.

**CARRIED**

**5. Student Success/Learning to 18 Strategy**

Superintendent Iannantuono introduced David Pihach, Student Success Leader, who presented the report on Student Success/Learning to 18 Strategy. He explained that province wide strategy is designed to ensure the every student is provided with the tools to successfully complete their secondary schooling.

**6. Extended Overnight Field Trip/Excursion/Exchange Trip Approvals 2008-2009**

Superintendent Iannantuono presented the information report from the Extended Overnight Field Trip, Excursion and Exchange Approval Committee.

**7. Staff Development Department Professional Development Opportunities**

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

**8. Ontario's Equity and Inclusive Education Strategy**

Yolanda Baldasaro, Superintendent of Education, presented the report on the Ontario's Equity and Inclusive Education Strategy.

**8. Monthly Updates**

**8.1 Policy Development Update**

The Policy Development Update was presented for information.

**8.2 Student Trustees' Update**

Christina Volpini, Student Trustee, gave a brief verbal update on the activities of the Student Senate.

Chairperson Burtnik thanked the Student Trustees for the insight, wisdom, and intelligence that they brought to the Board Table, and for their dedication to the students of the Niagara Catholic District School Board.

**8.3 Family of Schools Superintendents' Monthly Update**

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

**Superintendent Baldasaro**

- Lakeshore Catholic High School held the Inaugural Shakespeare Festival, at which more the 85 exhibits were displayed.

### **Superintendent Ciarlo**

- On Friday, May 29<sup>th</sup>, 2009 Blessed Trinity hosted the Annual Special Education Track and Field Competition. The focus was on participation and networking. All Niagara Catholic Secondary Schools participated in the games and a special appreciation was extended to John Piccoli, Program Chair for Special Education, and his staff at Blessed Trinity Catholic High School for this special and exciting activity.

### **Superintendent Forsyth-Sells**

- St. Alfred Catholic Elementary School students participated in events for the Heart and Stroke Foundation and raised \$3058 during a Dance-a-thon and \$5,936 during Jump Rope for Heart.
- Students at Michael J. Brennan Catholic Elementary School took part in the Kiwanis Speech Arts Festival in May in St Catharines. Special congratulations to the brother and sister duo of Stephen and Julia Miele. Julia won the first place prize for the primary presentations and Stephen won the first place prize for the junior presentations. Each received a medal and a cheque for \$50 as a scholarship award.

### **Superintendent Iannantuono**

- St. Vincent de Paul Catholic Elementary School raised approximately \$4,800 for Jump Rope for Heart. A Car Wash will also be held on Saturday, June 6<sup>th</sup>, 2009 from 10-2:00 p.m. with a portion of the proceeds used to purchase a bath chair lift for Lyndon Powell, a St. Vincent de Paul student battling brain cancer.
- Father Hennepin Catholic Elementary School has had their new illuminated street sign installed. They have also renovated their handicapped washroom and added a sensory room beside the office.
- Mary Ward Catholic Elementary School staff raised over \$1,000 students fundraising for the Earth Quake victims in Italy.
- St. Joseph Catholic Elementary School Grades 6 and 7 students participated in an after school magic program for 6 weeks. Students were taught by highly skilled magicians such as Mike Segal, Greg Frewin and Ken McCreedy. The students will be performing the tricks that they have learned to different classes, as well as attending a magic show at Greg Frewin's Theater in Niagara Falls.

## **D. INFORMATION**

### **1. Trustee Information**

Trustees thanked retiring Program Officer Christine Graham for her years of dedicated service to the staff and students of the Niagara Catholic District School Board.

#### **1.1 Spotlight on Niagara Catholic - May 26, 2009**

Director Crocco presented the Spotlight on Niagara Catholic - May 2, 2009 issue for Trustees' information.

#### **1.2 Calendar of Events - June 2009**

- *Niagara Catholic Service Recognition Celebration - June 10, 2009 - 5:30 p.m.*
- *Niagara Catholic Administrative Leadership Symposium - June 11, 2009 - 11:00 a.m.*

Director Crocco presented the Calendar of Events - June 2009 and extended an invitation to all Trustees to attend the Niagara Catholic Service Recognition Celebration on June 10, 2009 and the Niagara Catholic Annual Leadership Symposium on June 11, 2009.

### **1.3 Graduations 2009**

Director Crocco presented information on the Graduations 2009.

### **1.4 Letter re Closure of St. Joseph Catholic Elementary School, Niagara Falls**

Director Crocco presented the Letter re Closure of St. Joseph Catholic Elementary School, Niagara Falls.

## **E. OTHER BUSINESS**

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

## **F. BUSINESS IN CAMERA**

Moved by Trustee Belcastro

**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 9:25 p.m. and reconvened at 10:45 p.m.

## **G. REPORT ON THE IN-CAMERA SESSION**

Moved by Trustee Crole

**THAT** the Committee of the Whole report the motions from the In Camera Session of the Committee of the Whole Meeting of June 2, 2009.

**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 May 12, 2009, as presented.

**CARRIED (Item F1)**

### **SECTION B: STUDENT TRUSTEES EXCLUDED**

Moved by Trustee

**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 May 12, 2009, as presented.

**CARRIED (Item F3)**

## **H. ADJOURNMENT**

Moved by Trustee

**THAT** the June 2, 2009 Committee of the Whole Meeting be adjourned.

**CARRIED**

This meeting was adjourned at 11:20 p.m.

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Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **June 2, 2009**.

Approved on the **15th** day of **September 2009**.

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Frank Fera  
Vice-Chairperson of the Board

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John Crocco  
Director of Education/Secretary -Treasurer

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
PUBLIC SESSION  
JUNE 16, 2009**

**TOPIC: ESTABLISHMENT OF ATTENDANCE AREA AD HOC  
COMMITTEES**

- **NIAGARA FALLS – ELEMENTARY AND SECONDARY FAMILY OF SCHOOLS**
  - **ST. CATHARINES – ELEMENTARY AND SECONDARY FAMILY OF SCHOOLS**
  - **ST. GEORGE & ST. JOSEPH (SNYDER) CATHOLIC ELEMENTARY SCHOOLS**
- 
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**RECOMMENDATION**

1. **THAT** the Niagara Catholic District School Board approve the establishment of the Niagara Falls Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee and that a final report be presented to the Board, through the Committee of the Whole, no later than January 2010.
2. **THAT** the Niagara Catholic District School Board approve the establishment of the St. Catharines Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee and that a final report be presented to the Board, through the Committee of the Whole, no later than January 2010.
3. **THAT** the Niagara Catholic District School Board approve the establishment of the St. George and St. Joseph (Snyder) Catholic Elementary Schools Attendance Area Ad Hoc Committee and that a final report be presented to the Board through the Committee of the Whole, no later than January 2010.

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Prepared by: John Crocco, Director of Education

Presented by: John Crocco, Director of Education

Date: June 16, 2009





NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

## REPORT TO THE COMMITTEE OF THE WHOLE MEETING JUNE 2, 2009

### ESTABLISHMENT OF ATTENDANCE AREA AD HOC COMMITTEES

- NIAGARA FALLS – ELEMENTARY AND SECONDARY FAMILY OF SCHOOLS
  - ST. CATHARINES – ELEMENTARY AND SECONDARY FAMILY OF SCHOOLS
  - ST. GEORGE & ST. JOSEPH (SNYDER) CATHOLIC ELEMENTARY SCHOOLS
- 
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### BACKGROUND INFORMATION

At the Board Meeting of May 26<sup>th</sup>, 2009, the Board approved recommendations from the *Senior Staff Follow-Up Report on the Pupil Accommodation Review for Niagara Falls Elementary, St. Catharines Elementary and St. Catharines Secondary*. The recommendations included the establishment of the following Attendance Ad Hoc Committees:

- Niagara Falls – Elementary and Secondary Family of Schools
- St. Catharines – Elementary and Secondary Family of Schools

In addition, Senior Staff has identified the need to review the attendance boundaries for St. George and St. Joseph (Synder) Catholic Elementary Schools. Enrolment projections indicate overcrowding at St. George, where there is no capacity on the site for the location of portables. St. Joseph (Synder), on the other hand, is experience declining enrolment.

#### *Process*

In accordance with Board Policy #301.3 - *Attendance Areas*, the following information is provided for the establishment of Attendance Area Ad Hoc Committees:

#### **1. Attendance Area Ad Hoc Committee Niagara Falls – Elementary and Secondary Family of Schools**

##### *Mandate:*

To review the attendance boundaries for the Niagara Falls Elementary and Secondary Family of Schools and to recommend to the Board, stability within all attendance areas while maximizing facility utilization of all elementary and secondary schools in Niagara Falls.

##### *Composition of Committee:*

- Three Trustees, one of whom shall serve as Chair of the Committee and one of whom shall be a local Trustee
- A Superintendent of Education who shall serve as Secretary of the Committee
- The School Principal who will support the Committee
- The Controller of Plant and/or designate who shall serve as a resource person

- *Niagara Falls – Elementary And Secondary Family of Schools*
  - *St. Catharines – Elementary And Secondary Family of Schools*
  - *St. George & St. Joseph (Snyder) Catholic Elementary Schools*
- 
- Page 2 of 3*

*Timeline:*

The Committee will present its final report and recommendations to the Board, through the Committee of the Whole, no later than January 2010.

**2. Attendance Area Ad Hoc Committee St. Catharines – Elementary and Secondary Family of Schools**

*Mandate:*

To review the attendance boundaries for the St. Catharines Elementary and Secondary Family of Schools and to recommend to the Board, stability within all attendance areas while maximizing facility utilization of all elementary and secondary schools in St. Catharines.

*Composition of Committee:*

- Three Trustees, one of whom shall serve as Chair of the Committee and one of whom shall be a local Trustee
- A Superintendent of Education who shall serve as Secretary of the Committee
- The School Principal who will support the Committee
- The Controller of Plant and/or designate who shall serve as a resource person

*Timeline:*

The Committee will present its final report and recommendations to the Board, through the Committee of the Whole, no later than January 2010.

**3. Attendance Area Ad Hoc Committee St. George & St. Joseph (Snyder) Catholic Elementary Schools**

*Mandate:*

To review the attendance boundaries for St. George and St. Joseph (Snyder) Catholic Elementary Schools and to recommend to the Board, stability within both attendance areas while maximizing facility utilization at St. George and St. Joseph (Snyder).

*Composition of Committee:*

- Three Trustees, one of whom shall serve as Chair of the Committee and one of whom shall be a local Trustee
- A Superintendent of Education who shall serve as Secretary of the Committee
- The School Principal who will support the Committee
- The Controller of Plant and/or designate who shall serve as a resource person

*Timeline:*

The Committee will present its final report and recommendations to the Board, through the Committee of the Whole, no later than January 2010.

- *Niagara Falls – Elementary And Secondary Family of Schools*
- *St. Catharines – Elementary And Secondary Family of Schools*
- *St. George & St. Joseph (Snyder) Catholic Elementary Schools*

## **RECOMMENDATION**

1. **THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the establishment of the Niagara Falls Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee and that a final report be presented to the Board, through the Committee of the Whole, no later than January 2010.
2. **THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the establishment of the St. Catharines Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee and that a final report be presented to the Board, through the Committee of the Whole, no later than January 2010.
3. **THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the establishment of the St. George and St. Joseph (Snyder) Catholic Elementary Schools Attendance Area Ad Hoc Committee and that a final report be presented to the Board through the Committee of the Whole, no later than January 2010.

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Prepared by:     John Crocco, Director of Education  
Presented by:    John Crocco, Director of Education  
Date:             June 2, 2009

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
PUBLIC SESSION  
JUNE 16, 2009**

**TOPIC: REPORT ON NIAGARA CATHOLIC ANNUAL  
BUDGET 2009-2010**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the Report on the Niagara Catholic Annual Budget 2009-2010, as presented.

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

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

Approved by: John Crocco, Director of Education

Date: June 16, 2009



NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

## **REPORT TO THE COMMITTEE OF THE WHOLE JUNE 2, 2009**

### **NIAGARA CATHOLIC ANNUAL BUDGET 2009-2010**

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On March 27, 2009 Kathleen Wynne, Minister of Education, announced the funding allocations for the school year 2009-2010. She indicated that school boards would receive an increase of \$592 Million, which represents an increase of approximately 3.1%, over last year.

The 2009-2010 Grants for Student Needs (GSN) include the funding required to support the staffing provisions and the 3% increase in compensation for all staffing categories under the Provincial Framework Agreements (PFA).

In order to deal with the current global economic uncertainty, the Ontario Government has found it necessary to impose constraint measures on all school boards in the funding envelopes for textbooks and learning materials, computers, professional development and transportation. These constraint measures will result in a funding reduction of approximately \$1 Million for Niagara Catholic.

It is important to note that the operating costs of all school boards continue to increase substantially in the following areas: Special Education, Employee Benefits, Plant Utilities and Student Transportation. These operating costs are still exceeding the related funding allocations provided by the funding formula for the year 2009-2010 and, as a result, all school boards continue to face challenges in balancing their budgets.

The members of Senior Staff have now completed the review and analysis of the 2009-2010 Budget Requests submitted by staff, including the deployment of staff and the allocation of resources to the schools and departments of the Board. After many meetings and deliberations, the members of Senior Staff have now completed the preparation of the 2009-2010 Annual Budget.

The 2009-2010 Annual Budget amounts to a total of \$228,706,574 and it will be balanced with a transfer of \$1,753,539 from the Reserve for Working Funds. This budget will enable Niagara Catholic to continue to offer excellent educational programs to all the students in its jurisdiction.

Please note that the 2009-2010 Annual Budget was prepared in accordance with the System Priorities approved by the Board and in accordance with the Compliance Requirements established by the Ministry of Education.

For the review of the Trustees, we enclose the following information:

**APPENDIX A**

Summary of Key Budget Factors

**APPENDIX B**

Analysis of Funding Allocations and Budget Restrictions

**APPENDIX C**

Analysis of Expenditures by Department

We take this opportunity to express our appreciation to all Board Staff, who have been involved in the budget process, for their diligence and hard work.

**RECOMMENDATION**

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Report on the Niagara Catholic Annual Budget 2009-2010, as presented.

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Prepared by    Larry Reich, Superintendent of Business & Financial Services  
                         Administrative Council

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

Approved by:   John Crocco, Director of Education

Date:             June 2, 2009

# APPENDIX A



NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

## ANNUAL BUDGET

### *Summary of Revenue & Expenditures and Key Budget Factors*

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**2009-10 ANNUAL BUDGET**

**Total Budget Revenue & Expenditures**  
**Budget Revenue**

	Annual Budget 2009-10	Revised Budget 2008-09	Increase (Decrease)	Comments
<b>Budget Revenue</b>				
Total Operating Funding & Other Rev.	216,795,547	210,184,519	6,611,027	
Total Capital Funding & Other Rev.	11,911,028	11,272,661	638,367	
Amount Required to Balance	(0)	(0)	(0)	
<b>Total Budget Revenue</b>	<b>228,706,574</b>	<b>221,457,180</b>	<b>7,249,394</b>	

**Budget Expenditures**

Total Operating Expenditures	216,838,746	210,379,942	6,458,804	
Total Capital & Other Expenditures	11,867,828	11,077,238	790,590	
Amount Required to Balance	0	0	0	
<b>Total Budget Expenditures</b>	<b>228,706,574</b>	<b>221,457,180</b>	<b>7,249,394</b>	
<b>Total Budget Surplus (Deficit)</b>	<b>0</b>	<b>0</b>	<b>0</b>	



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
2009-10 ANNUAL BUDGET**

**Projected Student Enrolment**

	Annual Budget 2009-10	Revised Budget 2008-09	Increase (Decrease)	Comments
Elementary Enrolment - ADE	14,132	14,385	(253)	The ADE enrolment is projected to decrease
Secondary Enrolment - ADE	8,401	8,349	52	The ADE enrolment is projected to increase
<b>Total Board Enrolment - ADE</b>	<b>22,533</b>	<b>22,734</b>	<b>(201)</b>	
Adult & Continuing Education - ADE	561	530	31	The ADE enrolment is projected to increase
Adult Non-Credit ESL Programs - ADE	716	734	(18)	The ADE enrolment is projected to decrease
Summer School Enrolment - ADE	98	122	(24)	The ADE enrolment is projected to decrease
<b>Total Adult &amp; Cont. Ed. Enrolment - ADE</b>	<b>1,375</b>	<b>1,386</b>	<b>(11)</b>	

Average Daily Enrolment (ADE) continues to be a major factor in the calculation of the Funding Allocations for all school boards.

Under the Regulations, the calculation of Average Daily Enrolment for the school year is to be based on the number of students enrolled in our schools on two specific dates: OCTOBER 31 and MARCH 31.  
 - The number of students enrolled on those dates is to be weighted at 50% for each date.  
 - The number of students enrolled in JK & SK is to be counted as half-time.

ADE for Adult & Continuing Education programs is to be calculated using the same methods and parameters, as outlined in the regulations, as in prior years.

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
2009-10 ANNUAL BUDGET

Projected School Staffing

	Annual Budget 2009-10	Revised Budget 2008-09	Increase (Decrease)	Comments
Total Elementary School Teachers	905	912	(7)	Decrease is mainly due to changes in enrolment
Total Secondary School Teachers	547	555	(8)	Decrease is mainly due to changes in staff deployment
Total Board School Teachers	<u>1,452</u>	<u>1,467</u>	<u>(15)</u>	

Average Class Size - Elementary      23.5 : 1

Under the Regulations,  
- The Maximum Average Class Size for JK, SK and Grades 1, 2 & 3 is 20 : 1.  
and the Maximum Average Class Size for Grades 4 to 8 is expected to decrease to 24.5:1 by the year 2011-12.

Average Class Size - Secondary      22.0 : 1

Under the Regulations,  
- Under the Regulations, the Maximum Average Class Size for all Secondary School Grades is 21 : 1.  
However, school boards may adjust the Maximum Average Class Size up to 22 : 1  
- The Board has approved a special motion to increase the Maximum Average Class Size up to 22: 1.

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
2009-10 ANNUAL BUDGET**

**Savings from Cost Sharing Initiatives**

	Annual Budget 2009-10	Comments
Shared Recycling Program	20,000	
Purchasing Co-operative	100,000	
Joint Warehousing	100,000	
Business Education Council	100,000	
Educational Computer Network Of Ontario	50,000	
Shared Use of Recreational Facilities	150,000	
Shared Health and Safety Training	25,000	
Ontario School Board Insurance Exchange	50,000	
Catholic School Boards Consortium	50,000	
Sharing of Transportation Programs	30,000	
Joint Education Media Resource Centre	25,000	
Sharing of Computer & Network Services	250,000	
Joint Schools (3) - Facilities & Programs	300,000	
Ontario School Boards Financing Corporation	250,000	
Student Transportation Consortium	100,000	
<b>Total Savings from Cost Sharing Initiatives</b>	<b>1,600,000</b>	

The Board continues to achieve savings from cost sharing initiatives

# APPENDIX B



NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

## ANNUAL BUDGET

### *Analysis of Funding Allocations*

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**2009-10 ANNUAL BUDGET**

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

	Annual Budget 2009-10	Revised Budget 2008-09	Increase (Decrease)	Comments on Major Changes
Education Taxes	45,856,253	46,436,051	(579,798)	
Education Grants	175,303,805	167,154,041	8,149,764	
Total Funding Allocations	221,160,058	213,590,092	7,569,966	For details relating to changes in funding allocations, see page 4
Adult & Cont. Education Other Revenue	3,869,146	3,848,659	20,487	Increase is mainly due to changes in funding allocations and enrolment
Other Capital & Operating Grants	600,000	500,000	100,000	Increase is mainly due to availability of additional funding
Other Miscellaneous Revenue	338,942	624,901	(285,959)	Decrease is mainly due to a reduction in the interest rates and to the elimination of the home internet services
Tuition Fees - Elementary & Secondary	984,890	984,890	-	
Transfer from Reserves	1,753,539	1,908,638	(155,099)	Decrease is mainly due to a reduction in the use of reserve funds required in order to balance the budget
Amount Required To Balance Budget	(0)	0	(0)	
<b>Total Budget Revenue</b>	<b>228,706,574</b>	<b>221,457,180</b>	<b>7,249,394</b>	

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**2009-10 ANNUAL BUDGET**

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

	Annual Budget 2009-10	Revised Budget 2008-09	Increase (Decrease)	Comments on Major Changes
Salary & Wages	161,881,254	155,036,050	6,845,204	Increase is mainly due to an increase in the salary grids
Employee Benefits	22,896,592	22,380,846	515,746	Increase is mainly due to changes in the benefit rates
Professional Development	549,768	641,300	(91,532)	Decrease is mainly due to changes in the training of staff
Supplies & Services	18,237,509	18,074,031	163,478	Increase is mainly due to the purchase of additional supplies
Furniture & Equipment	490,827	514,430	(23,603)	Decrease is mainly due to a reduction in the purchase of equipment
Classroom Computers	267,281	400,184	(132,903)	Decrease is mainly due to a reduction in the purchase of computers
Capital Expenditures	2,782,576	2,463,638	318,938	Increase is mainly due to the completion of additional capital projects
Debt Charges & Interest	8,378,463	8,078,349	300,114	Increase is mainly due to changes in projected repayment of loans
Rentals & Leases	893,486	905,966	(12,480)	Decrease is mainly due to a reduction in the lease of portable classrooms
Fees & Contracts	12,136,331	12,769,898	(633,567)	Decrease is mainly due to a reduction in the cost of transportation and to a reclassification of plant expenditures
Provision for Reserves & Other Expenditures	192,487	192,487	-	
<b>Total Budget Expenditures</b>	<b>228,706,574</b>	<b>221,457,180</b>	<b>7,249,394</b>	

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
2009-10 ANNUAL BUDGET**

**Analysis of Funding Allocations & Budget Restrictions  
Education Taxes**

	Annual Budget 2009-10	Revised Budget 2008-09	Increase (Decrease)	----- Comments on Major Changes -----
<b>Share of Taxes for September to December</b>				
38% of Residential & Farm Taxes	6,191,774	6,268,045	(76,271)	
38% of Industrial & Commercial Taxes	11,656,140	11,351,291	304,849	
38% of Payments In Lieu Of Taxes	36,169	39,536	(3,367)	
<b>Subtotal</b>	<b>17,884,083</b>	<b>17,658,871</b>	<b>225,211</b>	
<b>Share of Taxes for January to August</b>				
62% of Residential & Farm Taxes	10,329,392	10,329,078	(125,686)	
62% of Industrial & Commercial Taxes	19,208,091	18,705,732	502,359	
62% of Payments In Lieu Of Taxes	59,012	64,505	(5,493)	
<b>Subtotal</b>	<b>29,470,495</b>	<b>29,099,316</b>	<b>371,179</b>	
<b>Add: Estimated Supplementary Taxes</b>	<b>515,391</b>	<b>1,214,203</b>	<b>(698,812)</b>	
<b>Less: Estimated Tax Write-Offs</b>	<b>1,722,514</b>	<b>1,248,866</b>	<b>473,648</b>	
<b>Total Education Taxes for the School Year</b>	<b>45,856,253</b>	<b>46,436,051</b>	<b>(579,798)</b>	No significant change in this area

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**2009-10 ANNUAL BUDGET**

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

	Annual Budget 2009-10	Revised Budget 2008-09	Increase (Decrease)	Comments on Major Changes
<b>Foundation Grants</b>				
Elementary - General	60,257,740	59,242,690	1,015,050	Increase is mainly due to changes in enrolment & funding allocations
Elementary - School Administration	10,745,652	10,402,758	342,894	Increase is mainly due to changes in enrolment & funding allocations
Secondary - General	45,257,568	44,066,366	1,191,202	Increase is mainly due to changes in enrolment & funding allocations
Secondary - School Administration	5,217,492	5,037,784	179,708	Increase is mainly due to changes in enrolment & funding allocations
<b>Subtotal - Foundation Grants</b>	<b>121,478,452</b>	<b>118,749,597</b>	<b>2,728,855</b>	
<b>Special Purpose Grants</b>				
Primary Class Size	5,075,775	4,837,358	238,417	Increase is mainly due to changes in enrolment & funding allocations
Special Education	23,855,427	23,448,165	407,262	Increase is mainly due to changes in enrolment & funding allocations
Language - ESL & FSL	3,570,147	3,571,557	(1,410)	Decrease is mainly due to changes in enrolment & funding allocations
Geographic & Small Schools	0	0	-	
Learning Opportunities	2,850,993	2,758,109	92,884	Increase is mainly due to changes in enrolment & funding allocations
Adult Education	2,140,687	2,031,889	108,798	Increase is mainly due to changes in enrolment & funding allocations
Teacher Compensation	11,873,172	9,348,612	2,524,560	Increase is mainly due to changes in enrolment & funding allocations
Transportation	9,736,095	9,639,698	96,397	Increase is mainly due to changes in enrolment & funding allocations
Board Administration	6,208,087	6,096,332	111,755	Increase is mainly due to changes in enrolment & funding allocations
School Operations	20,785,074	19,925,888	859,186	Increase is mainly due to changes in enrolment & funding allocations
Declining Enrolment	673,992	831,046	(157,054)	Decrease is mainly due to changes in enrolment & funding allocations
Program Enhancement	588,650	588,650	-	
First Nation Supplemental	114,745	112,398	2,347	Increase is mainly due to changes in enrolment & funding allocations
Safe Schools	297,733	378,132	(80,399)	Decrease is mainly due to changes in funding allocations
<b>Subtotal - Special Purpose Grants</b>	<b>87,770,578</b>	<b>83,567,833</b>	<b>4,202,744</b>	
<b>Capital Grants</b>				
Facility Renewal	3,568,391	2,860,784	707,607	Increase is mainly due to changes in enrolment & funding allocations
Good Places to Learn	2,013,046	1,865,394	147,652	Increase is mainly due to changes in enrolment & funding allocations
New Pupil Places	5,088,073	5,286,026	(197,953)	Decrease is mainly due to changes in enrolment & funding allocations
Approved Debt Charges	1,207,918	1,260,457	(52,539)	Decrease is mainly due to changes in enrolment & funding allocations
Other Capital Programs	33,600	0	33,600	Increase is mainly due to changes in funding allocations
<b>Subtotal - Capital Grants</b>	<b>11,911,028</b>	<b>11,272,661</b>	<b>638,367</b>	
<b>Total Funding Allocations</b>	<b>221,160,058</b>	<b>213,590,092</b>	<b>7,569,966</b>	



NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
2009-10 ANNUAL BUDGET

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

	ANNUAL BUDGET 2009-10			REVISED BUDGET 2008-09		
	Net Revenue 2009-10	Net Expenditures 2009-10	Variance 2009-10	Net Revenue 2008-09	Net Expenditures 2008-09	Variance 2008-09
<b>Classroom</b>						
Classroom Teachers	116,330,349	117,385,044	(1,054,695)	111,858,144	112,161,218	(303,074)
Occasional / Supply Teachers	2,554,531	3,278,508	(723,977)	2,434,478	3,115,285	(680,807)
Educational Assistants	13,432,885	14,093,678	(660,792)	12,447,086	12,967,997	(520,910)
Textbooks, Learning Materials & Equip.	6,883,213	6,957,496	(74,283)	7,264,151	7,226,143	38,009
Classroom Computers	1,132,355	1,053,789	78,566	1,529,415	1,208,471	320,944
Professionals & Paraprofessionals	6,445,449	4,948,610	1,496,840	5,915,215	4,949,180	966,035
Library & Guidance	4,546,162	4,715,797	(169,635)	4,367,605	4,563,744	(196,138)
Staff Development	259,063	313,496	(54,434)	361,521	361,503	18
Program Chairs	371,112	364,160	6,952	356,938	363,236	(6,298)
	151,955,119	153,110,576	(1,155,458)	146,534,554	146,916,776	(382,222)
<b>Non-Classroom</b>						
Principals, Vice-Principals	10,363,951	9,385,718	978,234	10,096,309	9,107,269	989,040
School Office Administration	5,781,502	4,803,529	977,973	5,586,429	5,063,654	522,775
Coordinators & Consultants	1,562,659	2,145,052	(582,393)	1,627,322	2,069,594	(442,272)
Board Administration	6,290,417	6,969,052	(678,635)	6,177,360	6,782,774	(605,414)
Operations & Maintenance - Schools	20,945,124	19,957,530	987,594	20,247,047	19,852,276	394,771
Continuing Education, Summer School	2,585,287	2,228,427	356,860	2,380,179	2,138,163	242,016
Pupil Transportation	9,764,970	10,692,348	(927,378)	9,668,230	10,582,346	(914,116)
	57,293,911	56,181,655	1,112,256	55,782,876	55,596,076	186,801
<b>Capital &amp; Other</b>						
School Facilities Renewal	3,568,391	2,568,391	1,000,000	2,860,784	1,860,784	1,000,000
Approved Debt & Other Capital Debt Service	3,254,564	3,211,363	43,201	3,125,852	2,930,430	195,422
New Pupil Places	5,088,073	6,088,073	(1,000,000)	5,286,026	6,286,026	(1,000,000)
Provision for Reserves	0	0	-	0	-	-
	11,911,028	11,867,827	43,201	11,272,662	11,077,240	195,422
<b>Total</b>	<b>221,160,058</b>	<b>221,160,058</b>	<b>0</b>	<b>213,590,092</b>	<b>213,590,092</b>	<b>0</b>

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
2009-10 ANNUAL BUDGET

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

	Annual Budget 2009-10	Revised Budget 2008-09	----- Comments on Major Changes -----
Net Classroom Funding Allocation	<u>151,955,119</u>	<u>146,534,554</u>	
Net Classroom Expenditures	<u>153,110,576</u>	<u>146,916,776</u>	
Total Classroom Funding Allocation less Net Classroom Expenditures	(1,155,458)	(382,222)	
Less: Provision for Reserve for Classroom Exp.	0	0	
Less: Provision for Reserve for Special Ed. Exp.	0	0	
Less: Other	0	0	
<b>Unspent (Overspent) Classroom Funding</b>	<u>(1,155,458)</u>	<u>(382,222)</u>	
Note: Boards can now utilize Unspent Classroom Funding to pay for Non-Classroom Expenditures			
<b>Amount Actually Transferred to the Reserve Fund</b>	<u>0</u>	<u>0</u>	The Board is in compliance with the regulations

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
2009-10 ANNUAL BUDGET**

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

	Annual Budget 2009-10	Revised Budget 2008-09	----- Comments on Major Changes -----
<b>Special Education Funding Allocation</b>			
SEPPA Grants	12,474,767	11,986,740	
Specialized Equipment Amount	150,000	150,000	
High Needs Amount & Measure of Variability Amount	11,159,057	11,239,822	
<b>Total Funding Allocation For Special Ed.</b>	23,783,824	23,376,562	
<b>Add: Other Special Education Grants</b>	71,603	71,603	
<b>Net Funding Allocation For Special Ed.</b>	23,855,427	23,448,165	
<b>Special Education Expenditures</b>			
Total Expenditures relating to Special Education	26,348,795	25,360,675	
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	
<b>Less: Foundation Grants For Special Ed. Classes Elementary &amp; Secondary Adjustment</b>	26,348,795 (432,793)	25,360,675 (408,983)	
<b>Net Total Expenditures for Special Education</b>	25,916,002	24,951,692	
<b>Unspent (Overspent) Special Ed. Funding</b>	(2,060,575)	(1,503,527)	
Note: Unspent Funding Allocation must be placed in Special Ed. Reserve Fund			
<b>Amount Actually Transferred to the Reserve Fund</b>	0	0	The Board is in compliance with the regulations

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
2009-10 ANNUAL BUDGET

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

	Annual Budget 2009-10	Revised Budget 2008-09	Comments on Major Changes
<b>Board Administration Funding Allocation</b>			
Total Funding Allocation for Board Administration	6,290,417	6,177,360	
Add: Additional Funding Allocations	0	0	
Less: Other Adjustments	0	0	
	<u>6,290,417</u>	<u>6,177,360</u>	
<b>Board Administration Expenditures</b>			
Net Expenditures relating to Board Administration	7,247,591	7,168,733	
Add: Net strike savings attributable to Administration	0	0	
Less: Transfer from Reserve Funds	(153,539)	0	
Less: Other Revenue Attributable to Administration	(125,000)	(385,959)	
Less: Other Adjustments	0	0	
	<u>6,969,052</u>	<u>6,782,774</u>	
<b>Unspent (Overspent) Board Admin. Funding</b>	<b>(678,635)</b>	<b>(605,414)</b>	

Note: If Funding Allocation is overspent by more than 15%, then the Board must submit a plan to reduce the expenditures within two years.

Overspending as a percentage of funding allocation

-10.8%

-9.8%

The Board is in compliance and will not have to submit a plan to reduce the overexpenditure within two years, because the over-expenditure is less than 15%

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
2009-10 ANNUAL BUDGET**

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

	Annual Budget 2009-10	Revised Budget 2008-09	----- Comments on Major Changes -----
<b>Pupil Accommodation Funding Allocation</b>			
Grants for Facilities Renewal	3,568,391	2,860,784	
Grants for New Pupil Places	5,088,073	5,286,026	
	-----	-----	
	8,656,464	8,146,810	
	=====	=====	
<b>Pupil Accommodation Expenditures</b>			
Expenditures for Facilities Renewal	2,568,391	1,860,784	
Expenditures for New Pupil Places	6,088,073	6,286,026	
	-----	-----	
	8,656,464	8,146,810	
	=====	=====	
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	
	-----	-----	
	8,656,464	8,146,810	
	=====	=====	
<b>Unspent (Overspent) Pupil Accom. Funding</b>	<b>0</b>	<b>0</b>	
Note: Unspent Allocation must be placed in Pupil Accommodation Reserve Fund			
<b>Amount Actually Transferred to the Reserve Fund</b>	<b>0</b>	<b>0</b>	
	=====	=====	

The Board is in compliance with the regulations

# APPENDIX C



NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

## ANNUAL BUDGET

### *Analysis of Expenditures by Department*

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**2009-10 ANNUAL BUDGET**

**Analysis of Expenditures by Department**  
**Total Board Expenditures**

	Annual Budget 2009-10	Revised Budget 2008-09	Increase (Decrease)	----- Comments on Major Changes -----
<b>Operating Expenditures</b>				
Board Administration	7,247,592	7,168,733	78,858	See comments on page 2
Elementary Schools	107,949,112	103,547,492	4,401,620	See comments on page 3
Secondary Schools	64,705,647	62,855,816	1,849,830	See comments on page 4
Adult & Continuing Education	6,097,576	5,986,820	110,756	See comments on page 5
Plant Operations	17,536,179	16,963,205	572,974	See comments on page 6
Plant Maintenance	2,610,294	3,078,013	(467,719)	See comments on page 7
Student Transportation	10,692,348	10,779,861	(87,513)	See comments on page 8
<b>Capital &amp; Other Expenditures</b>				
Good Places to Learn	2,003,445	1,669,973	333,472	See comments on page 9
Facilities Renewal	2,568,391	1,860,784	707,607	See comments on page 10
Approved Debt Charges	1,207,918	1,260,457	(52,539)	See comments on page 11
New Pupil Places	6,088,073	6,286,026	(197,953)	See comments on page 12
Provision For Reserves	0	0	0	See comments on page 13
<b>Total Board Expenditures</b>	<b>228,706,574</b>	<b>221,457,180</b>	<b>7,249,394</b>	

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
2009-10 ANNUAL BUDGET**

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

	Annual Budget 2009-10	Revised Budget 2008-09	Increase (Decrease)	Comments on Major Changes
Salary & Wages	4,586,088	4,297,719	288,368	Increase is mainly due to increases in the salary grids and additional administration staff
Employee Benefits	874,011	831,021	42,990	Increase is mainly due to changes in the benefit rates
Professional Development	90,000	90,000	0	
Supplies & Services General Administration	137,500	137,500	0	
Business Administration	934,993	1,092,493	(157,500)	Decrease is mainly due to a reduction in the purchase of supplies & service
Program Administration	5,000	5,000	0	
Computers	25,000	50,000	(25,000)	Decrease is mainly due to a reduction in the purchase of computers
Furniture & Equipment	10,000	10,000	0	
Fees & Contracts	585,000	655,000	(70,000)	Decrease is mainly due to a reduction in contracts & fees
<b>Total Administration Expenditures</b>	<b>7,247,592</b>	<b>7,168,733</b>	<b>78,858</b>	



NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
2009-10 ANNUAL BUDGET

Analysis of Expenditures by Department  
Elementary School Expenditures

	Annual Budget 2009-10	Revised Budget 2008-09	Increase (Decrease)	Comments on Major Changes
Salary & Wages	90,276,460	85,910,027	4,366,433	Increase is mainly due to increases in the salary grids
Employee Benefits	12,448,433	12,043,866	404,567	Increase is mainly due to changes in the benefit rates
Professional Development	305,000	370,000	(65,000)	Decrease is mainly due to changes in the training of staff
Supplies & Services				
School Instruction Budgets	1,641,442	1,665,440	(23,998)	Decrease is mainly due to a reduction in the purchase of learning materials
Central Instruction Budgets	1,450,000	1,589,100	(139,100)	Decrease is mainly due to a reduction in the purchase of learning materials
Central Other Budgets	720,000	740,623	(20,623)	Decrease is mainly due to a reduction in the purchase of learning materials
Computers	763,895	860,278	(96,383)	Decrease is mainly due to a reduction in the purchase of computers
Furniture & Equipment	343,882	368,158	(24,276)	Decrease is mainly due to a reduction in the purchase of equipment
Fees & Contracts	0	0	0	
<b>Total Elementary School Expenditures</b>	<b>107,949,112</b>	<b>103,547,492</b>	<b>4,401,620</b>	

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**2009-10 ANNUAL BUDGET**

**Analysis of Expenditures by Department**  
**Secondary School Expenditures**

	Annual Budget 2009-10	Revised Budget 2008-09	Increase (Decrease)	Comments on Major Changes
Salary & Wages	53,529,335	51,477,336	2,051,999	Increase is mainly due to increases in the salary grids
Employee Benefits	6,783,715	6,743,781	39,933	Increase is mainly due to changes in the benefit rates
Professional Development	120,000	135,000	(15,000)	Decrease is mainly due to changes in the training of staff
Supplies & Services				
School Instruction Budgets	1,677,234	1,677,234	0	
Central Instruction Budgets	1,700,950	1,813,206	(112,256)	Decrease is mainly due to a reduction in the purchase of learning materials
Central Other Budgets	339,000	363,000	(24,000)	Decrease is mainly due to a reduction in the purchase of learning materials
Computers	371,468	462,987	(91,519)	Decrease is mainly due to a reduction in the purchase of learning materials
Furniture & Equipment	111,945	111,272	673	
Fees & Contracts	72,000	72,000	0	
<b>Total Secondary School Expenditures</b>	<b>64,705,647</b>	<b>62,855,816</b>	<b>1,849,830</b>	

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
2009-10 ANNUAL BUDGET

Analysis of Expenditures by Department  
Adult & Continuing Education Expenditures

	Annual Budget 2009-10	Revised Budget 2008-09	Increase (Decrease)	Comments on Major Changes
Salary & Wages	4,175,956	4,153,980	21,976	Increase is mainly due to increases in the salary grids
Employee Benefits	604,065	596,905	7,160	Increase is mainly due to changes in benefit rates
Professional Development	14,860	15,800	(940)	Decrease is mainly due to changes in the training of staff
Supplies & Services				
School Instruction Budgets	1,271,695	1,189,135	82,560	Increase is mainly due to the purchase of additional learning materials
Central Instruction Budgets	0	0	0	
Central Other Budgets	0	0	0	
Computers	15,000	15,000	0	
Furniture & Equipment	10,000	10,000	0	
Fees & Contracts	6,000	6,000	0	
<b>Total Adult &amp; Cont. Ed. School Exp.</b>	<b>6,097,576</b>	<b>5,986,820</b>	<b>110,756</b>	

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**2009-10 ANNUAL BUDGET**

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

	Annual Budget 2009-10	Revised Budget 2008-09	Increase (Decrease)	Comments on Major Changes
Salary & Wages	8,005,553	7,908,053	97,500	Increase is mainly due to increases in the salary grids
Employee Benefits	1,881,625	1,864,651	16,974	Increase is mainly due to changes in benefit rates
Professional Development	10,000	20,000	(10,000)	Decrease is mainly due to changes in the training of staff
Supplies & Services Utilities	4,700,000	4,650,000	50,000	Increase is mainly due to increases in the cost of utilities
Cleaning & Operating	1,217,500	785,500	432,000	Increase is mainly due to the reallocation of supplies & services from the Plant Maintenance Department
Sites & Grounds Maintenance	1,135,000	1,025,000	110,000	Increase is mainly due to increases in the cost of site maintenance
Computers	1,500	40,000	(38,500)	Decrease is mainly due to a reduction in the purchase of computers
Furniture & Equipment	70,000	155,000	(85,000)	Decrease is mainly due to a reduction in the purchase of equipment
Fees & Contracts	515,000	515,000	0	
<b>Total Plant Operations Expenditures</b>	<b>17,536,179</b>	<b>16,963,205</b>	<b>572,974</b>	

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**2009-10 ANNUAL BUDGET**

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

	Annual Budget 2009-10	Revised Budget 2008-09	Increase (Decrease)	Comments on Major Changes
Salary & Wages	1,075,075	1,064,688	10,387	Increase is mainly due to increases in the salary grids
Employee Benefits	255,219	251,326	3,893	Increase is mainly due to changes in benefit rates
Professional Development	7,500	7,500	0	
Supplies & Services Department Operation	196,000	196,000	0	
Mechanical & Electrical	545,000	545,000	0	
Building Maintenance	450,000	500,000	(50,000)	Decrease is mainly due to a reduction in the cost of maintenance projects
Computers	1,500	8,500	(7,000)	Decrease is mainly due to a reduction in the purchase of computers
Furniture & Equipment	30,000	30,000	0	
Fees & Contracts	50,000	475,000	(425,000)	Decrease is mainly due to the reallocation of plant fees & contracts to the Plant Operations Department
<b>Total Plant Maintenance Expenditures</b>	<b>2,610,294</b>	<b>3,078,013</b>	<b>(467,719)</b>	

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**2009-10 ANNUAL BUDGET**

**Analysis of Expenditures by Department**  
**Student Transportation Expenditures**

	Annual Budget 2009-10	Revised Budget 2008-09	Increase (Decrease)	Comments on Major Changes
Salary & Wages	232,686	224,149	8,537	Increase is mainly due to increases in the salary grids
Employee Benefits	49,624	49,395	229	Increase is mainly due to changes in benefit rates
Professional Development	2,408	3,000	(592)	Decrease is mainly due to changes in the training of staff
Supplies & Services	56,195	39,800	16,395	Increase is mainly due to the purchase of additional supplies & services
Computers	11,185	14,700	(3,515)	Decrease is mainly due to a reduction in the purchase of computers
Furniture & Equipment	0	0	0	
Fees & Contracts				
Bus Transportation	8,978,235	9,123,817	(145,582)	Decrease is mainly due to changes in the transportation routes and fuel cost
Taxi & Minivan	512,015	475,000	37,015	Increase is mainly due to changes in the transportation by taxi and minivan
Other Transportation	850,000	850,000	0	
<b>Total Student Transportation Exp.</b>	<b>10,692,348</b>	<b>10,779,861</b>	<b>(87,513)</b>	

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
2009-10 ANNUAL BUDGET**

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

	Annual Budget 2009-10	Revised Budget 2008-09	Increase (Decrease)	Comments on Major Changes
<b>Good Places to Learn</b>	2,003,445	1,669,973	333,472	Increase is mainly due to the availability of additional funding

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
2009-10 ANNUAL BUDGET**

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

	Annual Budget 2009-10	Revised Budget 2008-09	Increase (Decrease)	Comments on Major Changes
<b>The Facility Renewal Expenditures include the following projects:</b>				
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				
Other Projects				
	2,568,391	1,860,784	707,607	Increase is mainly due to the availability of additional funding
Other Upgrading Projects	0	0	0	
<b>Total Facility Renewal Expenditures</b>	<b>2,568,391</b>	<b>1,860,784</b>	<b>707,607</b>	



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
2009-10 ANNUAL BUDGET**

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

	Annual Budget 2009-10	Revised Budget 2008-09	Increase (Decrease)	Comments on Major Changes
<b>Approved Capital Expenditures</b>				
Improved Accessibility Expenditures	0	0	0	
<b>Approved Debt Charges Expenditures</b>				
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	612,000	612,000	0	
Interest Payments	478,431	530,970	(52,539)	
	1,090,431	1,142,970	(52,539)	Decrease is mainly due to a reduction in the principal of the capital loans
<b>Total Approved Debt Charges</b>	<b>1,207,918</b>	<b>1,260,457</b>	<b>(52,539)</b>	

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
2009-10 ANNUAL BUDGET**

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

	Annual Budget 2009-10	Revised Budget 2008-09	Increase (Decrease)	Comments on Major Changes
<b>Debt Charges on 25 year Capital Loans</b>				
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:				
	5,284,587	5,470,060	(185,473)	Decrease is mainly due to a reduction in the funding of capital loans
<b>Furniture &amp; Equipment &amp; Leases</b>				
During the year the Board will incur costs to purchase new Furniture & Equipment and to lease portable classrooms				
	803,486	815,966	(12,480)	Decrease is mainly due to a reduction in the lease of portable classrooms
<b>Total New Pupil Places Expenditures</b>	<b>6,088,073</b>	<b>6,286,026</b>	<b>(197,953)</b>	

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**2009-10 ANNUAL BUDGET**

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

	Annual Budget 2009-10	Revised Budget 2008-09	Increase (Decrease)	Comments on Major Changes
Reserve for Working Funds	0	0	0	
Reserve for Special Education	0	0	0	
Reserve for Pupil Accommodation	0	0	0	
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	
<b>Total Provision for Reserves</b>	<b>0</b>	<b>0</b>	<b>0</b>	

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
PUBLIC SESSION  
JUNE 16, 2009**

**TOPIC: LARKIN ESTATE ADMISSION AWARDS 2009-2010**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the payment of \$8,500.00 for Larkin Estate Admission Awards at \$500.00 per eligible student, as presented.

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Prepared by: Frank Iannantuono, Superintendent of Education

Presented by: Frank Iannantuono, Superintendent of Education

Approved by: John Crocco, Director Of Education

Date: June 16, 2009



NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

## REPORT TO THE COMMITTEE OF THE WHOLE MEETING JUNE 2, 2009

### LARKIN ESTATE ADMISSION AWARDS 2009-2010

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#### BACKGROUND INFORMATION

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

As of April 30<sup>th</sup>, 2009 the undistributed earnings and the balance of the scholarship fund amounted to \$12,093.50. According to the terms of the bequest, the undistributed earnings may be paid to eligible students who are approved by the Board.

The Larkin Estate Admission Award is available to graduates of a Catholic high school situated in the jurisdiction of the Niagara Catholic District School Board. Candidates must be enrolled in St. Michael's College, University of Toronto, or a school of nursing, social service work or a college or university offering such course. Applications have been reviewed and a list of qualifying candidates has been prepared, as noted on Appendix A.

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

#### RECOMMENDATION

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the payment of \$8,500.00 for Larkin Estate Admission Awards at \$500.00 per eligible student, as presented.

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Prepared by: Frank Iannantuono, Superintendent of Education

Presented by: Frank Iannantuono, Superintendent of Education

Approved by: John Crocco, Director Of Education

Date: June 2, 2009

**APPENDIX A**

**LARKIN ESTATE AWARDS 2009-2010**

**New Applicants**

<b>Name</b>	<b>Degree/Diploma</b>	<b>Graduate of</b>
Emily Baker Western University	Nursing - BSN	Holy Cross Catholic Secondary School
Ariana Visentin Brock University	Nursing - BSN	Denis Morris Catholic High School
Leona Belle Cunningham St. Lawrence College	Paramedics	Blessed Trinity Catholic Secondary School
Ashley Grundy Brock University	Nursing - BSN	Denis Morris Catholic High School
Melissa Cercone Queens University	Nursing - BSN	Notre Dame College

**APPENDIX B**

**LARKIN ESTATE AWARDS 2009-2010**

**Renewal Applicants**

<b>Name</b>	<b>Degree/Diploma</b>	<b>Graduate of</b>
Catherine Sophia Larouche Brock University 2	Nursing – B. SC.	Notre Dame College School
Allysha Tesa Litalien University of Western Ontario 2	Nursing	Notre Dame College School
Jessica Marie Wichmann University of Western Ontario 2	Nursing – B. SC.	Notre Dame College School
Simone Gomes McMaster University 2	Social Sciences (Social Work)	Denis Morris Catholic High School
Nicole Magno Ryerson University 2	Nursing – B. SC.	Denis Morris Catholic Secondary School
Brittany Young Brock University 2	Nursing – B. SC.	Denis Morris Catholic Secondary School
Adelaine Nohora Franciscan university of Steubenville 2	Philosophy/Theology/Bioethics	Notre Dame College School
Andrea Vargas-Sanchez University of Toronto 2	Mathematics and Physical Science	Notre Dame College School
Carli Chan University of Toronto 4	Humanities Arts and Social Sciences – Honours Degree	Saint Paul Catholic High School
Julie Blain – Brock University 4	Nursing – B.SC.	Saint Michael Catholic High School
Ryan Dutkus – St. Michaels College 4	Arts & Science	Notre Dame College
Jennifer Cordoba-Londono – Brock University 3	Nursing – B.SC.	Notre Dame College

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
PUBLIC SESSION  
JUNE 16, 2009**

**TOPIC: UNAPPROVED MINUTES OF THE POLICY COMMITTEE  
MEETING OF JUNE 16, 2009**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board receive the Unapproved Minutes of the Policy Committee Meeting of June 16, 2009, as presented for information.

The following recommendations are being presented for the Board's consideration from the Policy Committee Meeting of June 16, 2009.

**5.2 Approval of Policies**

**5.2.1 Admission of Students Policy (#301.1)**

**THAT** the Niagara Catholic District School Board approve the Admission of Students Policy, as presented.

**5.2.2 Attendance Areas Policy (#301.3)**

**THAT** the Niagara Catholic District School Board approve the Attendance Areas Policy, as presented.

**5.2.3 Volunteer Drivers Policy (#302.4)**

**THAT** the Niagara Catholic District School Board approve the Volunteer Drivers Policy, as presented.

**5.2.4 Student Suspension Policy- Safe Schools (#302.5.4)**

**THAT** the Niagara Catholic District School Board approve the Student Suspension Policy – Safe Schools, as presented.

**5.2.5 Student Expulsion Policy - Safe Schools (#302.5.5)**

**THAT** the Niagara Catholic District School Board approve the Student Expulsion Policy - Safe Schools, as presented.



**5.2.6 Code of Conduct Policy - Safe Schools (#302.6.2)**

**THAT** the Niagara Catholic District School Board approve the Code of Conduct Policy – Safe Schools, as presented.

**5.2.7 Nutrition Policy (#302.7)**

**THAT** the Niagara Catholic District School Board approve the Nutrition Policy, as presented.



NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

## MINUTES OF THE POLICY COMMITTEE MEETING TUESDAY, JUNE 16, 2009

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Minutes of the Policy Committee Meeting of the Niagara Catholic District School Board, held on Tuesday, June 16, 2009, at 5:30 p.m. in the Father Kenneth Burns csc Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

The meeting was called to order at 5:40 p.m.

1. **Opening Prayer**

The meeting was opened with a prayer.

2. **Attendance**

Committee Members:

**Tony Scalzi**, Committee Chairperson

**Ed Nieuwesteeg**, Trustee

**Kathy Burtnik**, Chairperson of the Board (ex-officio)

Staff:

**John Crocco**, Director of Education

**Yolanda Baldasaro**, Superintendent of Education

**Frank Iannantuono**, Superintendent of Education

**James Woods**, Controller of Plant

**Jennifer Brailey**, Manager of Board Services & Communications

**Sherry Morena**, Administrative Assistant/Recording Secretary

3. **Approval of Agenda**

Moved by Trustee Nieuwesteeg

**THAT** the June 16, 2009 Policy Committee Agenda be approved, as presented.

**Approved**

4. **Minutes of Policy Committee Meeting of May 25, 2009**

Moved by Trustee Burtnik

**THAT** the Policy Committee approve the Minutes of the Policy Committee Meeting of May 25, 2009, as presented.

**Approved**

## 5. Policies

### ***Policies Being Developed - Fall 2009***

- *Safe Physical Intervention with Students*
- *Self-Identification of Aboriginal Students*
- *Conflict of Interest for Employees*
- *Code of Conduct - Trustees*
- *Accessible Customer Service Policy*

### ***Policies Being Reviewed/Revised -June 16, 2009***

#### **5.1 Admission of Students Policy (#301.1)**

Frank Iannantuono, Superintendent of Education, presented the Admission of Students Policy and Administrative Guidelines and highlighted the proposed revisions. He also presented information on the responses received as a result of the vetting process.

Trustees discussed the Policy and suggested amendments to the Policy Statement and Administrative Guidelines.

Moved by Trustee Burtnik

**THAT** the Policy Committee recommend that the Niagara Catholic District School Board approve the Admission of Students Policy, as revised.

**Approved**

#### **5.2 Attendance Areas Policy**

James Woods, Controller of Plant, Director Crocco presented the Attendance Areas Policy and Administrative Guidelines, and highlighted the proposed revisions.

Moved by Trustee Nieuwesteeg

**THAT** the Policy Committee recommend that the Niagara Catholic District School Board approve the Attendance Areas Policy, as presented.

**Approved**

#### **5.2 Volunteer Drivers Policy (#302.4)**

Superintendent Iannantuono presented the Volunteer Drivers Policy and Administrative Guidelines and highlighted the proposed revisions. He also presented information on the responses received as a result of the vetting process.

Trustees discussed the Policy and suggested amendments to the Policy Statement and Administrative Guidelines.

Moved by Trustee Burtnik

**THAT** the Policy Committee recommend that the Niagara Catholic District School Board approve the Volunteer Drivers Policy, as revised.

**Approved**

**5.3 Student Suspension Policy - Safe Schools (#302.5.4)**

Yolanda Baldasaro, Superintendent of Education, presented the Student Suspension Policy - Safe Schools and Administrative Guidelines and highlighted the proposed revisions.

Moved by Trustee Nieuwesteeg

**THAT** the Policy Committee recommend that the Niagara Catholic District School Board approve the Student Suspension Policy - Safe Schools, as presented.

**Approved**

**5.4 Student Expulsion - Safe Schools (#302.5.5)**

Superintendent Baldasaro presented the Student Expulsion Policy - Safe Schools and Administrative Guidelines and highlighted the proposed revisions.

Moved by Trustee Burtnik

**THAT** the Policy Committee recommend that the Niagara Catholic District School Board approve the Student Expulsion Policy - Safe Schools, as presented.

**Approved**

**5.5 Code of Conduct - Safe Schools (#302.6.2)**

Superintendent Baldasaro presented the Code of Conduct Policy - Safe Schools and Administrative Guidelines and highlighted the proposed revisions.

Moved by Trustee Nieuwesteeg

**THAT** the Policy Committee recommend that the Niagara Catholic District School Board approve the Code of Conduct Policy - Safe Schools, as presented.

**Approved**

**5.6 Nutrition Policy (#302.7)**

Superintendent Baldasaro presented the Nutrition Policy and Administrative Guidelines and highlighted the proposed revisions.

Trustees discussed the Policy and suggested amendments to the Policy Statement and Administrative Guidelines.

Moved by Trustee Burtnik

**THAT** the Policy Committee recommend that the Niagara Catholic District School Board approve the Nutrition Policy, as revised.

**Approved**

**6. Policy Development Update (Information)**

Director Crocco presented the Policy Development Update for information.

**7. Discussion for Future Action**

**8. Next Meeting Date(s)**

**9. Adjournment**

Moved by Trustee Burtnik Nieuwesteeg

**THAT** the Policy Committee Meeting be adjourned.

**Approved**

This meeting was adjourned at 6:40 p.m.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
PUBLIC SESSION  
JUNE 16, 2009**

**TOPIC: APPROVAL OF POLICIES  
ADMISSION OF STUDENTS POLICY (#301.1)**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the Admission of Students Policy, as presented.

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Prepared by: Frank Iannantuono, Superintendent of Education

Presented by: Frank Iannantuono, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: June 16, 2009



## ADMISSION OF STUDENTS

Adopted: February 24, 1998  
Revised: June 16, 2009

Policy No. 301.1

### STATEMENT OF POLICY

The elementary and secondary schools of the Niagara Catholic District School Board exist primarily to provide a distinctive Catholic Education for all pupils in its jurisdiction. Niagara Catholic schools foster the spiritual growth of all pupils to enable them to live and contribute as citizens of our society consistent with our gospel values, and in close cooperation with our Bishop, pastors and the parent/guardian community.

The elementary schools of the Niagara Catholic District School Board exist primarily to provide excellence in Catholic education for the pupils of our Separate School Supporters. Pupils of Non-Separate Schools may be admitted to an elementary school upon application.

~~The secondary schools of the Niagara Catholic District School Board exist to provide excellence in Catholic secondary education for the pupils of our Separate School Supporters and others within the Niagara Region who elect to attend.~~

The secondary schools of the Niagara Catholic District School Board exist to provide excellence in Catholic secondary education for the students of our Separate School Supporters and others within the Niagara Region who elect to attend. The current legislation from the Ministry of Education states that Non- Roman Catholic pupils may attend Catholic secondary schools with the understanding that they respect the environment, traditions and expectations of the Niagara Catholic District School Board.

~~The elementary schools of the Niagara Catholic District School Board exist foremost to provide excellence in Catholic elementary education for the students of our Separate School Supporters.~~

~~Occasionally, The Board will charge the appropriate fees allowed or required for non-resident students.~~

~~The fee schedule for Visa students shall be updated annually.~~

~~Any waiver of fees will be at the discretion of the Director of Education.~~

The Director of Education shall issue administrative guidelines in conjunction with this policy.

Reference: Education Act, Section 33 (3), 1997  
Attendance Areas Policy #301.3



## ADMISSION OF STUDENTS

Adopted: February 24, 1998  
Revised: **June 16, 2009**

Policy No. 301.1

### ADMINISTRATIVE GUIDELINES

#### 1. **Elementary Admission Requirements**

It is the responsibility of the parent or guardian to submit documentation and complete the required Board forms. These include:

- i. Where Junior Kindergarten is in operation, pupils shall be admitted to Junior Kindergarten in September of any school year provided that they will reach the age of four on, or before December 31<sup>st</sup>, in that same calendar year.
- ii. Pupils shall be admitted to Kindergarten in September of any school year provided that they reach the age of five on, or before December 31<sup>st</sup>, in the same calendar year.
- iii. Pupils shall be admitted to Grade 1 in September of any school year, provided that they reach the age of six on or before December 31<sup>st</sup>, in the same calendar year.
- iv. Proof of Immigration Status where applicable
- v. When a child is registered for the first time in the Niagara Catholic District School Board, the school **Principal** must verify **the child or the** parent/guardian's proof of baptism in the Roman Catholic or Catholic of the Greek or Ukrainian or other Eastern Rites in union with the See of Rome. If necessary, a letter from a pastor certifying that the child has been baptized in the Roman, Greek or Ukrainian Rite will be accepted in lieu of a Baptismal Certificate for admission to the Catholic school system.
- vi. In the event neither parent/guardian can provide proof of baptism the procedures outlined in Section 3 (**Link to section 3**) of these guidelines are to be followed.
- vii. Completion of a Niagara Catholic District School Board **Elementary Registration Form**.
- viii. Completion of the Niagara Region Public Health Confidential Student Immunization Form and the attachment of a copy of the child's Immunization Record Card.
- ix. If required, a completed Application for Direction of School Support, and if required, a Roman Catholic Separate School Assessment Lease.

The school Principal, in consultation with the parent(s)/guardians(s), is responsible for placing the pupil in the most appropriate program.

#### 2. **Secondary Admission Requirements**

The secondary schools of the Niagara Catholic District School Board exist to provide excellence in Catholic secondary education for the students of our Separate School Supporters and others within the Niagara Region who elect to attend. The current legislation from the Ministry of Education states that Non- Roman Catholic pupils may attend Catholic secondary schools with the understanding that they respect the environment, traditions and expectations of the Niagara Catholic District School Board.

A pupil shall be admitted if:

- i. The pupil and the parent(s)/guardians(s) are residents in the jurisdiction of Niagara Catholic.
- ii. The pupil and the parent(s)/guardian(s) is a Canadian citizen or landed immigrant.
- iii. Proof of Immigration Status where applicable.
- iv. Completion of a Secondary School Registration Form.

It is the expectation of the Niagara Catholic District School Board that all pupils attending secondary schools take credits in Religious Education, and participate fully in the faith life of the school in accordance with the Education Act.

The school Principal, in consultation with the parent(s)/guardian(s), is responsible for placing the student in the most appropriate program. Pupils transferring from outside of Ontario may be granted a course equivalency in accordance with authority granted by the Ministry of Education.

### 3. **Elementary Panel: Non-Separate School Supporters Admission Requirements**

#### **NON- SEPARATE SCHOOL SUPPORTERS**

If a Non- Separate School Supporter and/or parent/guardian desires to register a child in a Niagara Catholic elementary school the following procedures must be followed:

- i. All new requests for Non- Separate Supporter(s) will comply with the practice of completing the **Request for Admission Form** and will require a recommendation from the school Principal.
- ii. The approval of Non- Separate School Supporter pupil requests will reside with the Family of Schools' Superintendent. Yearly re-approval will not be required unless the Principal, in dialogue with the Family of Schools Superintendent, does not grant notification of permission to continue by April 1<sup>st</sup> of the current year.
- iii. Parent(s)/Guardian(s) have the responsibility to notify the school of changes regarding biographical information to the pupil's family.
- iv. Principals and school Secretaries are required to enter the appropriate indicator to accurately track all Non-Separate Separate School Supporter students in the Board's Student Management System.

### 4. **ATTENDANCE AREA EXCEPTIONS**

In accordance with the Education Act, the Niagara Catholic District School Board has established boundaries for student attendance. This, however, does not include the right to a school outside the attendance area of the residence of the parent/guardian and/or pupil.

There may be individual exceptions to the designated attendance areas either at the request of the parents/guardians or at the request of administration. The Family of Schools' Superintendent, subject to the Director of Education, ~~shall~~ **may** approve attendance at a school outside the designated attendance area for a pupil.

Where parents request attendance at a school other than their designated school, they shall make the request with the respective Principals who after discussions with the Family of Schools' Superintendent shall make a determination on the request. Where approvals are given, transportation shall be the responsibility of the parents/guardians.

When it is required that a pupil attend a school other than their designated school for program or other reasons, the Family of Schools' Superintendent of Education may approve attendance. In these cases, the Board may provide transportation.



The following procedures shall be followed:

- i. All new requests for attendance outside the school area(s) will comply with the practice of completing the **Request for Admission Form** and will require a recommendation from the school Principal.
- ii. The approval of pupils outside the school attendance area resides with the Family of Schools' Superintendent. Yearly re-approval will not be required unless the Principal in dialogue with the Family of Schools Superintendent does not grant permission to continue by April 1<sup>st</sup> of the current year.
- iii. Parent(s)/Guardian(s) have the responsibility to notify the school of changes to their status.
- iv. Principals and school Secretaries are required to enter the appropriate indicator to accurately track all Non-Separate Separate School Supporter students in the Board's Student Management System.
- v. Notwithstanding any article within this policy, transportation for all Outside the School Attendance Area students is the responsibility of the parent(s)/guardian(s) or student (if 18 years old).

#### **5. Non Resident of Canada (VISA) Pupil**

The designated Superintendent of Education may approve the admission of a non-resident student and indicate the fee as appropriate in accordance with the Education Act. Such approval shall be reviewed annually.

- i. The pupil must obtain approval from the designated Superintendent of Education prior to admission into any school.
- ii. The **International Student Application** form must be completed. Prior to admission into any school, Visa students will be provided with a letter from the designated Superintendent of Education confirming attendance. Visa students shall be charged the fee determined by the Board.

#### **6. Residents of Ontario but outside Niagara Region**

Students whose legal residence is outside the jurisdiction of the Board but within Ontario requesting admission to a school under the jurisdiction of the board may have fees paid by the Board in whose jurisdiction they reside. Such requests are to be accompanied by a statement from the resident Board indicating if they will pay fees on the student's behalf. The Director's approval to admit must be obtained where fees are not paid. All admissions are **reviewed on an annual basis**.

Transportation for all outside the School Attendance Area students is **generally** the responsibility of the parent(s)/guardian(s) or student (if 18 years old) unless approval for transportation is obtained from the Director of Education.

#### **7. Exchange Students**

Pupils approved, as Exchange Students will participate in reciprocal, school-based programs, provided in co-operation with the Canadian School Authorities and the foreign exchange partners of the International Student Exchange.

#### **8. Students with Immigration Documents**

School Principal's who receive Immigration documents from pupils applying for admission must have the documents verified for eligibility. Admission will not be granted until Student Information and Administrative Services have verified documents and approval for admission has been confirmed.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
PUBLIC SESSION  
JUNE 16, 2009**

**TOPIC: APPROVAL OF POLICIES  
ATTENDANCE AREAS POLICY (#301.3)**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the Attendance Areas Policy, as presented.

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Prepared by: James Woods, Controller of Plant  
Presented by: James Woods, Controller of Plant  
Approved by: John Crocco, Director of Education  
Date: June 16, 2009



## ATTENDANCE AREAS

Adopted: June 23, 1998  
Revised: June 16, 2009

Policy No. 301.3

### STATEMENT OF POLICY

The Niagara Catholic District School Board recognizes its responsibility to operate its schools economically and efficiently, while taking into account the best education of the children, within the limits of the Board's available resources. The Board will establish Attendance Areas for each of the schools in its jurisdiction to ensure that facilities are used effectively and students are served.

~~The Board acknowledges that occasionally a student's individual needs may need to be met by exceptions to the attendance areas for a school. The Director of Education shall issue guidelines to allow for these exceptions.~~

The Board acknowledges that there may be changes to School Attendance Areas from time to time, to accommodate the changing demographics of the Region and as schools open or close. Changes to School Attendance Areas will follow a public consultation process.

The Director of Education shall make recommendations to the Board to establish an Ad-hoc Attendance Area Review Committee, which will review and recommend potential adjustments to the boundaries of school attendance areas.

The Director of Education shall issue administrative guidelines in conjunction with this policy:

#### References:

- Education Act R.S.O. 1990, c. E.2, s. 171 (1), par. 7
- Niagara Catholic District School Board Policy # 701.2 - Closure of Schools/Accommodation Review
- Niagara Catholic District School Board Policy #301.1 – Admission of Students



## ATTENDANCE AREAS

Issued: June 23, 1998  
Revised: November 9, 1999  
September 12, 2000  
September 19, 2001  
June 16, 2009

Policy No. 301.3

## ADMINISTRATIVE GUIDELINES

### ~~ATTENDANCE AREA REVIEW COMMITTEE~~

#### ~~REGULATIONS~~

##### 1. ~~ACCOMMODATION PLANNING COMMITTEE~~

~~The Director shall establish an Accommodation Planning Committee comprised of administrative staff responsible for maintaining~~ The Controller of Plant shall maintain information on school capacities, enrolments, attendance area boundaries and ~~programs~~ out-of attendance-area students.

~~The Accommodation Planning Committee~~ Controller of Plant shall report at least annually to the Director of Education outlining accommodation utilization and identifying potential attendance area boundary reviews and school closures.

The Director of Education will provide recommendations to the Board where an Ad-Hoc Attendance Area Review Area Committee may be required due to changing demographics.

##### 2. ~~SCHOOLS IDENTIFIED FOR ATTENDANCE AREA REVIEWS~~

~~Schools may be identified for a review of the school attendance areas where the long-term enrolment projections in one or more schools will cause significant under-utilization or over-crowding or when a new school is being built. Boundaries for a school may also be identified for review if the local trustee(s) request a study.~~

~~The Board may establish an ad hoc Attendance Area Review Committee when the Director of Education identifies a school or schools as meeting the above criteria.~~

### 3. AD-HOC ATTENDANCE AREA REVIEW COMMITTEE

An Ad-Hoc Attendance Area Review Committee shall be comprised of:

- a) ~~three~~ Three trustees, one of whom shall serve as chair of the committee and one of whom shall be an area- a local trustee.
- b) ~~A supervisory officer~~ Superintendent who shall serve as secretary of the committee,
- c) ~~of the Board and t~~ The principa(s) who will act as a resource to the Superintendent and will be in attendance as required. The school principal(s) who will support the committee.
- d) The Controller of Plant and / or designate who shall serve as a resource person.

~~A trustee shall serve as chair of the Committee. The supervisory officer shall serve as secretary of the Committee and as a resource person.~~

The Committee shall consider such factors as the following in the ~~study~~ Attendance Area Review:

- a) Enrolment figures:
  - for the current year,
  - for 5 years prior to a study Attendance Area Review,
  - for 5 years hence, as projected,
- b) Location and proximity of adjacent schools,
- c) The capacity of the school and the school site,
- d) Other appropriate statistics,
- e) Effects on transportation, the facility and such other factors as are appropriate,
- f) Recommendations arising from a pupil accommodation review, conducted by the local Accommodation Review Committee
- g) Notification to parents and guardians of proposed changes to attendance areas, providing them the opportunity to respond at public meetings prior to consideration of changes by the Board.
- a) ~~The Committee shall prepare a report including any recommended changes to the School Attendance Areas. The Committee's final report will be submitted by a date established by the Board.~~

### 4. ~~BOARD RESPONSIBILITIES~~ AD-HOC ATTENDANCE AREA REVIEW COMMITTEE RECOMMENDATIONS

The Ad-Hoc Committee shall prepare a report including any recommended changes to the School Attendance Areas.

The Ad-Hoc Committee's final report shall be submitted by a date established by the Board.

i. ~~The Board~~ Committee of the Whole shall receive the Ad-Hoc Committee's report in public session.

ii. ~~The Board~~ shall make a decision regarding the Ad-Hoc Committee's recommendation(s) ~~and implementation.~~

The Director of Education will develop and implement a plan of action, arising from the Board decision(s).

The effective date of implementing the decision is will be determined by the circumstances and time required to prepare the community and students for the change.

### **~~ATTENDANCE AREA EXCEPTIONS~~**

~~There may be individual exceptions to the attendance areas either at the request of the parents or at the request of administration. The Superintendent of Education, subject to the Director of Education, shall approve attendance at a school outside the designated attendance area for a pupil.~~

~~Where parents request attendance at a school other than their designated school, they shall make the request to the Area Superintendent who, after discussions with the respective Principals, shall make a determination on the request. Where approvals are given, transportation shall be the responsibility of the parents.~~

~~When it is required that a pupil attend a school other than their designated school for program or other reasons, the Superintendent of Education may approve attendance. In these cases transportation may be provided by the Board.~~

~~Other reasons should include but not be limited to properties where the resident address of the student straddles and/or runs through two attendance areas. In these instances pupils will be entitled to select either Catholic School.~~

April 9/09

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
PUBLIC SESSION  
JUNE 16, 2009**

**TOPIC: APPROVAL OF POLICIES  
VOLUNTEER DRIVERS POLICY (#302.4)**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the Volunteer Drivers Policy, as presented.

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Prepared by: Frank Iannantuono, Superintendent of Education

Presented by: Frank Iannantuono, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: June 16, 2009



## **STUDENT VOLUNTEER DRIVERS**

Adopted: Feb 27, 2001  
Revised: **June 16, 2009**

Policy No. 302.4

### **STATEMENT OF POLICY**

The Niagara Catholic District School Board generally provides Board-approved transportation to students attending school-approved activities. However, it is acknowledged that, on occasion, ~~and—upon student/parent request, it is more practical for students to transport themselves to some school-approved activities in which they are participating.~~ it is necessary to transport students in private vehicles.

~~In such instances, it is understood that students who drive, adhere to the guidelines and procedures that have been established to provide consistent directives relative to the transportation of students in private vehicles.~~

In such instances, it is understood that any volunteer **driver** ~~(including school staff)~~ transporting students to school-approved activities in private vehicles have completed the Volunteer Driver-Authorization to Transport Students form and have been approved by the school Principal.

The Director **of Education** will establish Administrative Guidelines for the implementation of the Policy.

**Reference: O.P.H.E.A.: Ontario Safety Guidelines**  
**OSBIE: Board Insurance Carrier**





## **STUDENT VOLUNTEER DRIVERS**

Adopted: Feb 27, 2001

Policy No. 302.4

Revised: **June 16, 2009**

### **ADMINISTRATIVE GUIDELINES**

The Niagara Catholic District School Board does not endorse ~~the widespread use of students as the primary means~~ students driving other students to school-approved activities. The following procedures have been established for the purpose of providing consistent directives relative to the transportation of students in private vehicles. It is understood that the procedures apply to all ~~students~~ volunteer drivers, including staff. ~~who on occasion drive and/or are transported in private vehicles to school-approved activities in which they are participants.~~

When transportation is by private vehicle, the Principal/designate shall advise those volunteers requesting to transport students of the following;

1. ~~Students~~ Volunteer Drivers must have the minimum qualification to drive: ~~student~~ the volunteer drivers must be fully licensed, having obtained a class "G" license- successfully completed a Level 2 - G2 Exit Test. ~~The principal must approve any student driver using a private vehicle to transport other students~~
2. Persons transporting students in privately owned automobiles should be sure their Public Liability Insurance coverage is valid and current and meets the Board's requirement for non-owned auto insurance coverage. The Board, however, maintains the Excess Liability Insurance Policy, which covers all employees and volunteers who transport students within Canada and the Continental United States on behalf of the Board to a limit of \$20,000,000. This policy comes into effect if a judgement arises against that employee or volunteer resulting from use of his /her vehicle and is in excess of the limit carried by the individual on his/her personal policy.
3. The [Volunteer Drivers-Authorization to Transport Students](#) must be fully completed and returned to the school and submitted to school **P**incipal.
4. Parents of students transported to school-approved events by school-approved volunteer drivers must be informed of this and sign the [Transport Student Consent Form](#) which lists dates, activity, destination, departure/return times and the name of volunteer driver.
5. A passenger list for each vehicle will be provided to the main office prior to departure. A second list will be kept by the teacher in charge.
6. A vehicle shall not be used to transport in excess of six passengers and a seat belt must be provided for each student. No reimbursement shall be provided.



NIAGARA CATHOLIC DISTRICT SCHOOL BOARD

# VOLUNTEER DRIVERS - Authorization to Transport Students

427 RICE ROAD, WELLAND, ONTARIO, L3C 7C1 TELEPHONE (905) 735-0240 FAX (905) 735-9710

This information is being collected pursuant to the provisions of the Municipal Freedom of Information and Protection of Privacy Act and under the Authority of The Education Act, c. 129, s. 60 and will be used for the purposes of determining suitability of volunteer drivers. Questions about the collection of this information should be directed to the Superintendent of Education, Niagara Catholic District School Board

This will authorize \_\_\_\_\_  
name of teacher or other volunteer driver (except student drivers - see Policy 302.4)

1. To transport students participating in the events listed on the attached school schedule
- or
2. To transport students participating in the following school activity:  
\_\_\_\_\_  
\_\_\_\_\_

DATE	SCHOOL NAME	PRINCIPAL'S SIGNATURE
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### VEHICLE INFORMATION

MAKE	YEAR	LICENCE #
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All "Trip Drivers" including Volunteer Drivers are advised that, in order to bring into effect the Board's Excess Liability insurance, they should:

- a. Use a licensed automobile which carries valid third-party liability insurance as required under Legislation in the Province of Ontario;
- b. Provide the Board prompt written notice, with all available particulars, of any accident arising out of the use of a licensed automobile during a trip on business of the Board;
- c. Be aware that the Board's excess liability insurance comes into effect only after the "Trip Drivers" insurance has been exhausted, to a combined total of \$20,000,000;
- d. Be aware that any change to the volunteer's vehicle, the cost of any insurance deductible or premium adjustment as the result of an accident while the vehicle is being used on board-related business is NOT covered by the school board's Excess Automobile Liability insurance.

Note: \*A "Trip Driver" is defined as any person (except a student driver) authorized by the Board, who has agreed to be a driver for a certain trip while they are driving their own or another licensed automobile; to include trustees, employees, teachers, parents, volunteers and officials of the Board.

### DECLARATION TO BE SIGNED BY DRIVER

I declare that I hold an unrestricted driver's license and am authorized to drive in Ontario, and my vehicle is insured by a valid automobile liability insurance policy as required by Ontario law.

I declare that the vehicle described above is mechanically fit and that there are seat belts in working condition for all passengers.

SIGNATURE OF DRIVER	DATE
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### DECLARATION TO BE SIGNED BY OWNER OF VEHICLE (If volunteer driver does not own vehicle)

I declare that I have authorized \_\_\_\_\_ to drive my vehicle to transport students participating in the school event(s) listed on this form.

I declare that he/she holds an unrestricted driver's license, is authorized to drive and is insured as an operator under the vehicle's liability insurance.

I declare that the vehicle described above is mechanically fit and that there are seat belts in working condition for all passengers.

SIGNATURE OF OWNER OF VEHICLE (if volunteer driver does not own the vehicle)	DATE
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## ACKNOWLEDGEMENT / CONSENT FROM PARENT/GUARDIAN

To allow ~~their~~ **your** child to be transported by the *Volunteer Driver* listed below;

**SCHOOL:** \_\_\_\_\_

**ACTIVITY:** \_\_\_\_\_

**STUDENT'S NAME:** \_\_\_\_\_

Parents/guardians must sign Acknowledgement/Consent form to allow school to transport your son/daughter to the designated location(s) on the dates and times indicated. This form acknowledges that, where indicated, students will be transported in private vehicles by volunteer driver to school activities approved by the Principal.

By signing this form, parents/guardians understand that, in the event of an accident, their own automobile insurance policy will be the first coverage used to recover claims made regarding their own child.

DATE	DESTINATION	DEPART	RETURN	METHOD OF TRAVEL	VOLUNTEER DRIVER

I give my son/daughter \_\_\_\_\_ permission to be transported to the school activities listed on this form by the person identified as the 'Volunteer Driver'.

Parent/guardian signature: \_\_\_\_\_

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
PUBLIC SESSION  
JUNE 16, 2009**

**TOPIC: APPROVAL OF POLICIES  
STUDENT SUSPENSION POLICY - SAFE SCHOOLS (#302.5.4)**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the Student Suspension Policy - Safe Schools, as presented.

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Prepared by: Yolanda Baldasaro, Superintendent of Education

Presented by: Yolanda Baldasaro, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: June 16, 2009



## **STUDENT SUSPENSION POLICY**

Adopted: June 26, 2001  
Revised: May 28, 2002  
Reviewed February 1, 2008  
June 17, 2008  
**June 16, 2009**

Policy No. 302.6.4  
Safe Schools

### **STATEMENT OF POLICY**

In carrying out its mandate to prepare young people for responsible citizenship, the Niagara Catholic District School Board is committed to providing a learning environment where mutual respect and commitment to purpose exists. Students who act inappropriately or impede the rights of others shall accept the consequences of their behaviour.

It is the policy of the Board to support the suspension of students, as per approved guidelines, where such action is warranted and/or where other consequences have been unsuccessful in bringing about the desired changes in student behaviour.

The Director of Education will establish guidelines and procedures for the implementation of this policy.

**[Reference: Education Act, Sections 306, 307, 308, 309, 310, 311]**



## STUDENT SUSPENSION POLICY

Adopted: June 26, 2001  
Revised: May 28, 2002  
Reviewed: February 1, 2008  
September 18, 2009  
June 16, 2009

Policy No. 302.6.4  
Safe Schools

### ADMINISTRATIVE GUIDELINES

#### A. *Suspension Infractions*

When a Principal's investigation of an incident, which should include consultation with the adult student or the student's parent/guardian and student, determines that a student has committed one or more infractions outlined below on school property, during a school-related activity or event, and/or in circumstances where the infraction has an impact on the school climate, a Principal will consider whether that student should be suspended, taking into account any mitigating and other factors that might be applicable in the circumstances.

The Principal will also contact the police consistent with the Police and School Response Protocol if the infraction the student is suspected of committing requires such contact. When in doubt, the Principal will consult with his or her Family of Schools Superintendent.

#### B. *Suspension of Student for Up to Twenty (20) School Days:*

The infractions for which a suspension may be imposed by the principal include:

1. Uttering a threat to inflict serious bodily harm on another person;
2. Possessing alcohol, illegal drugs and/or ~~restricted drugs~~ controlled substances without a valid prescription;
3. Being under the influence of alcohol, illegal drugs and/or ~~restricted drugs~~ controlled substances without a valid prescription;
4. Swearing at a teacher or at another person in a position of authority;
5. Committing an act of vandalism that causes extensive damage to school property at the student's school or to property located on the premises of the student's school;
6. Persistent truancy;
7. Habitual neglect of duty;
8. Use of profane vulgar, or improper language;
9. Bullying;
10. Conduct injurious to the moral tone of the school;
11. Persistent opposition to authority;
12. Conduct injurious to the physical or mental well-being of any member of the school community;
13. Any act considered by the Principal to be contrary to the Board or school Code of Conduct.

A student may be suspended only once for any one instance of an infraction and may be suspended for a minimum of one (1) school day and a maximum of twenty (20) school days.

see: [Suspension Flowchart](#)

### ***C. Factors to Consider Before Deciding to Impose a Suspension***

Before deciding whether to impose a suspension, or some other form of discipline, a Principal will make every effort to consult with the student, where appropriate, and the student's parent(s)/guardian(s) (if the student is not an adult student) to identify whether any mitigating and/or other factors might apply in the circumstances.

### ***D. Progressive Discipline***

In reviewing whether progressive discipline approach(es) has/have been attempted with the student, and if so, the progressive discipline approach(es) that has/have been attempted and any success or failure, the principal will consider the following:

Whether the teacher, principal or designate has utilized early and/or ongoing intervention strategies to prevent unsafe or inappropriate behaviours, such as:

- Contact with parent(s)
- Oral reminders
- Review of expectations
- Written work assignment with a learning component
- Volunteer service to the school community
- Peer mentoring
- Conflict mediation and resolution
- Meeting with parents, student and Principal
- Referral to community agency for anger management or substance abuse counselling
- Consultation
- Withdrawal of privileges
- Withdrawal from class
- Detention
- Restitution for damages
- Restorative practice
- Transfer with support, subject to consent of the **appropriate Family of Schools Superintendent**
- Whether Progressive Discipline is appropriate in this situation or whether a suspension or expulsion is more appropriate, considering all of the circumstances.

### ***E. Mitigating Factors***

The mitigating factors to be considered by the Principal before deciding whether to impose a suspension are:

1. Whether the student has the ability to control his or her behaviour;
2. Whether the student has the ability to understand the foreseeable consequences of his or her behaviour; and
3. Whether the student's continuing presence in the school does or does not create an unacceptable risk to the safety of any other individual at the school.

If a student does not have the ability to control his or her behaviour or does not understand the foreseeable consequences of his/her behaviour, the Principal should not suspend the student. The principal in such circumstances may consider alternative discipline and/or other intervention. If the student poses an unacceptable risk to the safety of others in the school, the Principal will consult with his/her Superintendent regarding appropriate accommodations and/or strategies that might be instituted to ensure safety of students, staff, and others in the school.

## ***F. Other Factors to be Considered***

Where the student is able to control his/her behaviour **and** is able to understand the foreseeable consequences of his/her behaviour, the Principal will consider whether the following factors mitigate the length of a suspension or the decision to apply a suspension as a form of discipline for the student:

1. The student's academic, discipline and personal history;
2. Whether progressive discipline has been attempted with the student, and if so, the progressive discipline approach(es) that has/have been attempted and any success or failure;
3. Whether the infraction for which the student might be disciplined was related to any harassment of the student because of race, ethnic origin, religion, creed, disability, gender or gender identity, sexual orientation or harassment for any other reason;
4. The impact of the discipline on the student's prospects for further education;
5. The student's age;
6. Where the student has an IEP or disability related needs,
  - a. Whether the behaviour causing the incident was a manifestation of the student's disability;
  - b. Whether appropriate individualized accommodation has been provided; and
  - c. Whether a suspension is likely to result in aggravating or worsening the student's behaviour or conduct or whether a suspension is likely to result in a greater likelihood of further inappropriate conduct; and
7. Whether or not the student's continuing presence at the school creates an unacceptable risk to the safety of anyone in the school.

## ***G. Alternatives and Factors Mitigating Decision to Suspend***

In circumstances where one or more of the factors above mitigate the decision to apply a suspension as a form of discipline for the student, the Principal may consider whether alternative discipline and/or other intervention is appropriate in the circumstances.

## ***H. School Work***

A student who is subject to a suspension of five (5) or fewer school days must be provided with school work to complete at home while serving the suspension. The school work must be available to the adult student's designate or the student's parent/guardian or designate the day the student is suspended, if the student is suspended for one (1) school day. Where the student has been suspended for two (2) or more school days the principal will ensure that the school work provided to the student will be available the day the student is suspended or the following school day.

In addition to receiving school work for the first five (5) school days of suspension, a student who is subject to a suspension of six (6) or more school days must be assigned an alternative program for students subject to lengthy suspension (ASP). A student participating in an ASP is not considered to be engaging in school or school-related activities.

At the secondary school level, evaluation of the student will not be compromised by the suspension. The student must accept responsibility for picking up the appropriate resources for learning during the length of the suspension, and the student must also take responsibility for completing missed work and assignments. Opportunities will be provided to students who have missed major tests. Arrangements could include the student coming in for the purposes of test writing only. The student on suspension will not be denied the opportunity to write exams (final or mid term).

Should the secondary student on suspension have a major project due during the suspension, a proxy should send this project to school.



## ***I. Alternative Suspension Program***

Where a student has been suspended for six (6) or more school days the student will be provided with schoolwork for the first five (5) school days or until the Student Action Plan is implemented and will be assigned an alternative program for students subject to lengthy suspension (Alternative Suspension Program or ASP).

A student cannot be compelled to participate in an ASP. Should the adult student or a student's parent/guardian choose not to have the student participate in an ASP, the student will continue to be provided with school work consistent with the Ontario curriculum or that student's modified or alternative curriculum to be completed at home for the duration of his/her suspension. This schoolwork will be available at the school for pick-up by the adult student's designate or the student's parent/guardian or designate at regular intervals during the suspension period. Where schoolwork **has not** been picked up, the school should contact the adult student or the student's parent/guardian to determine whether the schoolwork will be picked up. The Principal should record the follow-up and response.

A Student Action Plan (SAP) will be developed for every student subject to a suspension of six (6) or more school days who agrees to participate in an ASP.

The adult student or the student's parent/guardian may communicate agreement or refusal to participate in an ASP to the school orally. Where the adult student or student's parent/guardian declines the offer to participate in an ASP, the Principal shall record the date and time of such refusal.

*Reference:*

- [Fresh Start Program Information Package](#)
- [Fresh Start Student Action Plan Grades 7-12](#)
- [Fresh Start Program Action Plan Class Material / Assignment Request Form](#)
- [Alternative Suspension/Expulsion Program Student Action Plan For K- 6 Students](#)
- [Alternative Suspension/Expulsion Program Class Material / Assignment Request Form](#)

## ***J. Planning Meeting***

For students subject to a suspension of six (6) or more school days who choose to participate in an ASP, the principal of the school or designate will hold a planning meeting for the purpose of developing the SAP.

- The adult student or student's parent/guardian and the student (where appropriate) as well as any appropriate teaching and support staff will be invited to participate in the planning meeting.
- The planning meeting will be scheduled to occur within two (2) school days of the adult student or the student's parent/guardian informing the school that the student will participate in an ASP.
- If the adult student or the student's parent/guardian is not available to participate in the planning meeting, the meeting will proceed in their absence and a copy of the SAP will be provided to them following the meeting.
- During the planning meeting the principal or designate will review the issues to be addressed in the student's SAP.

## ***K. Student Action Plan***

A student subject to suspension for eleven (11) or more school days will be provided with both academic and non-academic supports, which will be identified in the student's SAP. Students subject to a suspension of fewer than eleven (11) school days may be offered non-academic supports where such supports are appropriate and available.

- The SAP will be developed under the direction of the Principal of the school with assistance, as appropriate, from the Principal of alternative programs, Vice-Principal of the school, guidance counselor, special education teacher, classroom teacher, CYW and/or social worker.
- The Principal will make every effort to complete the SAP within five (5) school days following the adult student or the student's parent/guardian informing the school that the student will participate in an ASP.
- This timeline will be communicated to the adult student and/or the student's parent/guardian if they are unable to attend the planning meeting for the purpose of providing input.
- The Principal must ensure that the student is provided with schoolwork until the SAP is in place.
- Once completed, the SAP will be shared with the adult student, or the student's parent/guardian and the student and all necessary staff to facilitate implementation.
- A copy of the SAP will be stored in the student's documentation file until such time as it is no longer conducive to the improvement of instruction of the student.
- The SAP will identify:
  - i. The incident for which the student was suspended;
  - ii. The progressive discipline steps taken prior to the suspension, if any;
  - iii. Any alternative discipline measures imposed in addition to the suspension;
  - iv. Any other disciplinary issues regarding the student that have been identified by the school;
  - v. Any learning needs or other needs that might have contributed to the underlying infraction resulting in discipline;
  - vi. Any program(s) or service(s) that might be provided to address those learning or other needs;
  - vii. The academic program to be provided to the student during the suspension period and details regarding how that academic program will be accessed by the student;
  - viii. Where the student has an IEP, information regarding how the accommodations/modifications of the student's academic program will be provided during the period of suspension;
  - ix. The non-academic program and services to be provided to the student, if applicable, during the suspension and details regarding how that non-academic program and those services will be accessed; and
  - x. The measurable goals the student will be striving to achieve during the period of suspension.

#### **L. Procedural Steps When Imposing a Suspension**

Where a principal has determined that it is appropriate in the circumstances to impose a suspension, the Principal is required to effect the following procedural steps:

1. Within 24 hours of the decision, the Principal must make all reasonable efforts to orally inform the adult student or the student's parent/guardian and the student's teacher of the suspension.
2. The Principal shall also issue written notification to the following persons outlining the reasons for suspension, and advising the student and the student's parents or guardians of their right of review and/or appeal:
  - a. the student;
  - b. the teacher(s);
  - c. the Board;
  - d. the parent(s)/guardians of the student who is not an adult;
  - e. the School Attendance Counsellor;
  - f. the appropriate Family of Schools Superintendent.
3. The written notice of suspension will include:
  - a. The reason for suspension;
  - b. The duration of the suspension;
  - c. Information about the ASP the student is assigned to, where the student is suspended for six (6) or more school days;
  - d. Information about the right to appeal the suspension, including the relevant policies and guidelines and the contact information for the Family of Schools Superintendent;

4. The Principal in conjunction with the student's teacher(s) must organize school work to be provided for the student to be completed during the duration of the student's suspension;
5. Every effort should be made to include the school work with the letter of suspension to the student and the student's parent/guardian (unless the student is an adult student) on the day the student is suspended if the letter is provided to the student to take home. If it is not possible to provide the letter because the student and/or his/her parent/guardian is not available, the letter should be mailed, couriered, faxed or emailed to the home address that day and school work should be made available for the adult student's designate or student's parent/guardian or designate to pick-up from the school the following school day.
  - o If notice is sent by mail, it will be deemed to have been received on the fifth school day after it was sent.
  - o If notice is sent by fax or e-mail, it is deemed to have been received the first school day after it was sent.
  - o If notice is sent by courier it will be deemed to have been received on the day it was delivered to the student's last known place of address.
6. Where the incident is a serious violent incident, including a credible threat to inflict serious bodily harm or vandalism causing extensive damage to Board property or property located on Board property, consideration should be given to filling out and filing a **Violent Incident Form** in the student's Ontario Student Record.
7. Consultation - Before imposing a suspension of eleven (11) or more school days, the principal will consult with the Family of Schools Superintendent regarding:
  - . The investigation undertaken;
    - i. The circumstances of the incident;
    - ii. Whether or not one or more of the factors outlined above are applicable in the circumstances; and
    - iii. The appropriate length of the suspension.
8. Remedial Action  
Following the issuance of a suspension it is expected that the Principal/Vice-Principal will discuss preventative strategies with the student and/or parent(s) or with the adult student.
9. Maintenance of Suspension Notices  
The Principal will keep records of student suspension in a secure file separate from the OSR. In exceptional circumstances and where appropriate, the Principal may keep records of student suspension in the OSR.

#### **M. Suspension Appeal Process**

#### **N. Suspension Appeal before the Disciplinary Hearing Committee of the Board**

#### **O. Re-Entry**

Following a suspension of six (6) or more school days, a re-entry meeting will be held with appropriate staff, the student, and the student's parent/guardian if possible, to provide positive and constructive redirection for the student. Where the student has participated in an ASP, the student's success in achieving the goals outlined in the SAP will be reviewed with the adult student or the student's parent/guardian and student. Further programs and services might be recommended by the principal for the purpose of achieving additional or greater success in meeting the goals outlined in the SAP.

#### **P. Review of the Suspension Process**

On a yearly basis, it is expected that the Family of Schools Superintendent will review the suspension statistics of each of his/her schools with the Principal of each school.

## **Q. Definitions:**

The following definitions apply for the purposes of student discipline.

*Adult student* – is a student who is 18 years or older or 16 or 17 and has removed him/herself from parental control.

*Board Expulsion* – is an expulsion from all schools of the Board.

*Bullying* – is typically a form of repeated, persistent, and aggressive behaviour directed at an individual or individuals that is intended to cause (or should be known to cause) fear and distress and/or harm to another person's body, feelings, self-esteem, or reputation. Bullying occurs in a context where there is a real or perceived power imbalance.

*Daily Care* – a person with daily care is an adult person (18 years or older) who is not the custodial parent/guardian of a student who is less than 18 years old, but is a person who cares for the student on a daily basis and is known by the school to provide daily care, for example a grandparent, aunt, uncle, older brother or sister.

*Disciplinary Hearing Committee* – a committee of three (3) or more Trustees designated to determine suspension appeals and recommendations for expulsion.

The Disciplinary Hearing Committee of the Board established in accordance with Section 309(12) or Section 311.3/(9) of the Act and Board policy.

*Harassment* – words, conduct or action that is directed at an individual and serves no legitimate purpose and which annoys, alarms or causes that individual emotional distress.

*Parent/guardian* – where there is a reference to involving or informing a parent/guardian it means the custodial parent or guardian of a minor child who is not an Adult student.

*Impact on School Climate* - an incident or activity, which has an effect on the school community.

*School Climate* – the sum total of all of the personal relationships within a school. A positive climate exists when all members of the school community feel safe, comfortable and accepted.

*School Community* - the school community is composed of staff, students and parents of the school and feeder schools / family of schools, as well as the community of people and businesses that are served by or located in the greater neighborhood of the school.

*School Expulsion* – is an expulsion from the school of the Board that the student was attending at the time of the incident.

*Weapon* – is any object or thing used to threaten or inflict harm on another person and includes, but is not limited to, knives, guns, replica guns and animals.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
PUBLIC SESSION  
JUNE 16, 2009**

**TOPIC: APPROVAL OF POLICIES  
STUDENT EXPULSION POLICY - SAFE SCHOOLS (#302.5.5)**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the Student Expulsion Policy - Safe Schools, as presented.

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Prepared by: Yolanda Baldasaro, Superintendent of Education

Presented by: Yolanda Baldasaro, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: June 16, 2009



## **STUDENT EXPULSION POLICY**

Adopted: June 26, 2001  
Revised: May 28, 2002  
February 1, 2008  
June 17, 2008  
June 16, 2009

Policy No. 302.6.5  
Safe Schools

### **STATEMENT OF POLICY**

In keeping with the current legislation pertaining to the expulsion of students, the Niagara Catholic District School Board and/or a Board mandated Expulsion Committee may expel a student from a school or all the schools in the Board.

The Director of Education will establish administrative guidelines and procedures for the implementation of this policy.

[Reference: Education Act, Sections 310, 311, 312, 313, 314]



## STUDENT EXPULSION POLICY

Adopted: June 26, 2001  
Revised: May 28, 2002  
February 1, 2008  
September 18, 2008  
June 16, 2009

Policy No. 302.6.5  
Safe Schools

### ADMINISTRATIVE GUIDELINES

Expulsion is the removal of a student by the Board from the regular services of the Board for reasons as set out in the Education Act and by the Expulsion Policy of the Niagara Catholic District School Board. Principals may recommend to the Disciplinary Hearing Committee of the Board expulsions of students from their schools.

#### ***A. Suspension, Investigation and possible Expulsion (Education Act: Section 310):***

When a Principal has reasonable grounds to believe that a student has committed one or more infractions outlined below on school property, during a school-related activity or event, and/or in circumstances where the infraction has an impact on the school climate, the Principal will suspend the student. The Principal will also contact the police consistent with the Police and School Response Protocol if the infraction the student is suspected of committing requires such contact. When in doubt, the Principal will consult with his or her Family of Schools Superintendent.

The enumerated activities are:

1. Possessing a weapon, including possessing a firearm;
2. Using a weapon to cause or to threaten bodily harm to another person;
3. Committing physical assault on another person that causes bodily harm requiring treatment by a medical practitioner;
4. Committing sexual assault;
5. Trafficking in weapons, illegal drugs and/or ~~restricted drugs~~ controlled substances;
6. Committing robbery;
7. Giving alcohol to a minor;
8. A pattern of behaviour that is so inappropriate that the student's continued presence is injurious to the effective learning and/or working environment of others;
9. Activities engaged in by the student on or off school property that cause the student's continuing presence in the school to create an unacceptable risk to the physical or mental well-being of other person(s) in the school or Board;
10. Activities engaged in by the student on or off school property that have caused extensive damage to the property of the Board or to goods that are/were on Board property;
11. The student has demonstrated through a pattern of behaviour that s/he has not prospered by the instruction available to him or her and that s/he is persistently resistant to making changes in behaviour which would enable him or her to prosper; or
12. Any act considered by the Principal to be a serious violation of the Board or school Code of Conduct. **This includes a single act, incident or infraction considered by the Principal to be a serious breach of the expectations of student behaviour even though the student has no history of discipline or behaviour intervention, or no relevant history.**

## ***B. Factors to Consider Before Deciding to Impose a Suspension or a Possible Expulsion***

When deciding whether or not to impose a suspension *pending a possible recommendation for expulsion*, the Principal will make every effort to consult with the student, where appropriate, and the student's parent/guardian, if the student is not an adult student, to identify whether any mitigating factors might apply in the circumstances.

## ***C. Criteria for Determining Expulsion***

In determining the length of the expulsion, the Principal shall consider the following factors:

- i. the student's history;
- ii. any factors prescribed by regulation, if any;
- iii. such other matters as the Principal considers appropriate.

## ***D. Mitigating Factors***

The mitigating factors to be considered by the Principal before deciding whether to impose a suspension are:

1. Whether the student has the ability to control his or her behaviour;
2. Whether the student has the ability to understand the foreseeable consequences of his or her behaviour; and
3. Whether the student's continuing presence in the school does or does not create an unacceptable risk to the safety of any other individual at the school.

If a student does not have the ability to control his or her behaviour and does not understand the foreseeable consequences of his/her behaviour, the Principal may choose not to suspend the student. The Principal in such circumstances may consider alternative discipline and/or other intervention.

If the student does not have the ability to control his or her behaviour and does not understand the foreseeable consequences of his/her behaviour, but poses an unacceptable risk to the safety of others in the school, the Principal will consult with his/her Superintendent regarding appropriate accommodations and/or strategies that might be instituted to ensure student and staff safety.

## ***E. Suspension Pending Recommendation for Expulsion***

If the student is to be suspended pending an investigation, the student should be suspended for (20) twenty school days. If the student has been suspended pending an investigation to determine whether the student will be recommended for expulsion, the principal must assign the student to a program for suspended students (ASP).

If the student has been suspended for twenty (20) school days, the Principal must undertake an investigation to determine whether to recommend to the Disciplinary Hearing Committee that the student be expelled.

## ***F. Procedural Steps When Imposing a Suspension***

## ***G. Alternative Suspension Program***

## ***H. Principal's Investigation***

The Principal will conduct an investigation promptly following the suspension of the student to determine whether to recommend to the Disciplinary Hearing Committee that the student be expelled. As part of the investigation, the principal will consult with the Family of Schools Superintendent regarding any issues of process and/or timing for conducting the investigation, which must be completed at the



earliest opportunity as well as the substantive decision whether or not to recommend that the student be expelled. Should the decision be made to refer the student to the Disciplinary Hearing Committee with a recommendation for expulsion, the student must be referred to and dealt with by the Disciplinary Hearing Committee within twenty (20) school days from the date of suspension (unless timelines are extended on consent).

Any police investigation will be conducted separately from the Principal's investigation.

The Principal shall conduct the following steps in his investigation:

**Consultation:** The Principal will consult with the Family of Schools Superintendent about the process for conducting the Investigation.

**Witnesses:** The Investigation will include interviews of witnesses who the Principal determines can contribute relevant information to the Investigation. The Principal will make every reasonable effort to interview any witnesses suggested by the student, or the student's parent/legal guardian, provided that the Principal is satisfied that such witnesses can contribute relevant information and are reasonably available to be interviewed.

As part of the investigation, the Principal will:

1. Make all reasonable efforts to speak with the adult student or the student's parent/guardian and the student;
2. Include interviews with witnesses who the principal determines can contribute relevant information to the investigation;
3. Make every reasonable effort to interview any witnesses suggested by the student, or the student's parent/guardian; and
4. Consider the mitigating and other factors when determining whether to recommend to the Disciplinary Hearing Committee that the student be expelled.

**Burden of Proof:** Where there is a conflict in the evidence collected by the Principal on the issue of whether the student committed an expulsion infraction, the Principal shall assess the evidence and determine whether, on the balance of probabilities, it is more probable than not that the student committed the infraction.

**Completion of Investigation Where Referral to Disciplinary Hearing Committee:** Where the Principal decides to refer the matter to the Disciplinary Hearing Committee for an expulsion hearing, the Principal shall endeavour to complete his/her Investigation within 5 school days from the date the Principal suspended the student. In this case, the Principal will advise the student, if aged 18 years or older, or 16 or 17 years of age if the student has removed him/herself from parental control, or otherwise the student's parent/legal guardian, that the matter is being referred to the Disciplinary Hearing Committee for an expulsion hearing.

**Time Line for Decision:** In any event, the Principal's Investigation must be completed and a decision made with respect to the student's expulsion or other discipline within 20 school days from the date the Principal suspended the student. The exception to this is that the adult student, or otherwise the parent/legal guardian agree to an extension of the 20 day deadline. Any such extension of the deadline must be to a fixed date and the process must be completed by the new deadline.

### ***I. Mitigating Factors***

The mitigating factors to be considered by the principal before deciding whether to recommend an expulsion are:

1. Whether the student has the ability to control his or her behaviour;
2. Whether the student has the ability to understand the foreseeable consequences of his or her behaviour; and

3. Whether the student's continuing presence in the school does or does not create an unacceptable risk to the safety of any other individual at the school.

#### ***J. Other Factors to be Considered***

Where the student is able to control his/her behaviour and/or is able to understand the foreseeable consequences of his/her behaviour, the principal will consider whether the following factors mitigate the length of a suspension and whether the student should be referred to the Expulsion committee on a recommendation for expulsion.

1. The student's academic, discipline and personal history;
2. Whether progressive discipline has been attempted with the student, and if so, the progressive discipline approach(es) that has/have been attempted and any success or failure;
3. Whether the infraction for which the student might be disciplined was related to any harassment of the student because of race, ethnic origin, religion, creed, disability, gender or gender identity, sexual orientation or to related harassment for any other reason;
4. The impact of the discipline on the student's prospects for further education;
5. The student's age;
6. Where the student has an IEP or disability related needs,
  - a. Whether the behaviour causing the incident was a manifestation of the student's disability;
  - b. Whether appropriate individualized accommodation has been provided; and
  - c. Whether a suspension is likely to result in aggravating or worsening the student's behaviour or conduct or whether a suspension is likely to result in a greater likelihood of further inappropriate conduct; and
7. Whether or not the student's continuing presence at the school creates an unacceptable risk to the safety of anyone in the school.

#### ***K. Consultation***

Before making a decision the Principal will make every effort to consult with the student and the student's parent/guardian (unless the student is an adult student).

#### ***L. Decision Not to Recommend Expulsion***

Reference to Board means a Committee of the Board, which has been established by the Board to hear Student Suspension Appeals and recommendations for expulsions.

The Disciplinary Hearing Committee of the Board established in accordance with Section 309(12) or Section 311.3(9) of the Act and Board policy.

Following the investigation and consideration of the mitigating and other factors, if the principal decides not to recommend to the Disciplinary Hearing Committee that the student be expelled, the principal must:

1. Consider whether alternative discipline is appropriate in the circumstances;
2. Uphold the suspension and its duration;
3. Uphold the suspension and shorten its duration and amend the record accordingly; or
4. Withdraw the suspension and expunge the record.

If the Principal has decided not to recommend an expulsion of the student, the Principal will provide written notice of this decision to the adult student or the student's parent/guardian and student.

1. A statement of the Principal's decision not to recommend expulsion to the Disciplinary Hearing Committee;
2. A statement indicating whether the suspension has been upheld, upheld and shortened, or withdrawn;

3. If the suspension has been upheld or upheld and shortened, information about the right to appeal the suspension to the Disciplinary Hearing Committee, including:
  - a. A copy of the Board policies and guidelines regarding suspension appeals;
  - b. Contact information for the Family of Schools Superintendent;
  - c. A statement that written notice of an intention to appeal must be given within five (5) school days following receipt by the party of notice of the decision not to recommend expulsion; or
  - d. If the length of the suspension has been shortened, notice that the appeal from the shortened length of the suspension.

#### ***M. Recommendation to the Board for an Expulsion Hearing***

If a Principal, in consultation with the Family of Schools Superintendent, determines that a referral for expulsion is warranted, the Principal must refer the recommendation for expulsion to the Disciplinary Hearing Committee to be heard and dealt with within twenty (20) school days from the date the Principal suspended the student, unless the parties to the expulsion hearing agree upon a later date.

For the purposes of the expulsion proceeding, the principal will:

1. Prepare a report to be submitted to the Disciplinary Hearing Committee and provide the report to the student and the student's parent or guardian (unless the student is an adult student) prior to the hearing. The report will include:
  - a. A summary of the findings the principal made in the investigation;
  - b. An analysis of which, if any, mitigating or other factors might be applicable;
  - c. A recommendation of whether the expulsion should be from the school or from the Board; and
  - d. A recommendation regarding the type of school that would benefit the student if the student is subject to a school expulsion, or the type of program that might benefit the student if the student is subject to a Board expulsion.
2. Inquire with the Family of Schools Superintendent as to the date and location of the hearing and provide written notice of the expulsion hearing to the adult student or the student's parent/guardian and student. The notice shall include:
  - a. A statement that the student is being referred to the Disciplinary Hearing Committee to determine whether the student will be expelled for the activity that resulted in suspension;
  - b. A copy of the Board's guidelines and rules governing the hearing before the Disciplinary Hearing Committee;
  - c. A copy of the Board Code of Conduct and school Code of Conduct;
  - d. A copy of the suspension letter;
  - e. A statement that the student and/or his or her parent/guardian has the right to respond to the Principal's Report in writing. The name and contact information for the Family of Schools Superintendent.
  - f. Information about the procedures and possible outcomes of the expulsion hearing, including that:
    - i. If the Disciplinary Hearing Committee does not expel the student they will either confirm, confirm and shorten, or withdraw the suspension;
    - ii. Parties have the right to make submissions with respect to the suspension;
    - iii. Any decision with respect to the suspension is final and cannot be appealed;
    - iv. If the student is expelled from the school, they will be assigned to another school;
    - v. If the student is expelled from the Board, they will be assigned to a program for expelled students;
    - vi. If the student is expelled there is a right of appeal to the Child and Family Services Review Board.

***N. The Family of Schools Superintendent:***

1. May arrange a meeting with the adult student or the student's parent/guardian and student and the Principal, as appropriate. If a meeting is arranged, the Superintendent will review the Disciplinary Hearing Committee process for expulsion hearings, as well as respond to any questions or concerns the student or the student's parent/guardian may have regarding the process or incident; and may assist to narrow the issues and identify agreed upon fact.
2. Will prepare a package of documents for the Disciplinary Hearing Committee, which will include at least the following components:
  - a. a copy of the Principal's Report; and
  - b. a copy of the original suspension letter and the notice of expulsion sent to the adult student or student's parent/guardian.
3. Will inform the adult student or the student's parent/guardian of the date and location of the expulsion hearing, will provide a copy of the **Suspension/Expulsion Hearing Rules**, and a copy of the documentation to the Disciplinary Hearing Committee.
4. Will ensure that the item is placed on the Disciplinary Hearing Committee agenda.

***O. Hearing before the Disiplinary Hearing Committee***

If the principal recommends expulsion, the Disciplinary Hearing Committee shall hold a hearing.

The Board authorizes the creation of a Disciplinary Hearing Committee of no fewer than three (3) Trustees to decide principal recommendations for expulsion. For these purposes, the Disciplinary Hearing Committee will conduct the expulsion hearings in accordance with the Education Act and Board policy, and **Suspension/Expulsion Hearing Rules**.

Parties before the Disciplinary Hearing Committee will be:

1. The Principal; and
2. The adult student or the student's parent/guardian.

If a student is not a party, s/he has the right to be present at the expulsion hearing and to make submissions on his/her own behalf. The Disiplinary Hearing Committee may grant a person with daily care authority to make submissions on behalf of the student.

The hearing will be conducted in accordance with the **Suspension/Expulsion Hearing Rules**.

The Disciplinary Hearing Committee shall consider oral and written submissions, if any, of all parties;

1. The Disciplinary Hearing Committee shall solicit and consider the views of all parties with respect to whether, if an expulsion is imposed, the expulsion should be a school expulsion or a Board expulsion;
2. The Disciplinary Hearing Committee shall solicit and consider the views of all parties with respect to whether, if an expulsion is not imposed, the suspension should be confirmed, shortened or withdrawn; and
3. Such other matters as the Disciplinary Hearing Committee considers appropriate.

In determining whether to impose an expulsion the Disciplinary Hearing Committee shall consider the following factors:

1. The mitigating and other factors:
  - a. Whether the student has the ability to control his or her behaviour;
  - b. Whether the student has the ability to understand the foreseeable consequences of his or her behaviour;
  - c. Whether the student's continuing presence in the school does or does not create an unacceptable risk to the safety of any other individual at the school;
  - d. The student's academic, discipline and personal history;

- e. Whether progressive discipline has been attempted with the student, and if so, the progressive discipline approach(es) that has/have been attempted and any success or failure;
  - f. Whether the infraction for which the student might be disciplined was related to any harassment of the student because of race, ethnic origin, religion, creed, disability, gender or gender identity, sexual orientation or to related harassment for any other reason;
  - g. The impact of the discipline on the student's prospects for further education;
  - h. The student's age;
  - i. Where the student has an IEP or disability related needs,
    - i. Whether the behaviour causing the incident was a manifestation of the student's disability;
    - ii. Whether appropriate individualized accommodation has been provided; and
    - iii. Whether an expulsion is likely to result in aggravating or worsening the student's behaviour or conduct or whether an expulsion is likely to result in a greater likelihood of further inappropriate conduct; and
  - j. Whether or not the student's continuing presence at the school creates an unacceptable risk to the safety of anyone in the school.
2. The submissions and views of the parties.
  3. Any written response to the **Principal's Report** provided before the completion of the hearing; and
  4. Such matters as the Disciplinary Hearing Committee considers appropriate.

Where there is a conflict in the evidence presented by the parties on the issue of whether the student committed the infraction, the Disciplinary Hearing Committee may request further evidence, subject to the requirement that the hearing take place within 20 school days, or the Disciplinary Hearing Committee may assess the evidence and determine whether, on a balance of probabilities, it has been established that it is more probable than not that the student committed the infraction.

#### ***P. No Expulsion***

If the Disciplinary Hearing Committee decides not to expel the student, the Disciplinary Hearing Committee shall take the submissions of the parties into account, including mitigating and other factors, in determining whether to:

1. Consider whether alternative discipline is appropriate in the circumstances;
2. Uphold the suspension and its duration;
3. Uphold the suspension and shorten its duration and amend the record accordingly; or
4. Quash the suspension and expunge the record such that no record of the suspension remains in the Ontario Student Record.
5. Make such other orders, as the Disciplinary Hearing Committee considers appropriate.

The Disciplinary Hearing Committee shall give written notice to all parties of the decision not to impose an expulsion and the decision with respect to the suspension.

The Disciplinary Hearing Committee's decision with respect to the suspension is final.

#### ***Q. Expulsion***

In the event the Disciplinary Hearing Committee decides to impose an expulsion on the student, the Disciplinary Hearing Committee must decide whether to impose a Board expulsion or a school expulsion. In determining the type of the expulsion, the Disciplinary Hearing Committee shall consider the following factors:

1. The mitigating and other factors:
  - a. Whether the student has the ability to control his or her behaviour;
  - b. Whether the student has the ability to understand the foreseeable consequences of his or her behaviour;
  - c. Whether the student's continuing presence in the school does or does not create an unacceptable risk to the safety of any other individual at the school;
  - d. The student's academic, discipline and personal history;
  - e. Whether progressive discipline has been attempted with the student, and if so, the progressive discipline approach(es) that has/have been attempted and any success or failure;

- f. Whether the infraction for which the student might be disciplined was related to any harassment of the student because of race, ethnic origin, religion, creed, disability, gender or gender identity, sexual orientation or to related harassment for any other reason;
  - g. The impact of the discipline on the student's prospects for further education;
  - h. The student's age;
  - i. Where the student has an IEP or disability related needs,
    - i. Whether the behaviour causing the incident was a manifestation of the student's disability;
    - ii. Whether appropriate individualized accommodation has been provided; and
    - iii. Whether a school or Board expulsion is likely to result in aggravating or worsening the student's behaviour or conduct or whether it is likely to result in a greater likelihood of further inappropriate conduct; and
  - j. Whether or not the student's continuing presence at the school creates an unacceptable risk to the safety of anyone in the school;
2. All submissions and views of the parties;
  3. Any written response to the principal's report provided before the completion of the hearing; and
  4. Such other matters, as the Disciplinary Hearing Committee considers appropriate.

The Disciplinary Hearing Committee may expel a student from a school or all schools of the Board as a result of the student's involvement in a single act, a single incident or a single infraction, where, in the opinion of the Disciplinary Hearing Committee, the student's behaviour was a serious breach of the expectations of student behaviour.

Where the Disciplinary Hearing Committee decides to impose a school expulsion, then the Disciplinary Hearing Committee must assign the student to another school.

Where the Disciplinary Hearing Committee decides to impose a Board expulsion, then the Disciplinary Hearing Committee must assign the student to a program for expelled students.

The Disciplinary Hearing Committee must promptly provide written notice of the decision to expel the student to all parties, and the student, if he or she was not a party. The written notice shall include:

1. The reason for the expulsion;
2. A statement indicating whether the expulsion is a school expulsion or a Board expulsion;
3. Information about the school or program to which the student has been assigned; and
4. Information about the right to appeal the expulsion, including the steps to be taken.

Once the administrator of alternative programs has received notice that a student has been expelled, s/he must create a SAP in a manner consistent with the Board's policy and procedures for programs for expelled students.

An expelled student is a student of the Board, even where s/he attends a program for expelled students at another school board, unless s/he does not attend the program or registers at another school board.

#### ***R. Re-entry Requirements Following an Expulsion***

A student who is subject to a Board expulsion is entitled to apply in writing for re-admission to a school of the Board once s/he has successfully completed a program for expelled students and has satisfied the objectives required for completion of the program, as determined by the person who provides the program.

The Board shall re-admit the student and inform the student in writing of the re-admission.

A student who is subject to a school expulsion may apply in writing to the Board to be re-assigned to the school from which s/he was expelled.



1. The Board will consider whether re-attendance will have a negative impact on the school climate, including on any victims, where applicable;
2. The student will be required to demonstrate that they have learned from the incident and have sought counseling, where appropriate;
3. The student will be required to sign a Declaration of Performance form provided by the Board;
4. The Board, in its sole discretion, may determine that a different school than the one from which the student was expelled is a more appropriate placement for the student.

## **S. Appeal of Board Decision to Expel**

### **Initiation of Appeal:**

The adult student or the student's parent/guardian may appeal a Disciplinary Hearing Committee decision to expel the student to the Child and Family Services Review Board. The Child and Family Services Review Board are designated to hear and determine appeals of school Board decisions to expel students. The decision of the Child and Family Services Review Board is final.

### **Appeal Process:**

The Child and Family Services Review Board is designated for the purposes of subsection 311(5) of the Act to hear and determine all appeals from decisions of Boards to expel students.

The expulsion of the student remains in effect pending the outcome of the appeal decision of the Family and Children Services Review Board committee.

Appeals must be forwarded to the Family and Children's Services Board and copied to the Director of Education.

A committee of the Child and Family Services Review Board of the province of Ontario (CFSRB) hears an appeal of a Board imposed expulsion. The decision of the committee is final.

A request for an expulsion appeal must be made:

1. Within sixty (60) days of the District School Board's decision to expel the student. This date should be referenced in the letter of appeal.
2. The sixty (60) days must be extended if the CFSRB feels there are reasonable grounds to do so. The CFSRB must convene the expulsion appeal hearing within thirty (30) days of receiving a request to appeal a District Board's expulsion decision.
3. The procedures, powers, and duties of the persons who are required to conduct this appeal are determined by provincial legislation.

After hearing an appeal from a decision of a Board, the Child and Family Services Review board may decide any of the following options:

- a. Confirm the Board's decision.
- b. Modify the type or duration of the expulsion.
- c. Impose, change or remove conditions that must be satisfied if the pupil is to return to school in Ontario, following an expulsion.
- d. Overrule the decision of the Board and reinstate the pupil.

If the Child and Family Services Review Board overrules the decision of the Board and reinstates the pupil, it may order that any record of the expulsion of the pupil be expunged if the Child and Family Services Review Board consider it appropriate in the circumstances.

The CFSRB must make its decision, including the reasons for the decision, within ten (10) days of the completion of the expulsion hearing.

## **T. Definitions**

The following definitions apply for the purposes of student discipline.

*Adult student* – is a student who is 18 years or older or 16 or 17 and has removed him/herself from parental control.

*Board Expulsion* – is an expulsion from all schools of the Board.

*Bullying* – is typically a form of repeated, persistent, and aggressive behaviour directed at an individual or individuals that is intended to cause (or should be known to cause) fear and distress and/or harm to another person's body, feelings, self-esteem, or reputation. Bullying occurs in a context where there is a real or perceived power imbalance.

*Daily Care* – a person with daily care is an adult person (18 years or older) who is not the custodial parent/guardian of a student who is less than 18 years old, but is a person who cares for the student on a daily basis and is known by the school to provide daily care, for example a grandparent, aunt, uncle, older brother or sister.

*Disciplinary Hearing Committee* – a committee of three (3) or more Trustees designated to determine suspension appeals and recommendations for expulsion.

The Disciplinary Hearing Committee of the Board established in accordance with Section 309(12) or Section 311.3/(9) of the Act and Board policy.

*Harassment* – words, conduct or action that is directed at an individual and serves no legitimate purpose and which annoys, alarms or causes that individual emotional distress.

*Parent/guardian* – where there is a reference to involving or informing a parent/guardian it means the custodial parent or guardian of a minor child who is not an Adult student.

*Impact on School Climate* - an incident or activity which has an effect on the school community.

*School Climate* – the sum total of all of the personal relationships within a school. A positive climate exists when all members of the school community feel safe, comfortable and accepted.

*School Community* - the school community is composed of staff, students and parents of the school and feeder schools / family of schools, as well as the community of people and businesses that are served by or located in the greater neighborhood of the school.

*School Expulsion* – is an expulsion from the school of the Board that the student was attending at the time of the incident.

*Weapon* – is any object or thing used to threaten or inflict harm on another person and includes, but is not limited to, knives, guns, replica guns and animals.



# **SUSPENSION/EXPULSION HEARING RULES**

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## **PART I – GENERAL**

### **1. Application**

These Rules apply to all suspension and expulsion hearings before the Disciplinary Hearing Committee of the Board in accordance with the *Education Act*, Regulations, and the *Statutory Powers Procedure Act*.

### **2. Definitions**

Except as required by the context, in these Rules, in addition to the plain meaning of the words in each case:

"Act" means the *Education Act*, R.S.O. 1990, c.E.2, as amended;

“Appellant” means a party who makes an appeal;

“Board” means the Niagara Catholic District School Board;

"Chair" means the Chair of the Disciplinary Hearing Committee and includes his/her delegate;

“Committee” means the Disciplinary Hearing Committee of the Board established in accordance with s.309(12) or s. 311.3 of the Act and amendments;

“Day” means the School Day;

"Director" means the Director of Education and includes his/her delegate;

"Parent" includes one or both parents, and one or more guardians, of a pupil, as the case requires;

“Rules” means the Rules and their amendments as established by the Committee or the Board from time to time in accordance with the *Act*, Regulations and the *Statutory Powers Procedure Act*;

“SPPA” means *Statutory Powers Procedure Act*, R.S.O. 1990, c. S. 22.

“Vive voce” means verbally, by word of mouth, oral testimony.

### **3. Liberal Construction of Rules**

These Rules shall be liberally construed to secure the just, most expeditious and cost-effective determination of every proceeding on its merits. [*SPPA* s. 2]

### **4. Waiver of Procedural Requirement**

Any provision of these Rules, including the time for doing any act or thing, may be waived in the discretion of the Committee, upon its own motion or upon the application of any party. [*SPPA* s. 4(2)]

### **5. Matters Not Dealt With**

If these Rules do not provide for a matter of procedure the Committee may do anything necessary and permitted by law to effectively adjudicate the matter before it.

## **6. Substantial Compliance**

Substantial Compliance with the requirements of these Rules is sufficient.

## **7. Extension or Reduction of Time**

The Committee may extend or reduce any time required in these Rules or in a Committee order with any terms or conditions. A request for a change in time requirements may be made by bringing a motion, or the Committee may change the time requirements without a hearing, either before or after the time period expires.

## **8. Failure to Comply with Rules**

If any Rule or part thereof is not complied with the Committee may decide whether any part or step in the proceeding, or any evidence is not valid as a result.

## **9. Incapacity of Committee Member**

If a member of the Committee who has participated in a hearing becomes unable, for any reason, to complete the hearing or to participate in the decision, the remaining member or members may complete the hearing and give a decision.

## **10. Interim Matters**

Any procedural or interlocutory matter in a proceeding may be heard and determined by a panel consisting of one or more members of the Committee as assigned by the Chair.

## **PART II – PROCEEDINGS GENERALLY**

### **11. Classes of Proceedings**

The Classes of Proceedings that come before the Committee are either a suspension hearing pursuant to s. 309 of the *Act* or an expulsion hearing pursuant to s. 311.3 of the *Act*.

### **12. Parties to a Proceeding**

In accordance with s. 309 (8) and ss. 311.3(3) of the *Act*, the parties to a Suspension Hearing or an Expulsion Hearing shall be:

- (1) the Principal of the School;
- (2) the Pupil, if:
  - (i) the Pupil is at least 18 years old, or
  - (ii) the Pupil is 16 or 17 years old and has withdrawn from parental control;
- (3) the Pupil's parent or guardian, unless:
  - (i) the Pupil is at least 18 years old, or
  - (ii) the Pupil is 16 or 17 years old and has withdrawn from parental control;
- (4) such other persons as may be specified by Board policy;

In addition, the Committee may grant the opportunity to attend and make submissions to the Committee to a person with Daily Care.

### **13. Adding Pupil as a Party**

Where the Parent is a party to a Proceeding, the Committee may, in its discretion and before delivery of its decision, add the pupil as a party.

### **14. Representation**

A Party to a proceeding may be represented by legal counsel or an agent. The Chair of the Committee must be notified of a Party's representation by legal counsel or an agent as soon as possible and no later than three (3) school days prior to the date scheduled for the hearing.

### **15. Board Solicitor**

If requested by the Board, during any proceedings (including deliberations), the Board Solicitor may be present to advise the Chair as to any legal and procedural matter that may arise, and to assist the Committee in the preparation of formal Orders and reasons.

### **16. Notice**

- (1) Any notices required by these Rules shall be given in writing unless the Committee directs otherwise.
- (2) Any notice given to a representative is deemed to have been given to the party for whom the representative acts.

## **PART III – PRELIMINARY MATTERS**

### **17. Pre-Hearing Conferences**

The Committee, at the request of a party or on its own motion, may direct the parties to participate in a pre-hearing conference to consider,

- a) the settlement of any or all of the issues;
  - b) the simplification of the issues;
  - c) facts or evidence that may be agreed upon;
  - d) the dates by which any steps in the Proceeding are to be taken or begun;
  - e) the estimated duration of the hearing; and
  - f) any other matter that may assist in the just and most expeditious disposition of the proceeding.
- [SPPA s. 5.3(1)]

### **18. Who Presides At Pre-Hearing Conferences**

The Chair may designate a Trustee, or the Director or his/her designate, to preside at any pre-hearing conference. [SPPA s. 5.3(2)]

### **19. Failure to Attend Pre-Hearing Conference**

If a party fails to attend the prehearing conference the Chair may proceed without that party.

### **20. Cancellation of Pre-Hearing Conference**

The Chair or member may with the consent of both parties, cancel a scheduled prehearing conference where such conference is not necessary.

## **21. Pre-Hearing Conference without Prejudice**

### 21.1 Except as reflected in an order under section 21.2:

Proceedings at a pre-hearing conference are conducted on a "without prejudice" basis, and nothing acknowledged or asserted by one party at a pre-hearing conference may be repeated by any other party in any subsequent hearing on the matter.

### 21.2 Orders at Pre-Hearing Conference

The Trustee, or Director or his/her designate, who presides at a pre-hearing conference may make such orders as he or she considers necessary or advisable with respect to the conduct of the Proceeding, including adding parties. [SPPA s. 5.3(3)]

### 21.3 Disqualification

If a Trustee presides at a pre-hearing conference at which the parties attempt to settle issues, such Trustee shall not preside at the hearing of the Proceeding on its merits unless the parties consent. [SPPA s. 5.3(4)]

## **22. Disclosure**

### 22.1 Required Disclosure

Unless otherwise ordered by the Committee, each party to a Proceeding shall provide to the other party (or parties if more than one) and to the Committee not less than two (2) clear days prior to the commencement of the Proceeding:

- a) a list of the witnesses that the party intends to call to give evidence in the Proceeding;
- b) a summary of the evidence that each such witness will give in sufficient detail to permit the other party (or parties if more than one) and the Committee to know the nature of the evidence intended to be presented; and
- c) if a witness, other than the principal and any employee in the Board is to be called to give a professional or expert opinion, full details of the credentials of any such witness as well as the reasons why such professional or expert opinion is required for the appropriate determination of the issues in the Proceeding.

### 22.2 Committee May Order Disclosure

Subject to the provisions of applicable legislation respecting disclosure of personal information, the Committee, at the request of a party or on its own motion, and at any stage of the Proceeding before a hearing is complete, may make orders for,

- a) the exchange of documents;
- b) the exchange of witness statements and reports of expert witnesses;
- c) the provision of particulars;
- d) any other form of disclosure. [SPPA s. 5.4(1)]

### 22.3 Exception to Disclosure of Privileged Information

Nothing in section 22.2 authorizes:

- a) the production of an Ontario Student Record for any pupil other than the pupil who is the subject of the Proceeding;
- b) the making of an order requiring any disclosure that is contrary to law; and
- c) the making of an order requiring any disclosure of privileged information. [SPPA s. 5.4(2)]

## **23. Motions**

- (1) Motions may be made orally or electronically, in the Committee's discretion, at a prehearing conference or at the beginning of the scheduled hearing.
- (2) A notice of motion, in the form of Appendix B, and any materials must be served on the other party and filed with the Chair 4 days before the scheduled prehearing conference or hearing, if the prehearing conference has been cancelled or the party is out of time. The responding party must serve and file any materials in response 1 day before the scheduled prehearing conference or hearing.

### **23.1 When Made**

A motion may be made during an oral or electronic hearing only if the need for the motion arises out of events in the hearing. The motion will be heard or decided in accordance with any procedures ordered by the Chair.

## **24. Summonses**

A party who wishes to require a witness in Ontario to attend an oral or electronic hearing may serve a summons in accordance with Appendix C, available from the Chair. The party should obtain a Request for Summons Form from the Chair and return the completed Form. The summons will be signed by the Chair.

### **24.1 Chair May Refuse Summons**

The Chair may refuse to issue a summons unless an affidavit is provided indicating how the witness' evidence is relevant to the matter. If the Chair is not satisfied from the affidavit that the evidence is relevant the Chair or Committee member will hold a motion to determine this question. A summons may be refused if, after hearing a motion, the Chair decides that the witness' testimony is not material to the matter, or admissible in evidence at a hearing.

### **24.2 Issued Summons**

Once issued, the summons will require the witness to attend the hearing at the time and place stated in the summons, or as arranged with the person issuing the summons, and may require the witness to bring relevant documents and other things stated in the summons. The Chair may cancel any summons for valid reasons.

### **24.3 Service of Summons**

A summons must be served on the witness personally at least 3 days before the time for attendance together with the necessary attendance fee.

## **25. Commission Evidence**

The Chair or Committee member may, where appropriate, order that evidence be taken by way of commission evidence rather than be heard orally or electronically.

## **PART IV – HEARINGS**

### **26. Hearings**

The Committee may hold hearings or any part thereof orally, electronically or in writing.

## **27. Hearing Closed**

The Committee recognizes that intimate personal matters may be disclosed at the hearing and having regard to these circumstances it is desirable that all hearings be closed to the public and held in the strictest confidence, unless all parties and the Committee consent to the hearing being held in public.

## **28. Notice of Hearing**

A notice of an oral hearing shall include the time, place and purpose of the hearing. Notice of an electronic hearing shall include the time, the telephone number and pass code for participation in the conference call.

## **29. English**

The Committee shall conduct all proceedings in English.

## **30. Interpreter**

If an interpreter is required for a witness whose language is not English, the party calling the witness must provide the competent interpreter.

## **31. When Scheduled**

The hearing, in case of a suspension hearing pursuant to s. 309 of the *Act* shall be scheduled by the Committee for a set date within 15 school days of receiving a notice under s. 309(3) of the *Act* and within 20 school days of the date of suspension in the case of an expulsion hearing pursuant to s. 311.3 of the *Act*, unless the parties to the hearing agree on a later date.

## **32. Time**

Unless agreed on a time at the pre-hearing conference, the time allotted for a hearing will be 60 minutes in case of a suspension hearing pursuant to s. 309 of the *Act*, and 90 minutes in case of an expulsion hearing pursuant to s. 311.3 of the *Act*. The Committee may expand the time allotted for the hearing upon motion of a party to the Committee.

## **33. Adjournment**

If all parties agree, they may make a written request to postpone the hearing in accordance with Appendix A – Request for Adjournment. The request must include reasons and a suggested new date.

### **33.1 Powers of Chair Upon Adjournment Request**

Upon request for adjournment the Chair may:

- (a) grant the request and in the case of an Expulsion Hearing order an extension of the suspension;
- (b) grant the request for a different date than that requested, or schedule a prehearing conference if appropriate and in the case of an expulsion hearing order an extension of the suspension;
- (c) grant a shorter adjournment than that requested and order an extension of the suspension and in case of an Expulsion Hearing order an extension of the suspension;
- (d) deny the request, even if all parties have consented;
- (e) grant an indefinite adjournment and in the case of an Expulsion Hearing order an extension of the suspension; or
- (f) make any other order it deems appropriate.



Provided that no request for an adjournment in the case of a suspension shall be granted to a date in excess of 15 days of the date of receiving a notice of appeal under s. 309(3) of the *Act* or in the case of an expulsion, in excess of 20 days from the date of suspension under s. 310 of the *Act* without the consent of the parties.

### **34. Hearing to Proceed**

The Committee will not proceed for at least 30 minutes after the time given for the commencement of an oral hearing if a party or a representative has not yet appeared, unless they have given notice that they will not be in attendance.

After the Committee has waited 30 minutes the Committee may then proceed to hear the matter and decide the issues in the absence of any party.

In an electronic hearing the Committee will attempt to link all parties not linked until 30 minutes after the time given for commencement.

After the Committee has attempted to connect the parties for 30 minutes the Committee may then proceed to hear the matter and decide the issues in the absence of any party.

### **35. Proceedings with Similar Questions or Fact or Law**

Where two or more procedures before the Committee involve the same or similar questions of fact or law the Committee may:

- a) hear the proceedings one immediately after the other; or
- b) stay one or more of the proceedings until after the determination of another one of them.

### **36. Director of Education**

The Director will invite the parties into the Committee meeting room and will introduce the parties to the Committee. The Director will call the hearing to order and will outline the process to be followed during the hearing.

The Director will introduce the Committee and will indicate:

- a. that they have been appointed by the Board to hear the matter;
- b. that this matter will be heard in Camera(in private), unless otherwise agreed upon; and
- c. the process to be followed during the hearing  
the matter being heard before the Committee, including the suspension/expulsion which was imposed.

### **37. Hearing Process**

The hearing process, subject to the discretion of the Committee, shall be as follows:

- (1) The Family of Schools Superintendent will distribute copies of the Principal's report and any documents submitted by or to be submitted by a party to the Disciplinary Hearing Committee. These documents should have been exchanged between the parties prior to the hearing. If additional documents not produced and exchanged before the hearing are intended to be submitted, they should be submitted at this time with an explanation as to why they have not been produced to the parties prior to the hearing. The Committee may choose to have a brief recess in order to read the reports and documents.
- (2) The Principal will then make the presentation with his Family of Schools Superintendent. The presentation may reference documents, reports and may include oral evidence under oath or otherwise. The members of the Committee may ask questions of clarification through the Chair.

- (3) The other parties to the hearing will then make their presentation. The presentation may reference documents, reports and may include oral evidence under oath or otherwise. The members of the Committee may ask questions of clarification through the Chair.
- (4) The pupil will be specifically invited to make a statement on his/her own behalf to the Committee. The members of the Committee may ask questions of clarification through the Chair.
- (5) The Family of Schools Superintendent and the Principal may respond, but only with respect to issues that they have not previously addressed and that have been raised by the other parties to the proceeding.
- (6) At the conclusion of all presentations, the parties, in the order of presentation, will be invited to make summary statements but may not introduce new issues. The Committee may choose to have a brief recess prior to hearing the summary statements.
- (7) After the summary statements, the Committee members may ask final questions for clarification through the Chair.
- (8) The decision of the Committee will be relayed by the Director/Designate to the parties at the earliest opportunity. Any oral notification shall be followed up by written notice.
- (9) When making the determination the Disciplinary Hearing Committee shall consider:
  - a) the Principal's report and submissions;
  - b) the submissions and any other information provided by the Appellant; and
  - c) the analysis and application of the mitigating and other factors, which may or may not be applicable in the circumstances.

### **38. Maintenance of Order**

The Committee may make such orders or give such directions at an oral or electronic hearing as it considers necessary for the maintenance of order at the hearing. [SPPA s. 9(2)] If any person disobeys or fails to comply with any order or direction given at a hearing, the person presiding or any Trustee may call for the assistance of any peace officer to enforce the order or direction. [SPPA s. 9(2)]

### **39. Evidence**

#### **39.1 Admissibility**

Subject to subsection (2), the Committee may admit as evidence at a proceeding, whether or not given or proven under oath or affirmation or admissible as evidence in a court,

- a) any oral testimony; and
- b) any document or other thing, relevant to the subject-matter of the proceeding and may act on such evidence, but the Committee may exclude anything unduly repetitious.

#### **(2) Inadmissible in evidence at a hearing**

Nothing is admissible in evidence at a proceeding,

- a) that would be inadmissible in a court by reason of any privilege under the law of evidence; or
- b) that is inadmissible by the statute under which the proceeding arises or any other statute.

#### **39.2 Copies**

Where the Committee is satisfied as to its authenticity, a copy of a document or other thing may be admitted as evidence at a proceeding.

#### **40. Cross-examination of Witnesses**

Subject to section 40.2 all witnesses in a proceeding shall be subject to cross-examination by the party other than the party calling them as may be reasonably required for a full and fair disclosure of all matters relevant to the issues. [*SPPA* s. 10.1]

##### **40.1 Questions In Reply and from the Committee**

Subject to subsection 40.2, all witnesses in a proceeding shall be subject to questions in reply, and questions by the Committee.

##### **40.2 Limitation on Examination and Cross-examination**

The Chair may reasonably limit the number of witnesses, and further examination or cross-examination of a witness where it is satisfied that the examination or cross-examination has been sufficient to disclose fully and fairly all matters relevant to the issues in the proceeding. [*SPPA* s. 23(2)]

##### **40.3 Control of Proceedings**

The Chair may make such orders or give such directions in proceedings before it as it considers proper to prevent abuse of its processes. [*SPPA* s. 23(1)]

#### **41. Proceedings Recorded**

Except as otherwise ordered by the Chair the Proceedings shall be recorded by the clerk of the Proceeding and no other recording of the Proceedings shall be permitted.

#### **42. Electronic Hearings**

- (1) The Committee may hold a hearing by telephone conference or videoconference or other automated means for the determination of any or all issues, in the same manner as an oral hearing.
- (2) The Committee shall not hold an electronic hearing if a party satisfies the Committee that holding an electronic rather than oral hearing is likely to cause the party significant prejudice.

#### **43. Arrangements for Electronic Hearings**

The Committee, at its sole discretion, may direct the arrangements for the electronic hearing to protect the integrity of the hearing process, including the confidentiality of evidence.

#### **44. Written Hearings**

- (1) The Committee may hold a written hearing, where the facts are not an issue, for the determination of any or all issues.
- (2) The Committee shall refer a matter to an oral or electronic hearing where there are facts in issue between the parties. The Committee shall not hold a written hearing if a party satisfies the Committee that holding a written rather than oral hearing is likely to cause the party significant prejudice.

#### **45. Procedure for Written Hearings**

- (1) If no objection to a written hearing is received the Board Administration shall provide the Committee and the other party copies of its submissions within 5 days after the date of the Committee's notice of the written hearing. The submissions shall confirm the facts not in issue and shall include the reasons for the recommendation for suspension or expulsion, the order requested and any law relied on.
- (2) The other party may respond to the submissions within 7 days of the date that the Board Administration's submissions were served. The reply shall include submissions and state that the party has no submissions or evidence on any of the issues raised, if this is the case.
- (3) The Board Administration may reply to the other party's response with a copy to the Committee within 5 days after the date for service of the responses, and the reply shall be limited to any new evidence in the responses.
- (4) The Committee shall have the authority to change such dates in order to comply with the requirement that the hearing take place, and the case of a suspension within 15 days of receiving notice of the appeal under s. 309(3) of the Act and in the case of an expulsion within 20 school days from the date of the suspension under s. 310 of the Act, unless the parties have agreed to an extension of time.
- (5) The Committee may permit submissions to be filed in electronic form as approved by the Committee.
- (6) Where the Committee is not satisfied with the written representations of the parties it may order that an oral or an electronic hearing take place in the case of a suspension, within 15 school days from the receipt of the Notice of Appeal and in the case of an expulsion within 20 school days from the date of suspension, unless a longer period is agreed to by all of the parties and the Committee.

#### **46. Objection to Electronic or Written Hearings**

- (1) A party who objects to an electronic or written hearing shall file with the Committee Chair, a written objection providing details of its claim that there is a good reason for not holding the hearing in written form, within 3 days of receiving the notice of written hearing.
- (2) The Committee may consider any relevant factors in deciding to hold an electronic or written hearing, such as:
  - a) the convenience to the parties and Committee;
  - b) the likelihood of the process being less costly, faster and more efficient;
  - c) whether it is a fair and accessible process for the parties;
  - d) whether the evidence or legal issues are suitable for a written or electronic hearing;
  - e) whether credibility may be an issue;
  - f) the desirability of hearing viva voce evidence and submissions from persons in attendance before the Committee

### **PART V – CORRECTIONS**

#### **47. Correcting Minor Errors**

The Committee may at any time and without prior notice to the parties correct a technical or typographical error or similar minor error made in the decision or order, and may clarify a misstatement, ambiguity or other similar problem.

#### **48. Reviews of Decisions**

The Committee may consider a party's request to review all or part of a decision. The request for review shall not stay the original decision. The Committee shall not consider a request where the party has appealed to the Child and Family Services Review Board or has made an application for judicial review. The party making the request must submit the following information:

- a) the name, address, telephone, fax and email address of the requester and the requester's representative, if any;
- b) reasons for the request;
- c) the desired result;
- d) documents that support the request, including copies of new evidence unavailable at the hearing;
- e) whether the requester or has or will submit an appeal to the Child and Family Services Review Board or has or will make an application for judicial review.

#### **49. Reason for Review**

The Committee will hear a motion to review a decision only if the reasons provided in the request raise an arguable case that the Committee,

- a) acted outside its jurisdiction;
- b) violated the Rules of natural justice or procedural fairness;
- c) made an error of law or fact such that the Committee would likely have reached a different decision;
- d) heard false or misleading evidence from a party or witness, which was discovered only after the hearing and could have affected the result; or
- e) should consider evidence which was not available at the time of the hearing, but that is credible and could have affected the result.

#### **50. Refusal of Review**

The Committee will refuse to hear a motion to review a decision if:

- a) the request is made by a nonparty;
- b) the request is not filed in a timely manner;
- c) the requester does not provide particulars if requested by the Committee in the time frame requested;
- d) it is the second request by the same party raising the same or similar issues.

#### **51. Procedure on Review**

- (1) The Committee will determine initially whether the requestor has met one or more of the eligible grounds for review, without providing notice to the other party. The Committee may grant a motion to review without submissions from the other party, if it is satisfied that the motion for review should be heard.
- (2) If satisfied that the motion to review should be heard, the Committee may schedule the motion to review and provide notice to all parties setting out the date of the motion, whether the motion will be heard electronically or in person, the time for filing and serving materials.
- (3) At the hearing of the motion, the parties will be expected to make submissions on whether the request meets the Committee's reasons for review.

#### **52. Power of Committee on Motion**

On hearing the motion the Committee may:

- a) deny the request;
- b) order a review;
- c) order a rehearing; or
- d) make any other order it deems appropriate.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
PUBLIC SESSION  
JUNE 16, 2009**

**TOPIC: APPROVAL OF POLICIES  
CODE OF CONDUCT POLICY - SAFE SCHOOLS (#302.6.2)**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the Code of Conduct Policy - Safe Schools, as presented.

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Prepared by: Yolanda Baldasaro, Superintendent of Education

Presented by: Yolanda Baldasaro, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: June 16, 2009



## CODE OF CONDUCT POLICY

Adopted: June 26, 2001  
Revised: May 28, 2002  
Reviewed February 1, 2008  
September 18, 2009  
June 16, 2009

Policy No. 302.6.2  
Safe Schools

### STATEMENT OF POLICY

In keeping with current legislation and the provincial **Code of Conduct**, schools within the Niagara Catholic District School Board, in consultation with their Catholic School Councils, staff, students and parents, shall have in place local Codes of Conduct. These locally developed Codes shall be in compliance with the Ministry's and Board's Code of Conduct. These local codes of conduct shall be communicated to the school community. The Standards of Behaviour incorporated in the Code of Conduct which promotes respect, responsibility and safety, along with justice, integrity and accountability are consistent with the Gospel values embodied in our schools. Respect for oneself, others and the traditions of our Catholic faith is central to the vision of a Catholic Education.

The Niagara Catholic District School Board shall endeavour to ensure that all members of the school community have a safe, caring, accepting and positive school environment that maximizes their full potential with Christ as The Way, The Truth and The Light.

All members of the Niagara Catholic District School Board (students, parents or guardians, volunteers, teachers, visitors and other staff members and especially persons in positions of authority) are to be treated with respect and dignity whether they are on school property, on school buses or at school-authorized events or any other activities that could have an impact on the school climate.

The code is based on the following guiding principles:

- Appropriate participation in the civic life of the school community promotes responsible citizenship. Active and engaged citizens are aware of their rights and accept responsibility for protecting their rights and the rights of others.
- Members of the school community are expected to use non-violent means to resolve conflict.
- The possession, use or threatened use of any object to injure another person endangers the safety of oneself and others.
- Schools will work co-operatively with police, drug and alcohol agencies to promote prevention strategies and, where necessary, respond to school members who are in possession of, or under the influence of, alcohol, ~~or~~ illegal drugs, and/or controlled substances without a valid prescription.
- Members of the school community have a responsibility to maintain an environment where conflict and differences can be addressed in a manner characterized by respect and civility.
- All members of the school community, including staff, students, parent/guardians, visitors, and community members are responsible in helping to create a safe, caring school and positive school climate free from bullying.
- To meet the goal of creating a safe, caring, and accepting school environment, the Niagara Catholic District School Board supports the use of positive practices as well as consequences for inappropriate behaviour, including progressive discipline, which includes suspension and expulsion where necessary.

The Director of Education will establish and administer guidelines and procedures for the implementation of this policy.

[Reference: Ministry of Education and Training: Policy/Program Memorandum No. 128, October, 2007  
- The Provincial Code of Conduct and School Board Codes of Conduct; Education Act, Sections 301, 302,303]



## CODE OF CONDUCT POLICY

Adopted: June 26, 2001  
Revised: May 28, 2002  
Reviewed February 1, 2008  
September 18, 2009  
**June 16, 2009**

Policy No. 302.6.2  
Safe Schools

### ADMINISTRATIVE GUIDELINES

Staff is reminded to refer to the [Ontario Code of Conduct](#).

#### ONTARIO CODE OF CONDUCT

A school should be a place that promotes responsibility, respect, civility, and academic excellence in a safe learning and teaching environment. A positive school climate exists when all members of the school community feel safe, comfortable, and accepted. All students, parents, teachers, and staff members have the right to be safe, and to feel safe, in their school community. With this right comes the responsibility to contribute to a positive school climate.

The promotion of strategies and initiatives such as Student Success and character development, along with the employment of prevention and intervention strategies to address inappropriate behaviour, fosters a positive school climate that supports academic achievement for all students.

The provincial Code of Conduct sets clear provincial standards of behaviour. These standards of behaviour apply not only to students, but also to all individuals involved in the publicly funded school system – parents, volunteers, teachers, and other staff members – whether they are on school property, on school buses, at school-related events or activities, or in other circumstances that could have an impact on the school climate. Responsible citizenship involves appropriate participation in the civic life of the school community. Active and engaged citizens are aware of their rights, but more importantly, they accept responsibility for protecting their rights and the rights of others.

#### *Guiding Principles & Purposes of the Code*

All members of the school community are:

- To be treated with respect and dignity, especially persons in positions of authority
- To promote responsible citizenship by encouraging appropriate participation in the civic life of the school community
- To maintain an environment where conflict and difference can be addressed in a manner characterized by respect and civility
- To encourage the use of non-violent means to resolve conflict
- To promote the safety of people in the schools
- To discourage the use of alcohol, ~~and~~ illegal drugs **and/or controlled substances without a valid prescription.**



## ***Roles & Responsibilities***

School boards provide direction to their schools to ensure opportunity, academic excellence, and accountability in the education system. It is the responsibility of school boards to:

- develop policies that set out how their schools will implement and enforce the Provincial Code of Conduct and all other rules that they develop that are related to the provincial standards that promote and support respect, civility, responsible citizenship, and safety;
- seek input from school councils, their Parent Involvement Committee, their Special Education Advisory Committee, parents, students, staff members, and the school community;
- review these policies regularly with students, staff, parents, volunteers and the community;
- establish a process that clearly communicates the Provincial Code of Conduct and school board codes of conduct to all parents, students, staff members, and members of the school community in order to obtain their commitment and support;
- ensure an effective intervention strategy and response to all infractions related to the standards for respect, civility, responsible citizenship and safety;
- provide opportunities for all staff to acquire the knowledge, skills and attitudes necessary to develop and maintain academic excellence in a safe learning and teaching environment.
- wherever possible, boards should collaborate to provide coordinated prevention and intervention programs and services, and should endeavour to share effective practices.

## ***Principals***

Principals, under the direction of their school board, take a leadership role in the daily operation of a school. They provide this leadership by:

- demonstrating care for the school community and a commitment to academic excellence in a safe teaching and learning
- holding everyone, under their authority, accountable for their behaviour and actions;
- empowering students to be positive leaders in their school and community;
- communicating regularly and meaningfully with all members of their school community.

## ***Teachers & Other School Staff Members***

Teachers and school staff, under the leadership of their Principals, maintain order in the school and are expected to hold everyone to the highest standard of respectful and responsible behaviour. As role models, staff uphold these high standards when they:

- help students work to their full potential and develop their self-worth;
- empower students to be positive leaders in their classroom, school, and community;
- communicate regularly and meaningfully with parents;
- maintain consistent standards of behaviour for all students;
- demonstrate respect for all students, staff, parents, volunteers, and the members of the school community;
- prepare students for the full responsibilities of citizenship.

## ***Students***

Students are to be treated with respect and dignity. In return, they must demonstrate respect for themselves, for others and for the responsibilities of citizenship through acceptable behaviour. Respect and responsibility are demonstrated when a student:

- comes to school prepared, on time and ready to learn;
- shows respect for themselves, for others and for those in authority;
- refrains from bringing anything to school that may compromise the safety of others;
- follows the established rules and takes responsibility for his or her own action.

## *Parents*

Parents play an important role in the education of their children, and can support the efforts of school staff in maintaining a safe and respectful learning environment for all students. Parents fulfill their role when they:

- show an active interest in their child's school work and progress;
- communicate regularly with the school;
- help their child be neat, appropriately dressed and prepared for school;
- ensure that their child attends school regularly and on time;
- promptly report to the school their child's absence or late arrival;
- show that they are familiar with the provincial Code of Conduct, the board's code of conduct, and school rules;
- encourage and assist their child in following the rules of behaviour;
- assist school staff in dealing with disciplinary issues involving their child.

## *Community Partners and the Police*

The police play an essential role in making our schools and communities safer.

Police investigate incidents in accordance with the protocol developed with the local school board. These protocols are based on a provincial model developed by the Ministry of the Solicitor General and the Ministry of Education.

## *Standards of Behaviour*

### *Respect, Civility & Responsible Citizenship*

All members of the school community must:

- respect and comply with all applicable federal, provincial and municipal laws;
- demonstrate honesty and integrity;
- respect differences in people, their ideas and opinions;
- treat one another with dignity and respect at all times, and especially when there is disagreement;
- respect and treat others fairly, regardless of, for example, race, ancestry, place of origin, colour, ethnic origin, citizenship, religion, gender, sexual orientation, age, or disability;
- respect the rights of others;
- show proper care and regard for school property and the property of others;
- take appropriate measures to help those in need;
- respect all members of the school community, especially persons in positions of authority;
- respect the need of others to work in an environment that is conducive to learning and teaching;
- seek assistance from a member of the school staff, if necessary, to resolve conflict peacefully;
- not swear at a teacher or at another person in a position of authority.

## *Safety*

All members of the school community must not:

- be in possession of any weapon, including firearms;
- cause injury to any person with an object;
- use any object to threaten or intimidate another person; not be in possession of, or under the influence of, or provide others with, alcohol, ~~or~~ illegal drugs, **and/or controlled substances without a valid prescription;**
- inflict or encourage others to inflict bodily harm on another person;
- engage in bullying behaviours;
- commit sexual assault;
- traffic weapons, ~~or~~ illegal drugs **and/or controlled substances;**
- give alcohol to a minor;
- commit robbery;
- engage in hate propaganda and other forms of behaviour motivated by hate or bias;
- commit an act of vandalism that causes extensive damage to school property or to property located on the premises of the school.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
PUBLIC SESSION  
JUNE 16, 2009**

**TOPIC: APPROVAL OF POLICIES  
NUTRITION POLICY (#302.7)**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the Nutrition Policy, as presented.

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Prepared by: Frank Iannantuono, Superintendent of Education

Presented by: Frank Iannantuono, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: June 16, 2009



## NUTRITION POLICY

Adopted: June 21, 2005  
Revised: May 27, 2008  
June 16, 2009

Policy No. 302.7

### STATEMENT OF POLICY

The Niagara Catholic District School Board is committed to supporting a healthy school environment. Good nutrition is essential for the proper growth and development of children. Good nutrition is vital to the health and well being of each student and his/her potential to learn. The Board supports schools and parents/guardians in providing an environment in which students are encouraged to make healthy food choices on a regular basis.

The Niagara Catholic District School Board believes that the school, in cooperation with the parent/guardian and the general community, has an important role to play in the development of positive attitudes toward good nutrition and lifelong healthy eating habits.

The Board believes that the student nutritional choices can be positively influenced through role modelling. ~~Students, therefore, should be provided with foods and beverages that are highly nutritious in the school setting.~~ Foods and beverages provided by the Niagara Catholic District School Board for students in a school setting will meet moderate or maximum nutritional value. Nutrition choices made by parents for their children will not usually be screened.

In order to establish an environment that reduces the risks for all students who suffer severe, life threatening allergic reactions (anaphylaxis) to certain foods, Principals must follow the Administrative Guidelines as outlined in the **Anaphylaxis Policy 302.1** of the Niagara Catholic District School Board.

The Board also believes that a sequential, comprehensive nutrition education curriculum begins in Kindergarten and continues through Secondary School. Nutrition education includes the curriculum expectations as outlined in the Ontario Curriculum as well as opportunities through planned and incidental events in the classroom.

~~Beginning September 2008, staff will implement procedures which will diminish the availability of minimum value food and drinks, with the final elimination being achieved by September 2009.~~

This policy applies to Elementary Schools, Secondary Schools and other Board sites where students of all ages are educated.

The Director of Education will issue guidelines in support of this policy.

[References: Ontario Society of Nutrition Professionals in Public Health, Call To Action: Creating a Healthy School Nutrition Environment – Table 7 p. 35-38;  
Ministry of Education and Training: Policy/Program Memoranda No. 135, October 20, 2004]



## NUTRITION POLICY

Adopted: June 21, 2005  
Revised: May 27, 2008  
June 16, 2009

Policy No. 302.7

### ADMINISTRATIVE GUIDELINES

#### Background:

It should be noted that within the documents entitled:

*Eating Well with Canada's Food Guide*

*Ontario Society of Nutrition Professionals in Public Health*

*"Call To Action: Creating a Healthy School Nutrition Environment"*

are the foundations and beliefs of the Nutrition Policy and Administrative Guidelines.

#### The Healthy School Environment

We believe we should strive to provide the best possible learning environment for our students. As adults, we can influence students in a positive way through our role modeling. We need to therefore provide children only with foods and beverages that are highly nutritious.

In order to bring about positive change towards sound nutritional habits, we must educate and model good nutritional food choices for our students. It is ~~not~~ the purpose of these administrative guidelines ~~to screen what parents provide their children,~~ **but to foster a cooperative approach to encourage nutritious food choices for our students.**

These guidelines encourage consistent healthy eating messages and food selections in the school environment, which are based on Canada's Food Guide to Healthy Eating. This enhances opportunities for our students to make positive lifestyle choices. Each school, in its activities, should serve as many "maximum" nutritional value foods as possible, and reduce the serving of "minimum" nutritional value foods.

The definition of Maximum, Moderate, and Minimum Nutritional Value Foods can be found in:

*Ontario Society of Nutrition Professionals in Public Health*

*Call To Action: Creating a Healthy School Nutrition Environment*

*Table 7 p. 35-38 - Classification of Foods with Maximum, Moderate and Minimum Nutritional Value.*

When conducting meetings (i.e. Board level, Catholic School Council, etc.), if food is served, emphasize foods with Maximum Nutritional Value.

## **Fundraisers**

When fundraisers include food items, it is recommended that only foods from the Maximum or Moderate Nutritional Value of

*Ontario Society of Nutrition Professionals in Public Health*

*Call To Action: Creating a Healthy School Nutrition Environment*

*Table 7 p. 35-38 - Classification of Foods with Maximum, Moderate and Minimum Nutritional Value,* be selected.

When Special Food Days and Events are held schools should ensure a standard of Maximum or Moderate Nutritional value for all special events.

For School-Wide Sales an/or Canteen Sales, ensure that only Maximum and /or Moderate Nutritional Value food items are sold in school tuck shops or canteens (i.e. sports tournaments).

## **Beverage and Food Vending Machines in our Schools**

While the **Ministry of Education and Training: Policy/Program Memoranda No. 135** refers only to Elementary Schools, for the purpose of this guideline it shall apply to Secondary Schools and other board sites **as of September 2009-2010**.

Elementary, Secondary Schools and other Board sites where students are educated (i.e. Continuing Education, S.C.O.E.P.) shall offer only 100% fruit or vegetable juice, water or milk (white or flavoured, 2% MF or less).

Elementary, Secondary schools and other Board sites shall ensure that only Maximum or Moderate Nutritional Value food items are sold in vending machines.

## **Food Services Programs and Cafeterias**

When working with partners/providers, one must make every effort to provide healthy nutritional choices, as well as favourably priced choices for students.

The Food Standards emphasize healthy food choices such as whole grains, vegetables, fruit and lower fat milk products, while respecting and reflecting cultural and ethnic foods at a reasonable cost. No foods with minimum nutritional value will be served **as of September 2009-2010**.

## **School Nourishment Programs**

Food or beverages of Maximum or Moderate Nutritional Value shall be served in school nourishment programs (e.g. Breakfast for Learning Program).

## **Nutrition Education for Students**

Each school will provide their students with Nutrition Education. The nutrition education should include the curriculum expectations as outlined in the Ontario Curriculum as well as opportunities through planned or incidental events in the classroom.

## **Parent and Community Education**

Each school is encouraged to recognize, value and support parental/guardian involvement in making changes, which reflect a healthy school nutrition environment.

In collaboration with the Niagara Region Public Health Department, schools will include practical suggestions for school lunches and snacks in ~~Board and school newsletters~~ **communications**.

## **Safe Food Environment**

In order to establish an environment that reduces the risks for all students who suffer severe, life threatening allergic reactions (anaphylaxis) to certain foods, Principals must follow the Administrative Guidelines as outlined in the **Anaphylaxis Policy 302.1** of the Niagara Catholic District School Board.

## **Appendices:**

**Ontario Society of Nutrition Professionals in Public Health**

**Call To Action: Creating a Healthy School Nutrition Environment - Table 7 p. 35-38.**

**Ministry of Education and Training: Policy/Program Memoranda No. 135**

October 20, 2004.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
PUBLIC SESSION  
JUNE 16, 2009**

**TOPIC: MINUTES OF THE SPECIAL EDUCATION ADVISORY  
COMMITTEE MEETING OF MAY 6, 2009**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board receive the Minutes of the Special Education Advisory Committee Meeting of May 6, 2009, as presented for information.

The following recommendations are being presented for the Board's consideration from the Special Education Advisory Committee Meeting of May 6, 2009.

**5.1 *Niagara Catholic District School Board Special Education Plan  
"Building Bridges to Services – 2009 and Beyond"***

**THAT** the Niagara Catholic District School Board approve the Special Education Plan, Building Bridges to Services 2009 and Beyond, as presented.

**5.2 *Appointment of John Howard Society to the  
Special Education Advisory Committee as a Community Partner***

**THAT** the Niagara Catholic District School Board approve the appointment of the John Howard Society to the Special Education Advisory Committee as a Community Partner.





**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**

**SPECIAL EDUCATION ADVISORY COMMITTEE  
MEETING OF MAY 6, 2009**

**CATHOLIC EDUCATION CENTRE**

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**APPROVED MINUTES OF THE MEETING**

**MEMBERS PRESENT:**

Carole Fuhrer	Learning Disabilities Association
Anna Racine	The Tourette Syndrome Association of Ontario
Connie Parry	Association for Bright Children
Cyndi Gryp	Community Living-Grimsby, Lincoln & West Lincoln
Kim Rosati	VOICE for Hearing Impaired Children
Heather Schneider	Community Living – Welland/Pelham
Lilly Iuliano	Down Syndrome Caring Parents (Niagara)
Frank Fera	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:**

Gary Crole	Trustee
Mike Gowan	Autism Ontario

**RECORDING SECRETARY:**

Tina DiFrancesco	Recording Secretary
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**1. CALL TO ORDER**

Carole Fuhrer, Chair, called the meeting to order and Kim Rosati 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 MAY 6, 2009.**

Moved by Connie Parry  
Seconded by Kim Rosati

**That the Agenda at the Meeting of May 6, 2009 be approved as amended to add item 7.3 Vetting of Policies to the agenda.**

**Carried**

**4. DECLARATION OF CONFLICT OF INTEREST**

Nil.

**5. REVIEW AND APPROVAL OF THE MINUTES OF THE MEETING OF APRIL 1, 2009.**

Moved by Connie Parry  
Seconded by Anna Racine

**That the Minutes of the Meeting of April 1, 2009 be approved as amended to strike the word “questioned” and replace with “inquired about” in section 12.3 – School Activities Selection Protocol.**

**Carried**

**6. VISIONING**

**6.1 Goals and Vision for 2009**

Carole Fuhrer mentioned that she will work with Anna Racine and Marcel Jacques on the ERT survey in the fall.

## 7. BUSINESS ARISING FROM THE MINUTES OF THE MEETING OF APRIL 1, 2009

### 7.1 Learner Advocacy – Motions Update

Anna Racine updated the SEAC from the meeting of April 1<sup>st</sup>, stating that Lee Ann Forsyth-Sells recommended that both motions be rescinded. A decision was made to defer this item to the May meeting with the Chair present. There was discussion about the process and Carole Fuhrer asked for input from all members of the SEAC. It was decided by the members that both motions be rescinded.

**APPROVAL TO RESCIND THE RECOMMENDATIONS TO DEVELOP A BOARD POLICY ON INCLUSION AND TO RE-EXAMINE SPECIAL EDUCATION CLASSES AT BOTH ELEMENTARY AND SECONDARY PANELS WITH A GOAL TO MOVE TOWARDS A RESOURCE MODEL FOR ALL STUDENTS.**

Moved by Connie Parry  
Seconded by Anna Racine

**That the Special Education Advisory Committee rescind the recommendations to develop a board policy on inclusion and to re-examine Special Education Classes at both elementary and secondary panels with a goal to move towards a resource model for all students.**

**Carried**

New Member Welcome Package

Carole Fuhrer will review the new member welcome package to be given out to all new members of the SEAC.

New Member Recruitment

Carole Fuhrer received a letter from the John Howard Society stating that they would be pleased to accept our invitation to become a member of the Special Education Advisory Committee. Lee Ann Forsyth-Sells will proceed with the process of adding a new member.

### 7.2 Parent Outreach – Parent Survey 2009

Marcel Jacques handed out the preliminary data to the members of the SEAC and stated that surveys are still coming in with the cutoff date being towards the end of May. See attached report.

### **7.3 Program and Service Recommendations – School Activities Selection Protocol**

There was discussion about the process of selecting school activities. Marcel Jacques stated that there was dialogue with the Educational Resource Teachers in September to consider location, transportation, and staffing for school trips. He stated that parents should follow the process if they have any concerns. Carole Fuhrer suggested that the field trip form provide more information and to consider revising the form. Lee Ann Forsyth-Sells stated that all policies are currently under review and she will bring this suggestion back to administration to make the revision.

#### **Vetting of Policies –**

Lee Ann Forsyth-Sells briefly reviewed the policies that were sent to the SEAC members in the month of April. There was discussion around the timing of such policies and the SEAC requests in the future, where appropriate, that they be given more time to respond to policies as a SEAC. Understanding that some policies are time sensitive, Lee Ann Forsyth-Sells suggested to the members of the SEAC that they can respond individually to policies as well. Policies on student transportation and the administration of oral medication to students under the age of 18 were approved by the policy committee and will proceed to the Committee of the Whole meeting on May 12<sup>th</sup>, 2009. The policy on attendance areas has been referred back to staff.

### **7.4 Special Education Budget**

### **7.5 Annual Review**

### **7.6 Other related items – Exam Times – Deferred to June meeting**

## **8. PRESENTATIONS**

## **9. AGENCY REPORTS**

### **9.1 VOICE for Hearing Impaired Children – Kim Rosati**

- May is Speech and Hearing Month
- VOICE is hosting an event at the Shamba Foundation to raise funds for the cochlear implant rehabilitation conducted by VOICE for children in Ontario where this intervention is not otherwise available. This rehabilitation is not currently government funded and costs VOICE \$250,000 per annum. We've conducted a maildrop to the surrounding corporate community (thanks to Phonak Canada) of the attached direct mail piece which details the event. We've invited MPPs in Ontario. We've secured Paula Todd, of CTV W5 as our Master of Ceremonies for the evening and a jazz quintet "Three Docs and Two Friends". Jack Layton has agreed to be the event's live auction auctioneer! Tickets can be purchased on-line at [www.voicefordeafkids.com](http://www.voicefordeafkids.com). For more information on the event please see attached.

- Our chapter meetings for VOICE are generally held in Burlington, but this month we held our VOICE meeting in St.Catharines. Many new families were present. More children are being identified through the Infant Hearing program in our area; therefore the possibility of having a VOICE Parent Support group was revisited. I will be looking into this further and will keep everyone posted on any future developments.
- This past Saturday was the VOICE Conference *Music to my Ears* held at Guelph University. It was an awesome day for teens and parents. One of the speakers was Richard Reed, a musician and an amazing individual who received a cochlear implant after losing his hearing at the age of 35. Richard used his keyboard to demonstrate environmental sounds, voices, and melodies as heard through his cochlear implant. He told a truly inspiring story of strength and determination. In the workshop he encouraged the kids to take turns playing the keyboards and drums to listen and feel the music. His message to them was that nothing is impossible.
- Also, Gail Wright an Itinerant Teacher of the Deaf from Chicago spoke with the teens on self advocacy and taking responsibility for themselves if they are having problems hearing and understanding someone. She had the teens list strategies to help them realize how important it is to have more than one option available to ensure they can receive and understand what is being communicated to them.

## **9.2 Down Syndrome Caring Parents (Niagara) – Lilly Iuliano**

- The Annual General Meeting was held in March with a new executive.
- Down Syndrome Association of Ontario is hosting a conference from October 6<sup>th</sup> – 8<sup>th</sup>, 2009 in Peterborough.
- Canadian Down Syndrome National Conference will be held from May 15<sup>th</sup> -17<sup>th</sup>, 2009 in Halifax, Nova Scotia.
- Pre-school play group – May 30<sup>th</sup> from 1:00p.m.-3:00p.m.
- Teen group will be starting soon and the contact is Carol Lotz.
- Special Olympics Soccer – To register contact Irene Volpe at [irene@nfsc@gmail.com](mailto:irene@nfsc@gmail.com).
- For a list of Special Olympics events go to [www.specialolympics.com](http://www.specialolympics.com)

## **9.3 Community Living – Welland/Pelham – Heather Schneider**

- Jackie's Walk will be held on May 24<sup>th</sup>, 2009 at Merritt Island. Registration is anytime after 12:00p.m. The walk begins at 1:00p.m.
- Boston Pizza night is on Wednesday, May 13<sup>th</sup>, 2009 from 5:00p.m.-8:00p.m. Volunteers from Community Living will shadow the staff and help serve. A percentage from sales (10%) will go to Community Living.
- The Kathy Tweedy Memorial Golf Tournament is on Saturday, June 6<sup>th</sup>, 2009 at Rolling Meadows Golf Course. See attached registration form.

## **9.4 Association for Bright Children – Connie Parry**

- Connie Parry stated that the change in membership rules from a set fee to a donation has been quite successful.

### **9.5 Learning Disabilities Association of Niagara – Carole Fuhrer**

- Social Skills Night – April 28<sup>th</sup>, 2009 from 6:30p.m.-8:00p.m. at 366 St. Paul Street East, St. Catharines. This is a ten week session for children 9-12 years of age.
- Homework Club – April 23<sup>rd</sup>, 2009 from 5:30p.m.-7:00p.m. at 366 St. Paul Street, St. Catharines. This is a ten week session for ages 7-18 years.
- Keyboarding – April 23<sup>rd</sup>, 2009 from 5:30p.m.-7:00p.m. at 366 St. Paul Street, St. Catharines. This is a ten week session for ages 7-18 years.
- Fee – All programs are \$200.00, which includes a \$50.00 membership and access to the LDA-N Resource Library.
- LDA-Niagara Summer Discoveries Day Camp will be offered in St. Catharines, Niagara Falls, Fort Erie and Welland. All camps are \$160.00 for a full day. The yearly membership fee of \$50.00 is required. See [ldaniagara@cogeco.net](mailto:ldaniagara@cogeco.net) for details. See attached report.

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

- The month of May is designated as Community Living month throughout the province of Ontario. Many local Community Living organizations are planning various events throughout this month.
- Most recently, the Bank of Montreal and the Niagara Community Foundation have provided one-time grants to our agency to purchase new recreational equipment and supplies for our community recreation and leisure program.
- A workshop was provided in February 2009 to families and other interested parties on the new Registered Disability Savings Plan.
- Community Living-Grimsby, Lincoln & West Lincoln will be hosting its 44<sup>th</sup> Annual General Meeting on June 15, 2009 at the Hopkin's Centre in Beamsville. A barbeque will be held along with a performance by the Momentum choir from Bethesda Services.
- Our agency's 42<sup>nd</sup> walk/bike-a-thon was held on May 2<sup>nd</sup>, 2009. Over 200 people participated in this event with funds raised in excess of \$25,000.

### **9.7 Autism Ontario – Mike Gowan**

- No Report

### **9.8 The Tourette Syndrome Association of Ontario – Anna Racine**

- Amanda Cybula will be speaking at the Tourette Syndrome Association of Ontario in May about the Individual Education Plan (IEP) and IPRC process.

## **10. STAFF REPORTS**

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

- April 18<sup>th</sup>, 2009 was the Regional School Council Conference at Lakeshore Catholic High school in Fort Erie. Student Support Services presented information to a small group of parents regarding the IEP process and parent involvement. This was an informal forum discussion format. Parents who attended found the session informative and helpful.
- May is Hearing and Speech month. Various activities are planned throughout the month.
- Educational Resource Teachers' meeting was held on April 29<sup>th</sup>, 2009. Agenda items included the Individual Education Plan, transition planning, SEA process, docushare, and ASD strategies with a focus on structural teaching and tasks.

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

- Carla Bianco spoke about the Community Support Information Evening on May 7<sup>th</sup>, 2009 being held at the Catholic Education Centre from 6:00p.m.-8:00p.m.
- Within the next month area north and south teams will be in the high schools to conduct the IPRC's for students entering the general skills classes. Throughout the year, both the elementary and secondary staff along with Student Support Services and parents have been meeting to introduce the high school life to our grade 8 students. We have been planning for transition meetings and visits to the high schools.

### **10.3 Theresa Murphy – Principal, Elementary**

- Theresa Murphy spoke on this year's Catholic Education Week and the various activities that took place from May 3<sup>rd</sup> until May 8<sup>th</sup>, 2009 around the theme "Good News for All".
- Highlights of the week included; The Volunteer Appreciation breakfast, the Grade 7 student Mass, Catch the Spirit Awards' Evening and the Staff Excellence Dinner.
- This week provided many opportunities to say thank you to the partners in Catholic Education.

### **10.4 Ken Griepsma – Vice-Principal, Secondary**

- Transitioning is continuing to take place between all of the various Catholic feeder schools and Catholic secondary schools. Special emphasis is being placed on students with special needs.
- St. Francis had Educational Resource Teachers from their various feeder schools in on April 27<sup>th</sup> to share ideas about Differentiated Instruction.
- Saint Michael will be hosting a Community Partners Information session for parents and students in their General Skills and Supported Learning classes. St. Paul parents and students have also been invited.
- Two Saint Michael special education students have been selected to take part in the Dream Takes Flight Program. Later this month, these two students and a staff member will be flown to Disney World for a day.

- The 10<sup>th</sup> Annual Special Needs Beach Volleyball tournament was held on Friday, April 3<sup>rd</sup> and was a huge success. Students engaged in many fun-filled and community building activities including volleyball, a luncheon and a dance.
- Students from all eight Catholic High schools are busy training for the Track and Field event which will take place at Blessed Trinity at the end of this month.
- IPRC's continue in our Catholic secondary schools.

#### **10.5 Lee Ann Forsyth-Sells – Superintendent of Education**

- Lee Ann Forsyth-Sells handed out the April edition of *Spotlight on Niagara* and the *Niagara Catholic System Priorities 2009-2010*. She highlighted information the trustees received on the Gifted Program and spoke about Niagara Catholic's Vision 20/20 strategic plan. Information can be found on the board's website. See attached reports.

#### **10.6 Marcel Jacques – Program Officer**

- Marcel Jacques spoke about PPM140 which provides information to school boards to support the implementation of Applied Behaviour Analysis (ABA). A survey was sent out to all schools to complete around the implementation of ABA in their schools. In addition, parents of students with ASD have been asked to complete the form for information purposes. See attached survey.
- Marcel Jacques stated that planning is currently underway to in-service the Educational Resource Teachers on the Professional Activity Day prior to the school year starting in September 2009.

### **11. TRUSTEE REPORTS**

#### **11.1 Gary Crole**

- No Report

#### **11.2 Frank Fera**

- Frank Fera discussed the following activities taking place in the month of May;
- Partners in Catholic Education – May 14<sup>th</sup>, 2009
- Faith Day – May 15<sup>th</sup>, 2009. A gathering will be held at the Fairgrounds in Welland
- Serra Club Dinner Dance at Club Italia - May 15<sup>th</sup>, 2009.
- Frank Fera informed members of the SEAC that budget cuts are forthcoming.

### **12. NEW BUSINESS**

#### **12.1 Learner Advocacy**



## **12.2 Parent Outreach – Regional Catholic School Council Event**

- Anna Racine and Kim Rosati represented the SEAC at the Regional Catholic School Council Event on April 18<sup>th</sup>, 2009. Anna Racine said it was a good event and that she would participate again in the future.

### Newsletter Submissions

- Kim Rosati asked members of the SEAC if they had any suggestions for newsletter submissions. Marcel Jacques asked that the information be provided to him well in advance to give to principals. Members will provide Kim Rosati with information beginning in September 2009.

## **12.3 Program and Service Recommendations**

### **12.4 Special Education Budget – Letter to Ministry of Education from SEAC – Deferred to June meeting**

Letter from SEAC to LIHNS – Deferred to June meeting

## **12.5 Annual Review, Special Education Plan – Request for Approval**

- Marcel Jacques asked the members of the SEAC if they had any questions. No comments were made.

### **APPROVAL OF THE SPECIAL EDUCATION PLAN BUILDING BRIDGES TO SERVICES 2009 AND BEYOND.**

Moved by Anna Racine  
Seconded by Connie Parry

**That the Special Education Plan Building Bridges to Services 2009 and Beyond be approved as presented.**

**Carried**

## **12.6 Other Related Items – ONSIS Report Update**

- Carole Fuhrer asked Marcel Jacques for a breakdown of the exceptionalities per school. Marcel Jacques will provide information from the October report as the information may not be available from the March report.

## **13. AGENDA ITEMS – DISCUSSION for FUTURE MEETINGS**

**14. INFORMATION ITEMS**

a) Sarina Labonte suggested that the Brain Injury Association could be a possible member on the SEAC and asked the procedure for membership. Lee Ann Forsyth-Sells stated that a letter is to be sent to the Director of Education for Board approval. Tina DiFrancesco will forward a template letter to Sarina Labonte.

**15. ITEMS DISTRIBUTED**

- a) IEP Preliminary Survey Results
- b) ASD Survey
- c) Niagara Catholic System Priorities 2009-2010
- d) Spotlight on Niagara

**16. NEXT MEETING**

**The next meeting of the SEAC will be held on Wednesday, June 3, 2009 at 7:00 p.m. at the Catholic Education Centre, 427 Rice Road, Welland.**

**17. ADJOURNMENT**

Moved by Connie Parry  
Seconded by Kim Rosati

**That the meeting adjourn at 9:00pm**

**Carried**

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
PUBLIC SESSION  
JUNE 16, 2009**

**TOPIC: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
SPECIAL EDUCATION PLAN  
“BUILDING BRIDGES TO SERVICES – 2009 AND BEYOND”**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the Special Education Plan, Building Bridges to Services 2009 and Beyond, as presented.

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

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

Approved by: John Crocco, Director Of Education

Date: June 16, 2009



NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

**REPORT TO BOARD MEETING  
JUNE 16, 2009**

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
SPECIAL EDUCATION PLAN  
“BUILDING BRIDGES TO SERVICES – 2009 AND BEYOND”  
FOR SUBMISSION TO THE MINISTRY OF EDUCATION**

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**BACKGROUND INFORMATION**

As stated in the Ministry of Education memo of October 12, 2006, future school board Special Education Plans will be aligned with other Ministry Reporting requirements so that they focus on target setting and improvement planning related to student achievement and program effectiveness.

The review of the current Niagara Catholic District School Board’s Special Education Plan has occurred in consultation with the Special Education Advisory Committee (SEAC) as per Regulation 464/97.

The “*Building Bridges to Services – 2009 and Beyond*” has been updated and will be submitted to the Ministry Regional Office by July 31, 2009

**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the Special Education Plan, Building Bridges to Services 2009 and Beyond, as presented.

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

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

Approved by: John Crocco, Director of Education

Date: June 16, 2009

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
PUBLIC SESSION  
JUNE 16, 2009**

**TOPIC: APPOINTMENT OF JOHN HOWARD SOCIETY TO THE  
SPECIAL EDUCATION ADVISORY COMMITTEE AS A  
COMMUNITY PARTNER**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the appointment of the John Howard Society to the Special Education Advisory Committee as a Community Partner.

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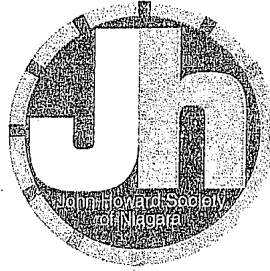
Prepared by: Lee Ann Forsyth-Sells, Superintendent of Education

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

Approved by: John Crocco, Director Of Education

Date: June 16, 2009

210 King Street, St. Catharines, ON L2R 3J9



Phone: (905) 682-2657 Fax: (905) 984-6918

May 1, 2009

Carole Fuhrer, Chair of SEAC  
Niagara Catholic District School Board  
427 Rice Road  
Welland, ON L3C 7C1

Dear Carolyn:

We have received your request.

As you are aware, our organization is involved with Fresh Start and we provide other employment services to your students. Therefore, we would be pleased to accept your invitation to become a member of your Special Education Advisory Committee.

I will determine which of our staff members would be most appropriate. We await the contact by your representative.

Sincerely,

A handwritten signature in black ink, appearing to read 'James L. Wells', written in a cursive style.

James L. Wells  
Executive Director

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
PUBLIC SESSION  
JUNE 16, 2009**

**TOPIC: MINUTES OF THE SUPERVISED ALTERNATIVE  
LEARNING FOR EXCUSED PUPILS MEETING  
OF JUNE 2, 2009**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board receive Minutes of the Supervised Alternative Learning for Excused Pupils Meeting of June 2, 2009, as presented.



NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

**MINUTES OF  
THE SUPERVISED ALTERNATIVE  
LEARNING FOR EXCUSED PUPILS (SALEP) MEETING**

**TUESDAY, JUNE 2, 2009**

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Minutes of the Supervised Alternative Learning for Excused Pupils (S.A.L.E.P.) Committee Meeting of the Niagara Catholic District School Board, held on Tuesday, June 2, 2009 at 6:30 p.m. in the Holy Cross Community Room at the Catholic Education Centre, 427 Rice Road, Welland.

**A. ROUTINE MATTERS**

**1. Opening Prayer**

The meeting was opened with a prayer.

**2. Roll Call**

Committee Members:

Kathy Burtnik – Trustee

Frank Fera – Trustee

Lee Ann Forsyth-Sells – Superintendent of Education

Mike Gorman – Community Representative

Staff:

Michael Diamond, Vice-Principal, St. Francis Catholic Secondary School

Joe Santone, Attendance Counsellor

**3. Approval of the Agenda**

Moved by Trustee Burtnik

**THAT** the agenda for the June 2, 2009 Supervised Alternative Learning for Excused Pupils Committee Meeting be approved, as presented.

**Approved**



4. **Designation of Chairperson**

Moved by Trustee Burtnik

**THAT** Frank Fera be designated as the Chair of the Supervised Alternative Learning for Excused Pupils Committee.

**Approved**

5. **Supervised Alternative Learning for Excused Pupils (S.A.L.E.P.) Regulation 308**

Chair Fera asked Superintendent Forsyth-Sells to review Regulation 308 with the Committee. Superintendent Forsyth-Sells highlighted the program options, the committee composition, and the role of the committee.

6. **Application Discussion**

Chair Fera asked the members to review the application submitted to the Supervised Alternative Learning for Excused Pupils' Committee. There was a discussion of the application with Michael Diamond and Joe Santone providing information about the application. In addition, there was a discussion about the S.A.L.E.P. program for the student, and the student's continued success in this program and other future learning opportunities for the student in the Niagara Catholic District School Board with the goals of earning credits and graduating from secondary school.

7. **Approval of the Supervised Alternative Learning for Excused Pupils' Application**

Moved by Trustee Burtnik

**THAT** the Supervised Alternative Learning for Excused Pupils' application be approved as presented.

**Approved**

8. **Adjournment**

Moved by Trustee Burtnik

**THAT** the Supervised Alternative Learning for Excused Pupils' Meeting be adjourned.

**Approved**

The meeting was adjourned at 7:00 p.m.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
PUBLIC SESSION  
JUNE 16, 2009**

**TOPIC: FINANCIAL REPORTS  
MONTHLY BANKING TRANSACTIONS  
MAY 2009**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board receive the report on the Monthly Banking Transactions for the month of May 2009, as presented for information.

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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: June 16, 2009



NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

**REPORT TO THE BOARD MEETING  
JUNE 16, 2009**

**MONTHLY BANKING TRANSACTIONS  
FOR THE MONTH OF MAY, 2009**

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**BACKGROUND INFORMATION**

In accordance with the Monthly Financial Reports Policy Statement, we are pleased to enclose the Monthly Banking Transactions for the month of May, 2009 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 Niagara Catholic District School Board receive the Report on the Monthly Banking Transactions for the month of May, 2009 as presented.

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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: June 16, 2009

## Appendix A

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD REPORT ON BANKING TRANSACTIONS SUMMARY OF BANK TRANSACTIONS FOR THE MONTH OF:		MAY, 2009
DESCRIPTION OF ITEMS		BANK ACCOUNT
<b>CASH BALANCE AT BEGINNING OF MONTH</b>	<b>(A)</b>	<b>38,362,926</b>
<b>OPERATING CASH RECEIPTS FOR THE MONTH</b>		
1. GENERAL LEGISLATIVE GRANTS		13,722,942
2. OTHER GRANTS (EPO, O.E.Y.C.)		176,527
3. INTEREST REVENUE		16,400
4. MUNICIPAL TAXES		0
5. TUITION FEES REVENUE - A.C.E. & OTHER		735,627
6. CHARITABLE DONATIONS		6,060
7. GOVERNMENT REBATES (GST 68% REBATE ON TAXABLE PURCHASES)		0
8. RECOVERY OF COSTS (LTD, WCB, BENEFITS, OTHER REIMBURSEMENTS))		163,606
9. OTHER CASH RECEIPTS		
- Reimbursements of Employee Benefits		11,171
- Other ( Sale of Land & Building - St. Bosco, Port Colborne)		0
10. PROCEEDS FROM DEBENTURE ISSUE (NET)		0
11. CAPITAL LOAN PRINCIPAL ADVANCES		0
<b>TOTAL OPERATING CASH RECEIPTS AND LOAN ADVANCE</b>	<b>(B)</b>	<b>14,832,334</b>
<b>OPERATING CASH DISBURSEMENTS FOR THE MONTH</b>		
1. ACCOUNTS PAYABLE (NET OF CANCELLED CHEQUES AND DEBT REPAYMENTS)		(18,037,412)
2. TEACHER PENSION DEDUCTIONS		(1,129,461)
3. O.M.E.R.S. PENSION DEDUCTIONS		(316,617)
4. CANADA SAVINGS BONDS DEDUCTIONS		(119,788)
5. TRANSFER TO 4 OVER 5 TRUST ACCOUNTS		(43,490)
6. OTHER DEBITS		(49,837)
7. INTEREST PAYMENTS ON CAPITAL DEBT		(596,600)
8. PRINCIPAL PAYMENTS ON CAPITAL DEBT		(279,303)
<b>TOTAL OPERATING CASH DISBURSEMENTS</b>	<b>(C)</b>	<b>(20,572,509)</b>
<b>CASH BALANCE AT END OF MONTH</b>	<b>A + B - C = D</b>	<b>(D) 32,622,750</b>

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD REPORT ON LOAN BALANCES SUMMARY OF LOAN BALANCES AS AT :		MAY, 2009		
The Debentures & Capital Loans are made up as follows:				
Loan Description	Opening Balance	Loan Advances	Loan Repayments	Ending Balance
1. GPL1 Loan 25 YR.	(13,366,968.34)		167,380.28	(13,199,588.06)
2. GPL2 Loan 25 YR.	(10,241,490.45)		111,923.10	(10,129,567.35)
3. GPL3 Loan 25 YR.	(4,683,110.00)		0.00	(4,683,110.00)
4. Capital Loan 20YR.	0.00			0.00
5. Capital Loan 20YR.	0.00			0.00
6. Debenture (Niagara Region)	(2,373,000.00)			(2,373,000.00)
7. Debenture (Niagara Region)	(3,910,000.00)			(3,910,000.00)
8. Capital Projects - Completed 2001	(21,188,846.99)			(21,188,846.99)
9. Capital Projects - Completed 2002/03	(22,632,733.02)		0.00	(22,632,733.02)
10. Capital Projects - Completed 2004/05	(9,084,725.98)			(9,084,725.98)
11. Capital Projects - Completed 2005/06	(8,284,057.99)			(8,284,057.99)
<b>Total Debentures &amp; Capital Loans</b>	<b>(95,764,932.77)</b>	<b>0.00</b>	<b>279,303.38</b>	<b>(95,485,629.39)</b>

PREPARED BY : William Turnath  
 PRESENTED BY: Larry Reich

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
PUBLIC SESSION  
JUNE 16, 2009**

**TOPIC: FINANCIAL REPORTS  
STATEMENT OF REVENUE AND EXPENDITURES  
MAY 31, 2009**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board receive the Statement of Revenue and Expenditures as at May 31, 2009, as presented for information.

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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: June 16, 2009



NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

**REPORT TO THE BOARD MEETING  
JUNE 16, 2009**

**STATEMENT OF REVENUE AND EXPENDITURES  
AS AT MAY 31, 2009**

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In accordance with the Monthly Financial Reports Policy Statement, we are pleased to enclose the Statement of Revenue and Expenditures as at May 31, 2009 for the Niagara Catholic District School Board. (See Appendix A)

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

**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board receive the Report on the Statement of Revenue and Expenditures as at May 31, 2009 as presented.

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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: June 16, 2009

# Appendix A

## NIAGARA CATHOLIC DISTRICT SCHOOL BOARD SUMMARY OF REVENUE AND EXPENDITURES AS AT MAY 31, 2009

ACCOUNT DISCRIPTION	THIS YEAR					LAST YEAR		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMITTED	EXPENDED	BUDGET	% AVAIL
<b>REVENUE</b>								
REVENUE	-166,207,375	-221,457,181	24.9%	-55,249,806	0	-162,580,589	-212,646,964	23.5%
<b>TOTAL REVENUE</b>	<b>-166,207,375</b>	<b>-221,457,181</b>	<b>24.9%</b>	<b>-55,249,806</b>	<b>0</b>	<b>-162,580,589</b>	<b>-212,646,964</b>	<b>23.5%</b>
<b>EXPENDITURES</b>								
BOARD ADMINISTRATION	5,415,236	7,168,736	24.5%	1,753,500	161,378	5,153,186	6,606,215	22.0%
ELEMENTARY SCHOOLS	80,985,478	103,557,494	21.8%	22,572,016	205,101	73,895,028	97,928,567	24.5%
SECONDARY SCHOOLS	48,541,564	62,845,816	22.8%	14,304,252	246,371	45,004,895	58,818,923	23.5%
CONTINUING EDUCATION	4,118,478	5,986,817	31.2%	1,868,339	34,224	3,824,890	5,362,378	28.7%
PLANT OPERATIONS	12,560,504	16,683,203	24.7%	4,122,699	150,226	12,505,719	16,408,479	23.8%
PLANT MAINTENANCE	2,474,056	3,358,014	26.3%	883,958	68,796	2,546,247	3,034,096	16.1%
TRANSPORTATION	8,540,217	10,779,861	20.8%	2,239,645	3	7,948,552	9,177,427	13.4%
CAPITAL AND OTHER EXPENDITURES	7,301,313	11,077,240	34.1%	3,775,927	157,881	10,719,815	15,310,879	30.0%
<b>TOTAL EXPENDITURES</b>	<b>169,936,846</b>	<b>221,457,181</b>	<b>23.3%</b>	<b>51,520,336</b>	<b>1,023,980</b>	<b>161,598,332</b>	<b>212,646,964</b>	<b>24.0%</b>

PREPARED BY : William Tumath.  
Finance Department

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN**  
**FOR THE PERIOD ENDED ENDED: MAY 31,2009**

**BOARD ADMINISTRATION**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE				
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL		
<b>SALARY &amp; BEN - TRUSTEES</b>										
<b>SALARY &amp; BEN - TRUSTEES</b>										
31 101	TRUSTEE HONORARIUM	72,732	102,107	28.8	29,375	0	73,073	105,673	30.9	
31 201	BENEFITS - TRUSTEES	2,781	5,412	48.6	2,631	0	2,708	5,560	51.3	
31 317	PROFESSIONAL DEVELOPMENT (NT)	7,039	30,000	76.5	22,961	0	10,036	30,000	66.6	
31 361	TRAVEL EXPENSE	4,797	10,000	52.0	5,203	0	1,381	10,000	86.2	
31 408	NETWORK SYSTEM	2,160	0	0.0	2,160-	0	2,160	0	0.0	
31 413	COURIER & MOVING	1,832	5,000	63.4	3,168	0	308	5,000	93.8	
31 552	ADDITIONAL - COMPUTERS	3,975	0	0.0	3,975-	0	0	0	0.0	
31 701	OCSTA & OCSEA FEES	79,512	75,000	6.0-	4,512-	0	74,101	75,000	1.2	
<b>TOTAL - SALARY &amp; BEN - TRUSTEES</b>		<b>174,828</b>	<b>227,519</b>	<b>23.2</b>	<b>52,691</b>	<b>0</b>	<b>163,767</b>	<b>231,233</b>	<b>29.2</b>	
<b>SALARY &amp; BEN - SENIOR STAFF</b>										
32 102	SENIOR STAFF	727,415	964,257	24.6	236,842	0	719,543	914,131	21.3	
32 202	BENEFITS - SENIOR STAFF	64,692	87,163	25.8	22,471	0	62,002	82,551	24.9	
32 362	TRAVEL ALLOWANCE	548	0	0.0	548-	0	10,339	15,000	31.1	
32 673	VEHICLE INSURANCE	0	0	0.0	0	0	3,078	0	0.0	
<b>TOTAL - SALARY &amp; BEN - SENIOR ST</b>		<b>792,655</b>	<b>1,051,420</b>	<b>24.6</b>	<b>258,765</b>	<b>0</b>	<b>794,962</b>	<b>1,011,682</b>	<b>21.4</b>	
<b>SALARY &amp; BEN - MANAGERS</b>										
33 103	DEPARTMENT MANAGERS	337,619	537,324	37.2	199,705	0	364,265	529,043	31.2	
33 113	COORDINATORS	114,922	174,000	34.0	59,078	0	0	0	0.0	
33 203	BENEFITS - DEPT. MANAGERS	69,337	131,627	47.3	62,290	0	67,246	106,392	36.8	
33 213	BENEFITS - COORDINATORS	15,132	10,302	46.9-	4,830-	0	0	0	0.0	
34 103	DEPARTMENT MANAGERS	84,526	120,000	29.6	35,475	0	76,477	153,827	50.3	
34 113	COORDINATORS	83,790	118,159	29.1	34,369	0	0	0	0.0	
34 203	BENEFITS - DEPT. MANAGERS	15,089	23,285	35.2	8,196	0	13,993	30,763	54.5	
34 213	BENEFITS - COORDINATORS	16,745	22,928	27.0	6,183	0	0	0	0.0	
35 103	DEPARTMENT MANAGERS	168,964	235,144	28.1	66,180	0	161,863	234,297	30.9	
35 203	BENEFITS - DEPT. MANAGERS	32,416	46,432	30.2	14,016	0	31,608	47,002	32.8	
<b>TOTAL - SALARY &amp; BEN - MANAGERS</b>		<b>938,540</b>	<b>1,419,201</b>	<b>33.9</b>	<b>480,662</b>	<b>0</b>	<b>715,452</b>	<b>1,101,324</b>	<b>35.0</b>	
<b>SALARY &amp; BENEFITS - TECHNICAL</b>										
33 104	COURIER STAFF	28,205	38,550	26.8	10,345	0	26,312	33,479	21.4	
33 110	TECHNICAL & OPERATIONS	0	0	0.0	0	0	146	44,228	99.7	
33 204	BENEFITS - COURIER STAFF	7,449	9,743	23.6	2,294	0	6,960	8,759	20.5	
33 210	BENEFITS - TECHNICAL STAFF	0	0	0.0	0	0	6	11,329	99.9	
35 110	TECHNICAL & OPERATIONS	33,079	46,134	28.3	13,055	0	47,334	85,684	44.8	
35 116	OVERTIME	431	0	0.0	431-	0	896	0	0.0	
35 210	BENEFITS - TECHNICAL STAFF	8,013	7,191	11.4-	822-	0	9,561	18,089	47.1	
44 108	CARETAKER	91,585	100,000	8.4	8,415	0	60,519	0	0.0	



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN**  
**FOR THE PERIOD ENDED ENDED: MAY 31,2009**

**BOARD ADMINISTRATION**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE				
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL		
44 109 CLEANER	23,551	29,741	20.8	6,190	0	21,473	0	0.0		
44 118 CARETAKER REPLACEMENT	3,444	0	0.0	3,444-	0	6,203	84,114	92.6		
44 119 CLEANER REPLACEMENT	3,440	0	0.0	3,440-	0	843	42,057	98.0		
44 141 MODIFIED WORK - CARETAKERS	3,660	0	0.0	3,660-	0	15,194	0	0.0		
44 208 BENEFITS - CARETAKER	22,237	25,274	12.0	3,037	0	13,307	22,009	39.5		
44 209 BENEFITS - CLEANER	3,057	7,517	59.3	4,460	0	4,202	11,003	61.8		
44 218 BENEFITS - CARETAKER REPL.	323	0	0.0	323-	0	383	0	0.0		
44 219 BENEFITS - CLEANER REPL.	55	0	0.0	55-	0	81	0	0.0		
44 241 BENEFITS - MODIFIED WORK (CTKRS)	10,193	0	0.0	10,193-	0	3,145	0	0.0		
<b>TOTAL - SALARY &amp; BENEFITS - TECH</b>	<b>238,722</b>	<b>264,150</b>	<b>9.6</b>	<b>25,428</b>	<b>0</b>	<b>216,565</b>	<b>360,751</b>	<b>40.0</b>		

**SALARY & BEN - CLERICAL**

33 112 CLERICAL	985,024	1,386,778	29.0	401,754	0	907,270	1,269,682	28.5	
33 116 OVERTIME	2,440	20,000	87.8	17,560	0	12,545	10,000	25.5-	
33 212 BENEFITS - CLERICAL	225,664	377,771	40.3	152,107	0	232,248	339,944	31.7	
34 112 CLERICAL	237,510	295,526	19.6	58,016	0	326,179	324,835	0.4-	
34 212 BENEFITS - CLERICAL	52,700	71,409	26.2	18,709	0	68,952	81,483	15.4	
<b>TOTAL - SALARY &amp; BEN - CLERICAL</b>	<b>1,503,338</b>	<b>2,151,484</b>	<b>30.1</b>	<b>648,146</b>	<b>0</b>	<b>1,547,194</b>	<b>2,025,944</b>	<b>23.6</b>	

**SALARY & BEN - TEMPORARY**

33 115 TEMPORARY ASSISTANT	50,078	60,000	16.5	9,922	0	33,039	50,000	33.9	
33 215 BENEFITS - TEMP ASSISTANT	4,353	4,969	12.4	616	0	2,344	4,431	47.1	
34 115 TEMPORARY ASSISTANT	24,241	0	0.0	24,241-	0	24,355	10,000	143.6-	
34 215 BENEFITS - TEMP ASSISTANT	2,271	0	0.0	2,271-	0	2,095	850	146.5-	
<b>TOTAL - SALARY &amp; BEN - TEMPORAR</b>	<b>80,943</b>	<b>64,969</b>	<b>24.6-</b>	<b>15,974-</b>	<b>0</b>	<b>61,833</b>	<b>65,281</b>	<b>5.3</b>	

**PROFESSIONAL DEVELOPMENT**

33 317 PROFESSIONAL DEVELOPMENT (NT)	17,042	40,000	57.4	22,958	0	21,719	40,000	45.7	
33 318 PROF. MEMBERSHIPS	14,912	15,000	0.6	88	0	15,328	15,000	2.2-	
34 317 PROFESSIONAL DEVELOPMENT (NT)	3,685	2,000	84.3-	1,685-	0	2,460	0	0.0	
34 318 PROF. MEMBERSHIPS	909	0	0.0	909-	0	1,116	0	0.0	
34 319 COURSE SUBSIDY	2,475	3,000	17.5	525	0	2,603	5,000	48.0	
35 317 PROFESSIONAL DEVELOPMENT (NT)	0	0	0.0	0	0	3,730	0	0.0	
<b>TOTAL - PROFESSIONAL DEVELOPME</b>	<b>39,023</b>	<b>60,000</b>	<b>35.0</b>	<b>20,977</b>	<b>0</b>	<b>46,956</b>	<b>60,000</b>	<b>21.7</b>	

**SUPPLIES & SERV - BUSINESS ADMIN.**

33 325 COMPUTER SOFTWARE/CD ROM	1,173	10,000	88.3	8,827	0	11,210	10,000	12.1-	
33 336 PRINTING & COPIER	44,634	25,000	78.5-	19,634-	218	46,589	25,000	86.4-	
33 337 PRINT SHOP	124,427	120,000	3.7-	4,427-	60,840	73,884	80,000	7.7	
33 352 150 YEARS - CATHOLIC EDUCATION	0	0	0.0	0	0	639	0	0.0	
33 353 ADVERTISING & PROMOTION	58,051	45,000	29.0-	13,051-	0	30,816	35,000	12.0	

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN**  
**FOR THE PERIOD ENDED ENDED: MAY 31,2009**

**BOARD ADMINISTRATION**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE				
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL		
33 354 PROMOTION	34,598	30,000	15.3-	4,598-	0	721	15,000	95.2		
33 361 TRAVEL EXPENSE	9,495	10,000	5.1	505	0	9,085	10,000	9.2		
33 401 REPAIRS - F & E	556	2,493	77.7	1,937	27	0	2,500	100.0		
33 402 REPAIRS - COMPUTERS	7,003	0	0.0	7,003-	0	1,607	0	0.0		
33 404 REPAIRS - TELEPHONE	20,231	0	0.0	20,231-	1	19,343	0	0.0		
33 405 TELEPHONE - VOICE	34,659	67,500	48.7	32,841	2,807	45,987	82,500	44.3		
33 406 DATA COMMUNICATION LINES	1,527	0	0.0	1,527-	0	1,541	0	0.0		
33 407 CELLULAR	19,596	35,000	44.0	15,404	0	24,675	10,000	146.8-		
33 408 NETWORK SYSTEM	10,219	0	0.0	10,219-	0	33,371	0	0.0		
33 409 NETWORK PAGERS	4,006	0	0.0	4,006-	0	3,091	0	0.0		
33 410 OFFICE SUPPLIES & SERVICES	59,500	80,000	25.6	20,500	6,484	77,692	75,000	3.6-		
33 411 POSTAGE	10,340	20,000	48.3	9,660	435	10,779	25,000	56.9		
33 412 SUBSCRIPTIONS	7,181	10,000	28.2	2,819	367	10,140	10,000	1.4-		
33 413 COURIER & MOVING	16,765	20,000	16.2	3,235	0	12,569	20,000	37.2		
33 414 PUBLICATIONS & NEWSLETTERS	988	0	0.0	988-	0	0	15,000	100.0		
33 420 HOSPITALITY	9,894	10,000	1.1	106	0	16,410	20,000	18.0		
33 710 INTEREST CHARGES	13,967	5,000	179.3-	8,967-	0	12,306	5,000	146.1-		
<b>TOTAL - SUPPLIES &amp; SERV - BUSINES</b>	<b>488,810</b>	<b>489,993</b>	<b>0.2</b>	<b>1,183</b>	<b>71,179</b>	<b>442,455</b>	<b>440,000</b>	<b>0.6-</b>		

**SUPPLIES & SERV - HUMAN RESOURCES**

34 325 COMPUTER SOFTWARE/CD ROM	0	5,000	100.0	5,000	0	62,093	10,000	520.9-	
34 361 TRAVEL EXPENSE	4,079	2,500	63.2-	1,579-	0	1,682	2,500	32.7	
34 406 DATA COMMUNICATION LINES	0	5,000	100.0	5,000	0	0	0	0.0	
34 407 CELLULAR	737	2,500	70.5	1,763	0	428	2,500	82.9	
34 420 HOSPITALITY	5,090	10,000	49.1	4,910	663	5,304	10,000	47.0	
34 421 RECRUITMENT OF STAFF	4,976	5,000	0.5	24	0	8,879	5,000	77.6-	
<b>TOTAL - SUPPLIES &amp; SERV - HUMAN</b>	<b>14,882</b>	<b>30,000</b>	<b>50.4</b>	<b>15,118</b>	<b>663</b>	<b>78,386</b>	<b>30,000</b>	<b>161.3-</b>	

**SUPPLIES & SERV - COMPUTER SERVICE**

35 325 COMPUTER SOFTWARE/CD ROM	1,269	20,000	93.7	18,731	0	11,369	0	0.0	
35 361 TRAVEL EXPENSE	6,684	2,500	167.4-	4,184-	0	7,183	2,500	187.3-	
35 402 REPAIRS - COMPUTERS	44,585	50,000	10.8	5,415	8,659	96,473	40,000	141.2-	
35 407 CELLULAR	9,577	5,000	91.5-	4,577-	0	8,395	5,000	67.9-	
35 408 NETWORK SYSTEM	13,670	25,000	45.3	11,330	1,865	14,050	50,000	71.9	
<b>TOTAL - SUPPLIES &amp; SERV - COMPUT</b>	<b>75,785</b>	<b>102,500</b>	<b>26.1</b>	<b>26,715</b>	<b>10,524</b>	<b>137,470</b>	<b>97,500</b>	<b>41.0-</b>	

**SUPPLIES & SERV - PLANT OPERATIONS**

44 341 HYDRO	86,995	350,000	75.1	263,005	0	78,722	350,000	77.5	
44 343 HEATING - GAS	83,182	0	0.0	83,182-	0	66,606	0	0.0	
44 346 WATER & SEWAGE	6,974	0	0.0	6,974-	184	12,435	0	0.0	
44 371 CLEANING PRODUCTS	5,400	0	0.0	5,400-	289	4,285	0	0.0	

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN**  
**FOR THE PERIOD ENDED ENDED: MAY 31,2009**

**BOARD ADMINISTRATION**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE				
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL		
44 372	CLEANING TOOLS	978	0	0.0	978-	0	2,454	0	0.0	
44 373	TOILET PAPER	760	0	0.0	760-	145	973	0	0.0	
44 377	INTRUSION ALARMS	14,316	0	0.0	14,316-	1,077	13,470	0	0.0	
44 378	FIRE SAFETY	10,557	0	0.0	10,557-	3	14,494	0	0.0	
44 379	REPAIRS - HEALTH & SAFETY	8,965	0	0.0	8,965-	13,327	4,671	0	0.0	
44 380	REPAIRS - EQUIPMENT	494	0	0.0	494-	0	872	0	0.0	
44 381	ASPHALT/CONCRETE	3,658	0	0.0	3,658-	1	26,289	0	0.0	
44 382	FENCING	0	0	0.0	0	0	483	0	0.0	
44 383	LANDSCAPING	74,826	0	0.0	74,826-	2,835	2,657	0	0.0	
44 384	DRAINAGE	6,513	0	0.0	6,513-	1,271	1,459	0	0.0	
44 385	GRASS CUTTING	11,782	0	0.0	11,782-	0	4,286	0	0.0	
44 386	SNOW PLOWING	22,880	0	0.0	22,880-	0	29,829	0	0.0	
44 388	GARBAGE DISPOSAL	1,621	0	0.0	1,621-	819	1,539	0	0.0	
44 389	LINE MARKING	0	0	0.0	0	1	0	0	0.0	
44 417	SECURITY & SURVIELANCE	14,020	0	0.0	14,020-	212	0	0	0.0	
44 418	CONTRACTED CLEANING	9,965	0	0.0	9,965-	0	18,190	0	0.0	
44 611	RENTAL/LEASE - NON INSTRUCT ACCO	61,295	92,500	33.7	31,205	15,939	36,544	92,500	60.5	
44 653	PROFESSIONAL FEES	2,276	0	0.0	2,276-	4,179	1,995	0	0.0	
<b>TOTAL - SUPPLIES &amp; SERV - PLANT O</b>		<b>427,457</b>	<b>442,500</b>	<b>3.4</b>	<b>15,043</b>	<b>40,282</b>	<b>322,253</b>	<b>442,500</b>	<b>27.2</b>	

**SUPPLIES & SERVICES- BUILDING MTC.**

44 401	REPAIRS - F & E	0	0	0.0	0	27	0	0	0.0	
44 430	SCHOOL GENERAL MAINTENANCE	0	0	0.0	0	0	170	0	0.0	
44 458	P.A. & TELEPHONE SYSTEMS	0	0	0.0	0	0	6,542	0	0.0	
44 459	CLOCK SYSTEMS	105	0	0.0	105-	1	0	0	0.0	
44 460	H.V.A.C.	39,577	0	0.0	39,577-	475	34,450	0	0.0	
44 461	BOILER REPAIR	577	0	0.0	577-	0	22,167	0	0.0	
44 462	ELECTRICAL REPAIR	10,426	0	0.0	10,426-	1	14,249	0	0.0	
44 463	ROOFING	709	0	0.0	709-	4	2,213	0	0.0	
44 464	WINDOW GLASS & FRAME	1,993	0	0.0	1,993-	4	2,796	0	0.0	
44 465	PLUMBING	13,067	0	0.0	13,067-	1	14,028	0	0.0	
44 466	PAINTING	2,919	0	0.0	2,919-	5	1,708	0	0.0	
44 467	PORTABLES	409	0	0.0	409-	0	542	0	0.0	
44 468	FLOOR & CEILING	6,175	0	0.0	6,175-	0	27,275	0	0.0	
44 469	HARDWARE	7,973	0	0.0	7,973-	0	11,515	0	0.0	
44 470	CARPENTRY	693	0	0.0	693-	0	23,921	0	0.0	
44 471	DRAPERY	9,806	0	0.0	9,806-	0	1,306	0	0.0	
44 472	MASONRY	0	0	0.0	0	2	7,061	0	0.0	
44 473	TOOLS	5,877	0	0.0	5,877-	0	7,632	0	0.0	
44 654	OTHER CONTRACTUAL SERVICES	13,219	150,000	91.2	136,781	1	33,463	100,000	66.5	

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN**  
**FOR THE PERIOD ENDED ENDED: MAY 31,2009**

**BOARD ADMINISTRATION**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE				
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL		
44 680 LIFTING DEVICES	183	0	0.0	183-	0	0	0	0.0		
44 759 BUILDINGS	16,844	0	0.0	16,844-	12,730	0	0	0.0		
<b>TOTAL - SUPPLIES &amp; SERVICES- BUIL</b>	<b>130,552</b>	<b>150,000</b>	<b>13.0</b>	<b>19,448</b>	<b>13,251</b>	<b>211,038</b>	<b>100,000</b>	<b>111.0-</b>		
<b>FURNITURE &amp; EQUIPMENT</b>										
33 551 ADDITIONAL - FURNITURE	19,733	10,000	97.3-	9,733-	6,156	9,643	10,000	3.6		
33 552 ADDITIONAL - COMPUTERS	77,295	90,000	14.1	12,705	0	20,674	50,000	58.7		
35 552 ADDITIONAL - COMPUTERS	38,107	35,000	8.9-	3,107-	0	11,121	0	0.0		
<b>TOTAL - FURNITURE &amp; EQUIPMENT</b>	<b>135,135</b>	<b>135,000</b>	<b>0.1-</b>	<b>135-</b>	<b>6,156</b>	<b>41,438</b>	<b>60,000</b>	<b>30.9</b>		
<b>FEES &amp; CONTRACTS</b>										
33 651 AUDIT FEES	7,112	75,000	90.5	67,888	0	0	75,000	100.0		
33 652 LEGAL FEES	36,475	75,000	51.4	38,525	0	30,452	75,000	59.4		
33 653 PROFESSIONAL FEES	7,400	10,000	26.0	2,600	0	16,716	10,000	67.2-		
34 653 PROFESSIONAL FEES	29,739	70,000	57.5	40,261	168	106,282	70,000	51.8-		
35 653 PROFESSIONAL FEES	36,758	60,000	38.7	23,242	0	18,677	60,000	68.9		
35 661 SOFTWARE LICENSES & SUPPORT	236,155	225,000	5.0-	11,155-	8,458	148,901	75,000	98.5-		
35 662 HARDWARE MAINTENANCE & SUPPORT	13,959	25,000	44.2	11,041	10,697	35,737	175,000	79.6		
<b>TOTAL - FEES &amp; CONTRACTS</b>	<b>367,598</b>	<b>540,000</b>	<b>31.9</b>	<b>172,402</b>	<b>19,323</b>	<b>356,765</b>	<b>540,000</b>	<b>33.9</b>		
<b>MISCELLANEOUS EXPENDITURES</b>										
33 702 SCHOOL COUNCILS/CPTA FEES	0	5,000	100.0	5,000	0	0	5,000	100.0		
33 704 DIRECTOR'S DISCRETIONARY	0	2,500	100.0	2,500	0	0	2,500	100.0		
33 707 BOARD APPRECIATION NIGHT	1,038-	15,000	106.9	16,038	0	5,054	15,000	66.3		
33 708 SCHOLARSHIP	1,500	2,500	40.0	1,000	0	0	2,500	100.0		
33 709 TRIBUTES & GIFTS	6,506	15,000	56.6	8,494	0	11,598	15,000	22.7		
<b>TOTAL - MISCELLANEOUS EXPENDIT</b>	<b>6,968</b>	<b>40,000</b>	<b>82.6</b>	<b>33,032</b>	<b>0</b>	<b>16,652</b>	<b>40,000</b>	<b>58.4</b>		
<b>TOTAL - BOARD ADMINISTRATION</b>	<b>5,415,236</b>	<b>7,168,736</b>	<b>24.5</b>	<b>1,753,501</b>	<b>161,378</b>	<b>5,153,186</b>	<b>6,606,215</b>	<b>22.0</b>		

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN**  
**FOR THE PERIOD ENDED ENDED: MAY 31,2009**

**ELEMENTARY SCHOOLS**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE				
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL		
<b>CLASSROOM TEACHERS</b>										
<b>CLASSROOM TEACHERS</b>										
10 165	SECONDMENT LEAVE	106,377	0	0.0	106,377-	0	102,749	0	0.0	
10 170	REGULAR DAY SCHOOL TEACHER	32,787,491	43,450,227	24.5	10,662,736	0	30,610,478	38,991,243	21.5	
10 171	SPECIAL EDUCATION TEACHERS	3,435,895	3,961,762	13.3	525,867	0	3,182,197	4,081,171	22.0	
10 172	PREP & PLANNING TEACHER	651,218	0	0.0	651,218-	0	634,294	4,623,615	86.3	
10 173	HOME INSTRUCTION TEACHER	8,356	10,000	16.4	1,644	0	7,006	5,000	40.1-	
10 174	F.S.L. TEACHER GR. 1-3	1,814,073	2,722,000	33.4	907,927	0	1,985,242	1,710,069	16.1-	
10 175	F.S.L. TEACHER GR. 4-8	2,507,992	3,620,000	30.7	1,112,008	0	2,174,594	1,798,394	20.9-	
10 179	E.S.L. TEACHER	774,312	1,220,395	36.6	446,083	0	443,866	427,974	3.7-	
10 180	LEARNING OPPORTUNITY TEACHERS	1,041,523	1,809,186	42.4	767,663	0	992,647	1,657,447	40.1	
10 184	LONG-TERM LEAVE OF ABSENCE	6,260,638	6,000,000	4.3-	260,638-	8,109	4,865,325	5,063,000	3.9	
10 265	BENEFITS - SECONDMENT	10,297	0	0.0	10,297-	0	9,807	0	0.0	
10 270	BENEFITS - REG. DAY SCHOOL TEACHE	3,870,726	5,694,862	32.0	1,824,136	17,167	3,673,293	5,247,602	30.0	
10 271	BENEFITS - SPEC. ED. TEACHERS	371,242	485,483	23.5	114,241	0	347,612	520,613	33.2	
10 272	BENEFITS - PREP & PLANNING TEACHE	74,864	0	0.0	74,864-	0	72,790	583,293	87.5	
10 273	BENEFITS - HOME INSTRUCTION TEAC	658	611	7.7-	47-	0	445	314	41.6-	
10 274	BENEFITS - F.S.L. (GR 1-3)	205,473	333,560	38.4	128,087	0	260,632	215,733	20.8-	
10 275	BENEFITS - F.S.L. (GR 4-8)	289,793	443,602	34.7	153,809	0	260,523	226,876	14.8-	
10 279	BENEFITS - E.S.L. TEACHER	85,422	149,550	42.9	64,128	0	45,239	53,992	16.2	
10 280	BENEFITS - L.O.P. & OTHER TEACHER	111,233	221,701	49.8	110,468	0	106,979	209,096	48.8	
10 284	BENEFITS - LONG TERM OCCASSIONAL	527,848	366,713	43.9-	161,135-	0	417,652	315,216	32.5-	
<b>TOTAL - CLASSROOM TEACHERS</b>		<b>54,935,431</b>	<b>70,489,652</b>	<b>22.1</b>	<b>15,554,221</b>	<b>25,276</b>	<b>50,193,370</b>	<b>65,730,648</b>	<b>23.6</b>	
<b>OCCASSIONAL TEACHERS</b>										
10 181	LONG-TERM SICK LEAVE	202,082	275,000	26.5	72,918	0	229,723	150,000	53.2-	
10 182	SHORT TERM TEACHER REPLACEMENT	1,760,011	1,394,002	26.3-	366,009-	0	1,376,414	1,363,189	1.0-	
10 183	SHORT TERM - OCCASSIONAL TEACHE	0	25,000	100.0	25,000	0	16,244	39,000	58.4	
10 281	BENEFITS - L/T SICK LEAVE	17,455	43,620	60.0	26,165	0	20,723	25,047	17.3	
10 282	BENEFITS - SHORT TERM REPLACEMENT	136,003	221,109	38.5	85,106	0	106,951	227,618	53.0	
10 283	BENEFITS - SHORT TERM OCCASSIONA	0	3,966	100.0	3,966	0	1,498	6,512	77.0	
25 182	SHORT TERM TEACHER REPLACEMENT	0	53,803	100.0	53,803	0	0	53,040	100.0	
25 282	BENEFITS - SHORT TERM REPLACEMENT	0	8,534	100.0	8,534	0	0	8,856	100.0	
<b>TOTAL - OCCASSIONAL TEACHERS</b>		<b>2,115,551</b>	<b>2,025,034</b>	<b>4.5-</b>	<b>90,517-</b>	<b>0</b>	<b>1,751,553</b>	<b>1,873,262</b>	<b>6.5</b>	
<b>TEACHER ASSISTANTS</b>										
10 190	CHILD & YOUTH WORKER	857,650	781,782	9.7-	75,868-	0	762,511	850,000	10.3	
10 191	EDUCATIONAL ASST.	6,288,730	7,399,297	15.0	1,110,567	0	5,740,437	7,124,214	19.4	
10 195	EDUCATIONAL ASST. - TEMPORARY	158,857	150,000	5.9-	8,857-	0	118,195	119,000	0.7	
10 196	TUTORS IN THE CLASSROOM	27,413	0	0.0	27,413-	0	22,899	0	0.0	
10 290	BENEFIT - C & Y WORKERS	192,281	200,156	3.9	7,875	0	165,750	248,082	33.2	

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN**  
**FOR THE PERIOD ENDED ENDED: MAY 31,2009**

**ELEMENTARY SCHOOLS**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE				
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL		
10 291 BENEFITS - ED. ASST.	1,466,765	1,809,633	19.0	342,868	0	1,343,425	1,866,643	28.0		
10 295 BENEFITS - ED. ASST. (TEMP)	11,723	22,013	46.8	10,290	0	8,591	8,280	3.8-		
10 296 BENEFITS - TUTORS IN THE CLASSROO	1,381	0	0.0	1,381-	0	1,102	0	0.0		
21 137 COMMUNICATION ASSISTANT	190,624	175,000	8.9-	15,624-	0	170,139	178,501	4.7		
21 237 BENEFITS - COMM. ASST.	43,978	44,804	1.8	826	0	36,004	52,099	30.9		
<b>TOTAL - TEACHER ASSISTANTS</b>	<b>9,239,402</b>	<b>10,582,685</b>	<b>12.7</b>	<b>1,343,283</b>	<b>0</b>	<b>8,369,053</b>	<b>10,446,819</b>	<b>19.9</b>		

**PROFESSIONAL & PARA-PROFESSIONAL**

10 170 REGULAR DAY SCHOOL TEACHER	837,769	945,000	11.4	107,231	0	763,455	800,000	4.6	
10 270 BENEFITS - REG. DAY SCHOOL TEACHE	96,243	115,803	16.9	19,560	0	89,746	95,999	6.5	
21 131 INTERPRETERS	0	103,000	100.0	103,000	0	0	0	0.0	
21 132 PSYCHOLOGIST	115,800	130,000	10.9	14,200	0	90,627	150,000	39.6	
21 133 SPEECH PATHOLOGIST	226,117	279,707	19.2	53,590	0	246,557	277,721	11.2	
21 134 SOCIAL WORKER	0	20,000	100.0	20,000	0	0	0	0.0	
21 136 SPECIAL NEEDS FACILITATOR	159,255	212,797	25.2	53,542	0	155,657	246,490	36.9	
21 233 BENEFITS - SPEECH PATH.	41,370	81,848	49.5	40,478	0	46,903	63,636	26.3	
21 236 BENEFITS - SPECIAL NEEDS	33,460	62,269	46.3	28,809	0	33,696	56,481	40.3	
22 107 INFO. TECHNOLOGY ASSISTANT	0	0	0.0	0	0	2,077-	0	0.0	
22 116 OVERTIME	23,479	0	0.0	23,479-	0	25,868	0	0.0	
22 135 TECHNICIANS	256,225	386,182	33.7	129,957	0	227,077	342,428	33.7	
22 235 BENEFITS - TECHNICIANS	51,358	83,961	38.8	32,603	0	43,901	77,311	43.2	
25 129 TEACHER TRAINER	4,013	0	0.0	4,013-	0	21,152	57,890	63.5	
25 229 BENEFITS - TEACHER TRAINER	829	0	0.0	829-	0	4,450	13,070	66.0	
<b>TOTAL - PROFESSIONAL &amp; PARA-PRO</b>	<b>1,845,918</b>	<b>2,420,567</b>	<b>23.7</b>	<b>574,649</b>	<b>0</b>	<b>1,747,012</b>	<b>2,181,026</b>	<b>19.9</b>	

**LIBRARY & GUIDANCE**

23 135 TECHNICIANS	1,232,891	1,529,404	19.4	296,513	0	1,189,023	1,532,860	22.4	
23 138 TEMPORARY ASSISTANCE	18,007	25,000	28.0	6,993	0	17,141	0	0.0	
23 235 BENEFITS - TECHNICIANS	311,706	419,804	25.8	108,098	0	303,153	424,333	28.6	
23 238 BENEFITS - TEMPORARY ASSIS ST.SER	1,467	2,084	29.6	617	0	1,352	0	0.0	
<b>TOTAL - LIBRARY &amp; GUIDANCE</b>	<b>1,564,071</b>	<b>1,976,292</b>	<b>20.9</b>	<b>412,221</b>	<b>0</b>	<b>1,510,669</b>	<b>1,957,193</b>	<b>22.8</b>	

**PRINCIPALS & V.P.**

15 151 PRINCIPALS	3,991,996	5,266,085	24.2	1,274,089	0	3,804,031	5,500,000	30.8	
15 152 VICE-PRINCIPALS	451,464	607,000	25.6	155,536	0	414,407	495,441	16.4	
15 251 BENEFITS - PRINCIPALS	392,324	481,253	18.5	88,929	0	391,802	487,249	19.6	
15 252 BENEFITS - VICE PRINCIPALS	44,980	51,410	12.5	6,430	0	44,482	43,891	1.4-	
<b>TOTAL - PRINCIPALS &amp; V.P.</b>	<b>4,880,764</b>	<b>6,405,748</b>	<b>23.8</b>	<b>1,524,984</b>	<b>0</b>	<b>4,654,722</b>	<b>6,526,581</b>	<b>28.7</b>	

**SCHOOL SECRETARIES**

15 112 CLERICAL	1,334,696	1,792,399	25.5	457,703	0	1,220,311	1,623,462	24.8	
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**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN**  
**FOR THE PERIOD ENDED ENDED: MAY 31,2009**

**ELEMENTARY SCHOOLS**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE				
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL		
15 115 TEMPORARY ASSISTANT	41,447	50,000	17.1	8,553	0	48,183	40,000	20.5-		
15 212 BENEFITS - CLERICAL	340,272	506,759	32.9	166,487	0	319,922	484,347	34.0		
15 215 BENEFITS - TEMP ASSISTANT	3,273	4,212	22.3	939	0	2,482	3,479	28.7		
<b>TOTAL - SCHOOL SECRETARIES</b>	<b>1,719,688</b>	<b>2,353,370</b>	<b>26.9</b>	<b>633,682</b>	<b>0</b>	<b>1,590,898</b>	<b>2,151,288</b>	<b>26.1</b>		

**TEACHER CONSULTANTS**

21 161 CONSULTANT TEACHER	142,886	200,000	28.6	57,115	0	128,873	200,000	35.6
21 162 CO-ORDINATOR TEACHER	125,209	180,000	30.4	54,791	0	124,482	173,000	28.1
21 163 PROGRAM OFFICER	87,255	106,000	17.7	18,745	0	83,641	105,000	20.3
21 261 BENEFITS - CONSULTANT	20,405	24,508	16.7	4,103	0	13,785	25,664	46.3
21 262 BENEFITS - CO-ORDINATOR	14,581	22,059	33.9	7,478	0	13,551	18,450	26.6
21 263 BENEFITS - PROGRAM OFFICER	8,178	12,989	37.0	4,811	0	7,829	13,246	40.9
25 161 CONSULTANT TEACHER	395,469	914,000	56.7	518,531	0	323,927	700,500	53.8
25 162 CO-ORDINATOR TEACHER	8,765	0	0.0	8,765-	0	0	0	0.0
25 163 PROGRAM OFFICER	87,755	106,000	17.2	18,245	0	102,513	105,000	2.4
25 261 BENEFITS - CONSULTANT	43,346	112,003	61.3	68,657	0	33,576	88,371	62.0
25 263 BENEFITS - PROGRAM OFFICER	11,319	12,989	12.9	1,670	0	7,570	13,246	42.9
<b>TOTAL - TEACHER CONSULTANTS</b>	<b>945,168</b>	<b>1,690,548</b>	<b>44.1</b>	<b>745,381</b>	<b>0</b>	<b>839,747</b>	<b>1,442,477</b>	<b>41.8</b>

**PROFESSIONAL DEVELOPMENT**

10 315 PROF. DEVELOP. - ACADEMIC	78,906	170,000	53.6	91,094	1,532	36,713	170,000	78.4
15 314 PROF. DEVEL. SCHOOL SEC.	2,789	0	0.0	2,789-	0	0	0	0.0
15 317 PROFESSIONAL DEVELOPMENT (NT)	16,963	130,000	87.0	113,037	491	71,090	130,000	45.3
21 315 PROF. DEVELOP. - ACADEMIC	0	0	0.0	0	0	3,338	25,000	86.7
21 317 PROFESSIONAL DEVELOPMENT (NT)	12,776	25,000	48.9	12,224	0	0	0	0.0
23 317 PROFESSIONAL DEVELOPMENT (NT)	0	20,000	100.0	20,000	0	0	0	0.0
25 317 PROFESSIONAL DEVELOPMENT (NT)	0	25,000	100.0	25,000	0	0	45,000	100.0
<b>TOTAL - PROFESSIONAL DEVELOPEME</b>	<b>111,434</b>	<b>370,000</b>	<b>69.9</b>	<b>258,566</b>	<b>2,023</b>	<b>111,141</b>	<b>370,000</b>	<b>70.0</b>

**CENTRAL PROGRAM CLASSROOM RESOU**

10 320 TEXTBOOKS, LEARNING MATERIAL	507,631	300,000	69.2-	207,631-	0	7,557	300,000	97.5
10 330 CLASSROOM SUPPLIES & SERVICES	710,490	1,204,100	41.0	493,610	58,803	534,974	1,249,475	57.2
21 330 CLASSROOM SUPPLIES & SERVICES	44,939	95,000	52.7	50,061	1,297	48,551	211,554	77.1
<b>TOTAL - CENTRAL PROGRAM CLASS</b>	<b>1,263,060</b>	<b>1,599,100</b>	<b>21.0</b>	<b>336,040</b>	<b>60,100</b>	<b>591,082</b>	<b>1,761,029</b>	<b>66.4</b>

**CLASSROOM SUPPLIES & SERVICES**

10 320 TEXTBOOKS, LEARNING MATERIAL	177,753	410,010	56.7	232,257	6,375	178,002	355,792	50.0
10 330 CLASSROOM SUPPLIES & SERVICES	418,010	728,754	42.6	310,744	20,395	422,990	612,129	30.9
10 333 SPECIAL MINISTRY GRANTS	3,474-	0	0.0	3,474	0	0	0	0.0
10 335 PRINTING & COPIER - INSTR.	238,672	294,700	19.0	56,028	10,494	290,281	310,452	6.5
10 361 TRAVEL EXPENSE	13,739	30,000	54.2	16,261	0	15,024	10,000	50.2-

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
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**FOR THE PERIOD ENDED ENDED: MAY 31,2009**

**ELEMENTARY SCHOOLS**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE				
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL		
10 450 EDUCATIONAL FIELD TRIPS	39,551	126,400	68.7	86,849	2,739	61,687	126,520	51.2		
10 451 SPORT COUNCIL	8,258-	0	0.0	8,258	0	3,971-	0	0.0		
23 320 TEXTBOOKS, LEARNING MATERIAL	56,340	68,706	18.0	12,366	4,931	55,676	66,600	16.4		
<b>TOTAL - CLASSROOM SUPPLIES &amp; SE</b>	<b>932,333</b>	<b>1,658,570</b>	<b>43.8</b>	<b>726,237</b>	<b>44,934</b>	<b>1,019,689</b>	<b>1,481,493</b>	<b>31.2</b>		

**INSTRUCTIONAL SUPPLIES & SERVICES**

21 317 PROFESSIONAL DEVELOPMENT (NT)	2,988	20,000	85.1	17,012	0	5,216	1,313	297.3-		
21 336 PRINTING & COPIER	4,641	15,000	69.1	10,359	0	1,863	1,965	5.2		
21 361 TRAVEL EXPENSE	74,013	100,000	26.0	25,987	0	576	2,060	72.0		
21 402 REPAIRS - COMPUTERS	5,260	5,000	5.2-	260-	0	1,562	1,537	1.6-		
21 407 CELLULAR	4,544	5,000	9.1	456	0	19,280	27,000	28.6		
21 420 HOSPITALITY	1,805	15,000	88.0	13,195	0	9,497	20,000	52.5		
25 317 PROFESSIONAL DEVELOPMENT (NT)	3,692	20,000	81.5	16,308	0	77,019	123,623	37.7		
25 336 PRINTING & COPIER	5,332	7,623	30.1	2,291	0	113	5,000	97.7		
25 361 TRAVEL EXPENSE	14,087	25,000	43.7	10,913	0	5,971	5,000	19.4		
25 402 REPAIRS - COMPUTERS	0	20,000	100.0	20,000	1	9,868	5,000	97.4-		
25 407 CELLULAR	8,577	5,000	71.5-	3,577-	0	4,801	5,000	4.0		
25 420 HOSPITALITY	5,623	10,000	43.8	4,377	0	5,695	50,000	88.6		
<b>TOTAL - INSTRUCTIONAL SUPPLIES &amp;</b>	<b>130,562</b>	<b>247,623</b>	<b>47.3</b>	<b>117,061</b>	<b>1</b>	<b>141,461</b>	<b>247,498</b>	<b>42.8</b>		

**SCHOOL ADMIN. SUPPLIES & SERVICES**

15 325 COMPUTER SOFTWARE/CD ROM	0	0	0.0	0	0	16,064	25,000	35.7		
15 361 TRAVEL EXPENSE	23,214	30,000	22.6	6,786	0	29,246	55,000	46.8		
15 401 REPAIRS - F & E	1,711	0	0.0	1,711-	1,144	3,392	0	0.0		
15 404 REPAIRS - TELEPHONE	80,618	108,876	26.0	28,258	11,909	85,292	58,876	44.9-		
15 405 TELEPHONE - VOICE	131,574	180,000	26.9	48,426	0	189,829	140,000	35.6-		
15 407 CELLULAR	2,895	0	0.0	2,895-	0	2,090	0	0.0		
15 410 OFFICE SUPPLIES & SERVICES	49,009	98,953	50.5	49,944	4,258	55,747	44,499	25.3-		
15 415 SCHOOL COUNCIL (SCH)	31,352	57,640	45.6	26,288	307	23,593	94,390	75.0		
15 416 SCHOOL COUNCIL - SPECIAL	30,375-	0	0.0	30,375	151	17,768-	1,112	697.8		
15 420 HOSPITALITY	11,803	24,400	51.6	12,597	0	17,669	22,800	22.5		
15 422 PRO GRANT	10,649-	0	0.0	10,649	0	10,076-	2,200	558.0		
<b>TOTAL - SCHOOL ADMIN. SUPPLIES &amp;</b>	<b>291,152</b>	<b>499,869</b>	<b>41.8</b>	<b>208,717</b>	<b>17,769</b>	<b>395,078</b>	<b>443,877</b>	<b>11.0</b>		

**COMPUTERS - CLASSROOM**

10 402 REPAIRS - COMPUTERS	17,428	55,000	68.3	37,572	1,465	15,911	75,000	78.8		
10 406 DATA COMMUNICATION LINES	62,947	107,843	41.6	44,896	0	62,569	107,843	42.0		
10 408 NETWORK SYSTEM	265,944	343,899	22.7	77,955	0	263,413	343,899	23.4		
10 552 ADDITIONAL - COMPUTERS	205,641	192,196	7.0-	13,445-	1,890	228,867	202,146	13.2-		
10 661 SOFTWARE LICENSES & SUPPORT	69,372	41,340	67.8-	28,032-	0	14,379	41,340	65.2		
22 361 TRAVEL EXPENSE	14,417	0	0.0	14,417-	0	17,228	0	0.0		



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN**  
**FOR THE PERIOD ENDED ENDED: MAY 31,2009**

**ELEMENTARY SCHOOLS**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE				
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL		
22 402 REPAIRS - COMPUTERS	70,178	55,000	27.6	15,178-	1,027	107,790	100,000	7.8		
22 407 CELLULAR	4,103	0	0.0	4,103-	0	2,166	0	0.0		
<b>TOTAL - COMPUTERS - CLASSROOM</b>	<b>710,030</b>	<b>795,278</b>	<b>10.7</b>	<b>85,248</b>	<b>4,382</b>	<b>712,323</b>	<b>870,228</b>	<b>18.2</b>		
<b>COMPUTERS - NON CLASSROOM</b>										
15 552 ADDITIONAL - COMPUTERS	0	75,000	100.0	75,000	0	375-	75,000	100.5		
<b>TOTAL - COMPUTERS - NON CLASSR</b>	<b>0</b>	<b>75,000</b>	<b>100.0</b>	<b>75,000</b>	<b>0</b>	<b>-375</b>	<b>75,000</b>	<b>100.5</b>		
<b>F &amp; E - CLASSROOM</b>										
10 551 ADDITIONAL - FURNITURE	285,138	325,004	12.3	39,866	49,453	252,705	326,305	22.6		
<b>TOTAL - F &amp; E - CLASSROOM</b>	<b>285,138</b>	<b>325,004</b>	<b>12.3</b>	<b>39,866</b>	<b>49,453</b>	<b>252,705</b>	<b>326,305</b>	<b>22.6</b>		
<b>F &amp; E - NON CLASSROOM</b>										
15 551 ADDITIONAL - FURNITURE	12,247	38,155	67.9	25,908	1,163	14,900	43,843	66.0		
15 601 RENTAL/LEASE - FURNITURE	3,529	5,000	29.4	1,471	0	0	0	0.0		
<b>TOTAL - F &amp; E - NON CLASSROOM</b>	<b>15,776</b>	<b>43,155</b>	<b>63.4</b>	<b>27,379</b>	<b>1,163</b>	<b>14,900</b>	<b>43,843</b>	<b>66.0</b>		
<b>TOTAL - ELEMENTARY SCHOOLS</b>	<b>80,985,478</b>	<b>103,557,495</b>	<b>21.8</b>	<b>22,572,018</b>	<b>205,101</b>	<b>73,895,028</b>	<b>97,928,567</b>	<b>24.5</b>		

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
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**FOR THE PERIOD ENDED ENDED: MAY 31, 2009**

**SECONDARY SCHOOLS**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE				
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL		
<b>CLASSROOM TEACHERS</b>										
<b>CLASSROOM TEACHERS</b>										
10 165	SECONDMENT LEAVE	114,068	0	0.0	114,068-	0	103,322	0	0.0	
10 170	REGULAR DAY SCHOOL TEACHER	27,164,111	34,948,148	22.3	7,784,037	0	25,926,481	27,860,402	6.9	
10 171	SPECIAL EDUCATION TEACHERS	1,117,394	1,752,076	36.2	634,682	0	859,662	1,022,544	15.9	
10 172	PREP & PLANNING TEACHER	0	0	0.0	0	0	0	5,820,737	100.0	
10 173	HOME INSTRUCTION TEACHER	18,928	15,000	26.2-	3,928-	0	13,840	15,000	7.7	
10 179	E.S.L. TEACHER	209,236	183,920	13.8-	25,316-	0	236,067	173,648	36.0-	
10 184	LONG-TERM LEAVE OF ABSENCE	2,236,897	2,350,000	4.8	113,103	0	1,915,656	2,350,000	18.5	
10 265	BENEFITS - SECONDMENT	13,487	0	0.0	13,487-	0	12,889	0	0.0	
10 270	BENEFITS - REG. DAY SCHOOL TEACHE	3,010,193	4,135,795	27.2	1,125,602	0	2,899,408	3,355,452	13.6	
10 271	BENEFITS - SPEC. ED. TEACHERS	123,608	258,105	52.1	134,497	0	90,048	153,181	41.2	
10 272	BENEFITS - PREP & PLANNING TEACHE	0	0	0.0	0	0	0	679,530	100.0	
10 273	BENEFITS - HOME INSTRUCTION TEAC	1,633	892	83.1-	741-	0	945	899	5.1-	
10 279	BENEFITS - E.S.L. TEACHER	22,653	21,080	7.5-	1,573-	0	26,196	20,273	29.2-	
10 284	BENEFITS - LONG TERM OCCASSIONAL	192,598	139,689	37.9-	52,909-	0	171,841	140,780	22.1-	
15 153	DEPARTMENT HEAD - ALLOWANCE	0	357,000	100.0	357,000	0	0	308,000	100.0	
15 253	BENEFITS - DEPT HEAD ALLOWANCE	0	9,689	100.0	9,689	0	0	13,997	100.0	
<b>TOTAL - CLASSROOM TEACHERS</b>		<b>34,224,806</b>	<b>44,171,394</b>	<b>22.5</b>	<b>9,946,588</b>	<b>0</b>	<b>32,256,355</b>	<b>41,914,443</b>	<b>23.0</b>	
<b>OCCASSIONAL TEACHERS</b>										
10 181	LONG-TERM SICK LEAVE	199,810	200,000	0.1	190	0	114,743	100,000	14.7-	
10 182	SHORT TERM TEACHER REPLACEMENT	1,013,476	875,044	15.8-	138,432-	0	893,865	673,151	32.8-	
10 183	SHORT TERM - OCCASSIONAL TEACHE	0	0	0.0	0	0	0	20,000	100.0	
10 281	BENEFITS - L/T SICK LEAVE	16,915	22,893	26.1	5,978	0	10,330	14,348	28.0	
10 282	BENEFITS - SHORT TERM REPLACEMEN	77,837	100,162	22.3	22,325	0	70,552	96,588	27.0	
10 283	BENEFITS - SHORT TERM OCCASSIONA	0	0	0.0	0	0	0	2,869	100.0	
24 182	SHORT TERM TEACHER REPLACEMENT	0	1,908	100.0	1,908	0	0	1,425	100.0	
24 282	BENEFITS - SHORT TERM REPLACEMEN	0	219	100.0	219	0	0	205	100.0	
25 182	SHORT TERM TEACHER REPLACEMENT	0	12,182	100.0	12,182	0	0	13,639	100.0	
25 282	BENEFITS - SHORT TERM REPLACEMEN	0	1,394	100.0	1,394	0	0	1,957	100.0	
<b>TOTAL - OCCASSIONAL TEACHERS</b>		<b>1,308,038</b>	<b>1,213,802</b>	<b>7.8-</b>	<b>94,236-</b>	<b>0</b>	<b>1,089,490</b>	<b>924,182</b>	<b>17.9-</b>	
<b>TEACHER ASSISTANTS</b>										
10 190	CHILD & YOUTH WORKER	230,463	260,166	11.4	29,703	0	205,471	249,732	17.7	
10 191	EDUCATIONAL ASST.	2,282,650	2,621,972	12.9	339,322	0	2,079,237	2,269,426	8.4	
10 195	EDUCATIONAL ASST. - TEMPORARY	77,245	75,000	3.0-	2,245-	0	42,133	50,000	15.7	
10 196	TUTORS IN THE CLASSROOM	15,878	0	0.0	15,878-	0	13,125	0	0.0	
10 290	BENEFIT - C & Y WORKERS	54,487	74,618	27.0	20,131	0	51,849	74,579	30.5	
10 291	BENEFITS - ED. ASST.	527,048	669,410	21.3	142,362	0	493,934	655,350	24.6	
10 295	BENEFITS - ED. ASST. (TEMP)	6,156	6,290	2.1	134	0	3,092	3,700	16.4	

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN**  
**FOR THE PERIOD ENDED: MAY 31, 2009**

**SECONDARY SCHOOLS**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE				
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL		
10 296 BENEFITS - TUTORS IN THE CLASSROOM	699	0	0.0	699-	0	594	0	0.0		
<b>TOTAL - TEACHER ASSISTANTS</b>	<b>3,194,626</b>	<b>3,707,456</b>	<b>13.8</b>	<b>512,830</b>	<b>0</b>	<b>2,889,435</b>	<b>3,302,787</b>	<b>12.5</b>		

**PROFESSIONAL & PARA-PROFESSIONAL**

10 177 CHAPLAIN - NON TEACHER	346,460	472,638	26.7	126,178	0	373,717	445,446	16.1
10 277 BENEFITS - CHAPLAIN NON TEACHER	61,153	110,112	44.5	48,959	0	67,896	107,385	36.8
21 131 INTERPRETERS	26,056	35,845	27.3	9,789	0	25,177	31,900	21.1
21 134 SOCIAL WORKER	57,277	78,381	26.9	21,104	0	51,366	68,489	25.0
21 231 BENEFITS - INTERPRETERS	1,162	6,020	80.7	4,858	0	1,134	5,635	79.9
21 234 BENEFITS - SOCIAL WORKER	10,998	13,161	16.4	2,163	0	10,048	12,098	17.0
22 107 INFO. TECHNOLOGY ASSISTANT	0	0	0.0	0	0	420-	0	0.0
22 135 TECHNICIANS	269,206	421,707	36.2	152,501	0	254,416	359,376	29.2
22 235 BENEFITS - TECHNICIANS	57,368	212,038	72.9	154,670	0	54,344	196,939	72.4
25 129 TEACHER TRAINER	4,013	0	0.0	4,013-	0	21,152	0	0.0
25 229 BENEFITS - TEACHER TRAINER	829	0	0.0	829-	0	4,450	0	0.0
<b>TOTAL - PROFESSIONAL &amp; PARA-PRO</b>	<b>834,522</b>	<b>1,349,902</b>	<b>38.2</b>	<b>515,380</b>	<b>0</b>	<b>863,280</b>	<b>1,227,268</b>	<b>29.7</b>

**LIBRARY & GUIDANCE**

23 135 TECHNICIANS	233,555	283,556	17.6	50,001	0	234,541	272,205	13.8
23 138 TEMPORARY ASSISTANCE	6,448	5,000	29.0-	1,448-	0	1,788	5,000	64.2
23 235 BENEFITS - TECHNICIANS	57,590	76,150	24.4	18,560	0	58,180	75,365	22.8
23 238 BENEFITS - TEMPORARY ASSIS ST.SER	544	422	28.9-	122-	0	156	468	66.7
<b>TOTAL - LIBRARY &amp; GUIDANCE</b>	<b>298,137</b>	<b>365,128</b>	<b>18.4</b>	<b>66,991</b>	<b>0</b>	<b>294,665</b>	<b>353,038</b>	<b>16.5</b>

**PRINCIPALS & V.P.**

15 151 PRINCIPALS	744,886	1,001,220	25.6	256,334	0	711,663	1,359,857	47.7
15 152 VICE-PRINCIPALS	1,027,103	1,360,000	24.5	332,897	0	978,683	900,000	8.7-
15 251 BENEFITS - PRINCIPALS	74,484	107,264	30.6	32,780	0	99,097	130,482	24.1
15 252 BENEFITS - VICE PRINCIPALS	106,781	145,700	26.7	38,919	0	102,685	86,359	18.9-
<b>TOTAL - PRINCIPALS &amp; V.P.</b>	<b>1,953,254</b>	<b>2,614,184</b>	<b>25.3</b>	<b>660,930</b>	<b>0</b>	<b>1,892,128</b>	<b>2,476,698</b>	<b>23.6</b>

**SCHOOL SECRETARIES**

15 112 CLERICAL	1,137,947	1,496,344	24.0	358,397	0	1,073,143	1,464,450	26.7
15 115 TEMPORARY ASSISTANT	49,129	25,000	96.5-	24,129-	0	31,365	15,000	109.1-
15 212 BENEFITS - CLERICAL	269,409	393,827	31.6	124,418	0	261,736	390,211	32.9
15 215 BENEFITS - TEMP ASSISTANT	9,033	2,152	319.8-	6,881-	0	3,976	1,322	200.7-
<b>TOTAL - SCHOOL SECRETARIES</b>	<b>1,465,518</b>	<b>1,917,323</b>	<b>23.6</b>	<b>451,805</b>	<b>0</b>	<b>1,370,220</b>	<b>1,870,983</b>	<b>26.8</b>

**TEACHER CONSULTANTS**

25 161 CONSULTANT TEACHER	307,266	556,340	44.8	249,074	0	213,559	581,936	63.3
25 163 PROGRAM OFFICER	0	0	0.0	0	0	0	105,000	100.0
25 261 BENEFITS - CONSULTANT	39,873	63,761	37.5	23,888	0	29,303	67,937	56.9

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN**  
**FOR THE PERIOD ENDED ENDED: MAY 31, 2009**

**SECONDARY SCHOOLS**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE			
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL	
25 263 BENEFITS - PROGRAM OFFICER	0	0	0.0	0	0	0	12,257	100.0	
<b>TOTAL - TEACHER CONSULTANTS</b>	<b>347,139</b>	<b>620,101</b>	<b>44.0</b>	<b>272,962</b>	<b>0</b>	<b>242,862</b>	<b>767,130</b>	<b>68.3</b>	

**SALARY & BEN - LIBRARY & GUIDANCE**

24 178 LIBRARY/GUIDANCE TEACHER	1,747,572	2,008,891	13.0	261,319	0	1,504,559	1,424,619	5.6-
24 278 BENEFITS - LIBRARY/GUIDANCE TEACH	192,434	172,931	11.3-	19,503-	0	159,500	166,315	4.1
<b>TOTAL - SALARY &amp; BEN - LIBRARY &amp;</b>	<b>1,940,006</b>	<b>2,181,822</b>	<b>11.1</b>	<b>241,816</b>	<b>0</b>	<b>1,664,059</b>	<b>1,590,934</b>	<b>4.6-</b>

**SALARY & BEN - EDUCATIONAL ASSIST.**

<b>TOTAL - SALARY &amp; BEN - EDUCATION</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>
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**PROFESSIONAL DEVELOPMENT**

10 315 PROF. DEVELOP. - ACADEMIC	53,186	80,000	33.5	26,814	0	39,471	80,000	50.7
15 314 PROF. DEVEL. SCHOOL SEC.	547	0	0.0	547-	0	0	0	0.0
15 317 PROFESSIONAL DEVELOPMENT (NT)	6,951	35,000	80.1	28,049	315	22,281	35,000	36.3
21 315 PROF. DEVELOP. - ACADEMIC	897	5,000	82.1	4,103	0	1,254	5,000	74.9
24 317 PROFESSIONAL DEVELOPMENT (NT)	0	10,000	100.0	10,000	0	0	10,000	100.0
25 317 PROFESSIONAL DEVELOPMENT (NT)	0	5,000	100.0	5,000	0	0	5,000	100.0
<b>TOTAL - PROFESSIONAL DEVELOPEME</b>	<b>61,581</b>	<b>135,000</b>	<b>54.4</b>	<b>73,419</b>	<b>315</b>	<b>63,006</b>	<b>135,000</b>	<b>53.3</b>

**CENTRAL PROGRAM CLASSROOM RESOU**

10 320 TEXTBOOKS, LEARNING MATERIAL	0	200,000	100.0	200,000	0	2,857	200,000	98.6
10 330 CLASSROOM SUPPLIES & SERVICES	923,479	1,593,206	42.0	669,727	105,596	562,674	1,335,875	57.9
21 330 CLASSROOM SUPPLIES & SERVICES	16,658	30,000	44.5	13,342	37	9,269	30,000	69.1
<b>TOTAL - CENTRAL PROGRAM CLASS</b>	<b>940,137</b>	<b>1,823,206</b>	<b>48.4</b>	<b>883,069</b>	<b>105,633</b>	<b>574,800</b>	<b>1,565,875</b>	<b>63.3</b>

**CLASSROOM SUPPLIES & SERVICES**

10 320 TEXTBOOKS, LEARNING MATERIAL	139,207	382,865	63.6	243,658	4,715	150,480	317,845	52.7
10 330 CLASSROOM SUPPLIES & SERVICES	571,591	773,551	26.1	201,960	68,741	560,410	806,689	30.5
10 332 HEALTHY SCHOOLS	5,828-	0	0.0	5,828	868	6,947-	0	0.0
10 333 SPECIAL MINISTRY GRANTS	1,800-	0	0.0	1,800	0	418-	0	0.0
10 335 PRINTING & COPIER - INSTR.	162,742	249,944	34.9	87,202	23	183,566	222,784	17.6
10 350 FOOD SUPPLIES & SERVICES	70,175	80,000	12.3	9,825	0	18,508	28,706	35.5
10 361 TRAVEL EXPENSE	43,518	50,000	13.0	6,482	0	98,878	85,000	16.3-
10 404 REPAIRS - TELEPHONE	0	0	0.0	0	0	0	11,131	100.0
10 450 EDUCATIONAL FIELD TRIPS	173,159	101,750	70.2-	71,409-	6,030	145,351	98,110	48.2-
23 320 TEXTBOOKS, LEARNING MATERIAL	54,744	74,223	26.3	19,480	2,026	46,633	83,830	44.4
<b>TOTAL - CLASSROOM SUPPLIES &amp; SE</b>	<b>1,207,508</b>	<b>1,712,333</b>	<b>29.5</b>	<b>504,826</b>	<b>82,403</b>	<b>1,196,461</b>	<b>1,654,095</b>	<b>27.7</b>

**INSTRUCTIONAL SUPPLIES & SERVICES**

21 317 PROFESSIONAL DEVELOPMENT (NT)	201	1,000	79.9	799	0	675	1,000	32.5
21 336 PRINTING & COPIER	1,392	5,000	72.2	3,608	0	1,225	5,000	75.5

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN**  
**FOR THE PERIOD ENDED ENDED: MAY 31, 2009**

**SECONDARY SCHOOLS**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE				
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL		
21 361 TRAVEL EXPENSE	5,750	20,000	71.3	14,250	0	10,438	23,000	54.6		
21 402 REPAIRS - COMPUTERS	1,052	1,000	5.2	52-	0	0	1,000	100.0		
25 317 PROFESSIONAL DEVELOPMENT (NT)	1,604	2,000	19.8	396	0	670	2,000	66.5		
25 336 PRINTING & COPIER	752	10,000	92.5	9,248	0	3,295	10,000	67.1		
25 361 TRAVEL EXPENSE	15,471	9,000	71.9	6,471-	0	668	9,000	92.6		
25 402 REPAIRS - COMPUTERS	0	1,000	100.0	1,000	0	0	1,000	100.0		
25 420 HOSPITALITY	1,985	15,000	86.8	13,015	0	1,779	10,000	82.2		
<b>TOTAL - INSTRUCTIONAL SUPPLIES &amp;</b>	<b>28,207</b>	<b>64,000</b>	<b>55.9</b>	<b>35,793</b>	<b>0</b>	<b>18,750</b>	<b>62,000</b>	<b>69.8</b>		

**SCHOOL ADMIN. SUPPLIES & SERVICES**

15 361 TRAVEL EXPENSE	11,375	15,000	24.2	3,625	0	7,271	25,000	70.9
15 401 REPAIRS - F & E	419	0	0.0	419-	109	90	0	0.0
15 404 REPAIRS - TELEPHONE	32,337	61,131	47.1	28,794	0	39,482	75,000	47.4
15 405 TELEPHONE - VOICE	41,577	100,000	58.4	58,423	0	65,820	50,000	31.6
15 407 CELLULAR	22,507	0	0.0	22,507-	0	17,616	0	0.0
15 410 OFFICE SUPPLIES & SERVICES	64,024	112,361	43.0	48,337	2,962	67,885	85,055	20.2
15 415 SCHOOL COUNCIL (SCH)	5,989	24,013	75.1	18,024	0	9,581	23,000	58.3
15 416 SCHOOL COUNCIL - SPECIAL	4,102-	0	0.0	4,102	0	2,550	0	0.0
15 420 HOSPITALITY	517	6,400	91.9	5,883	0	4,316	6,400	32.6
15 422 PRO GRANT	4,976-	0	0.0	4,976	0	3,791-	0	0.0
<b>TOTAL - SCHOOL ADMIN. SUPPLIES &amp;</b>	<b>169,667</b>	<b>318,905</b>	<b>46.8</b>	<b>149,238</b>	<b>3,071</b>	<b>210,820</b>	<b>264,455</b>	<b>20.3</b>

**COMPUTERS - CLASSROOM**

10 402 REPAIRS - COMPUTERS	16,569	28,500	41.9	11,931	904	11,035	50,000	77.9
10 406 DATA COMMUNICATION LINES	25,388	72,000	64.7	46,612	0	22,957	96,102	76.1
10 408 NETWORK SYSTEM	46,119	78,000	40.9	31,881	0	43,556	102,091	57.3
10 552 ADDITIONAL - COMPUTERS	241,680	207,988	16.2	33,692-	2,369	132,727	160,098	17.1
10 661 SOFTWARE LICENSES & SUPPORT	20,825	30,000	30.6	9,175	0	14,379	41,340	65.2
22 361 TRAVEL EXPENSE	731	0	0.0	731-	0	532	0	0.0
22 402 REPAIRS - COMPUTERS	2,558	26,500	90.4	23,942	402	171	50,000	99.7
22 407 CELLULAR	3,253	0	0.0	3,253-	0	2,987	0	0.0
<b>TOTAL - COMPUTERS - CLASSROOM</b>	<b>357,123</b>	<b>442,988</b>	<b>19.4</b>	<b>85,865</b>	<b>3,675</b>	<b>228,344</b>	<b>499,631</b>	<b>54.3</b>

**COMPUTERS - NON CLASSROOM**

15 552 ADDITIONAL - COMPUTERS	2,056	25,000	91.8	22,944	12,501	6,925	25,000	72.3
<b>TOTAL - COMPUTERS - NON CLASSR</b>	<b>2,056</b>	<b>25,000</b>	<b>91.8</b>	<b>22,944</b>	<b>12,501</b>	<b>6,925</b>	<b>25,000</b>	<b>72.3</b>

**F & E - CLASSROOM**

10 551 ADDITIONAL - FURNITURE	113,099	87,104	29.8	25,995-	38,773	120,143	88,067	36.4
<b>TOTAL - F &amp; E - CLASSROOM</b>	<b>113,099</b>	<b>87,104</b>	<b>29.8</b>	<b>25,995-</b>	<b>38,773</b>	<b>120,143</b>	<b>88,067</b>	<b>36.4</b>

**F & E - NON CLASSROOM**

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN**  
**FOR THE PERIOD ENDED ENDED:      MAY 31, 2009**

**SECONDARY SCHOOLS**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE				
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL		
15 551 ADDITIONAL - FURNITURE	12,769	24,168	47.2	11,399	0	13,152	25,337	48.1		
<b>TOTAL - F &amp; E - NON CLASSROOM</b>	<b>12,769</b>	<b>24,168</b>	<b>47.2</b>	<b>11,399</b>	<b>0</b>	<b>13,152</b>	<b>25,337</b>	<b>48.1</b>		
<b>FEES &amp; CONTRACTS</b>										
10 654 OTHER CONTRACTUAL SERVICES	83,300	72,000	15.7-	11,300-	0	10,000	72,000	86.1		
40 665 RECYCLING	71	0	0.0	71-	0	0	0	0.0		
<b>TOTAL - FEES &amp; CONTRACTS</b>	<b>83,371</b>	<b>72,000</b>	<b>15.8-</b>	<b>11,371-</b>	<b>0</b>	<b>10,000</b>	<b>72,000</b>	<b>86.1</b>		
<b>TOTAL - SECONDARY SCHOOLS</b>	<b>48,541,564</b>	<b>62,845,816</b>	<b>22.8</b>	<b>14,304,253</b>	<b>246,371</b>	<b>45,004,895</b>	<b>58,818,923</b>	<b>23.5</b>		

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN**  
**FOR THE PERIOD ENDED ENDED: MAY 31, 2009**

**CONTINUING EDUCATION**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
<b>TEACHER ASSISTANTS</b>								
<b>TEACHER ASSISTANTS</b>								
55 191 EDUCATIONAL ASST.	50,793	24,584	E+02	26,209-	0	43,500	131,846	67.0
55 291 BENEFITS - ED. ASST.	12,774	4,425	E+02	8,349-	0	8,613	15,020	42.7
<b>TOTAL - TEACHER ASSISTANTS</b>	<b>63,567</b>	<b>29,009</b>	<b>E+02</b>	<b>34,558-</b>	<b>0</b>	<b>52,113</b>	<b>146,866</b>	<b>64.5</b>
<b>PROFESSIONAL &amp; PARA-PROFESSIONAL</b>								
55 107 INFO. TECHNOLOGY ASSISTANT	6,329	0	0.0	6,329-	0	0	40,459	100.0
55 125 DAY CARE PROVIDER	23,958	42,290	43.4	18,332	0	23,030	33,118	30.5
55 130 SETTLEMENT WORKER	1,263	0	0.0	1,263-	0	8,057	93,360	91.4
55 135 TECHNICIANS	28,558	0	0.0	28,558-	0	0	0	0.0
55 207 BENEFITS - I.T.A.	0	0	0.0	0	0	0	8,092	100.0
55 225 BENEFITS - DAY CARE PROVIDER	6,807	7,612	10.6	805	0	6,526	5,961	9.5-
55 230 BENEFITS - SETTLEMENT WORKER	51	0	0.0	51-	0	467	6,535	92.9
55 235 BENEFITS - TECHNICIANS	5,352	0	0.0	5,352-	0	0	0	0.0
<b>TOTAL - PROFESSIONAL &amp; PARA-PR</b>	<b>72,318</b>	<b>49,902</b>	<b>44.9-</b>	<b>22,416-</b>	<b>0</b>	<b>38,080</b>	<b>187,525</b>	<b>79.7</b>
<b>PRINCIPALS &amp; V.P.</b>								
55 103 DEPARTMENT MANAGERS	119,095	207,489	42.6	88,394	0	152,063	150,000	1.4-
55 111 COORDINATORS	0	77,800	100.0	77,800	0	0	0	0.0
55 151 PRINCIPALS	79,879	109,013	26.7	29,134	0	75,153	111,000	32.3
55 203 BENEFITS - DEPT. MANAGERS	22,208	35,973	38.3	13,765	0	29,358	25,700	14.2-
55 211 BENEFITS - COORDINATORS	0	12,733	100.0	12,733	0	0	0	0.0
55 251 BENEFITS - PRINCIPALS	8,034	10,901	26.3	2,867	0	7,617	16,650	54.3
<b>TOTAL - PRINCIPALS &amp; V.P.</b>	<b>229,216</b>	<b>453,909</b>	<b>49.5</b>	<b>224,693</b>	<b>0</b>	<b>264,191</b>	<b>303,350</b>	<b>12.9</b>
<b>SCHOOL SECRETARIES</b>								
55 112 CLERICAL	225,994	279,844	19.2	53,850	0	207,959	320,792	35.2
55 212 BENEFITS - CLERICAL	54,930	75,558	27.3	20,628	0	52,799	83,405	36.7
<b>TOTAL - SCHOOL SECRETARIES</b>	<b>280,924</b>	<b>355,402</b>	<b>21.0</b>	<b>74,478</b>	<b>0</b>	<b>260,758</b>	<b>404,197</b>	<b>35.5</b>
<b>SALARY &amp; BEN - TEMPORARY</b>								
55 115 TEMPORARY ASSISTANT	19,267	50,000	61.5	30,733	0	14,134	38,903	63.7
55 215 BENEFITS - TEMP ASSISTANT	1,347	4,704	71.4	3,357	0	1,004	4,857	79.3
<b>TOTAL - SALARY &amp; BEN - TEMPORAR</b>	<b>20,614</b>	<b>54,704</b>	<b>62.3</b>	<b>34,090</b>	<b>0</b>	<b>15,138</b>	<b>43,760</b>	<b>65.4</b>
<b>SALARY &amp; BEN - GRANT OFFICERS</b>								
55 155 ADMINISTRATORS & GRANT OFFICERS	31,531	0	0.0	31,531-	0	42,304	72,567	41.7
55 255 BENEFITS - ADMIN & GRANT OFFICERS	6,785	0	0.0	6,785-	0	8,900	11,605	23.3
<b>TOTAL - SALARY &amp; BEN - GRANT OFF</b>	<b>38,316</b>	<b>0</b>	<b>0.0</b>	<b>38,316-</b>	<b>0</b>	<b>51,204</b>	<b>84,172</b>	<b>39.2</b>
<b>SALARY &amp; BEN - ADULT ED. TEACHERS</b>								

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN**  
**FOR THE PERIOD ENDED ENDED: MAY 31, 2009**

**CONTINUING EDUCATION**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE				
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL		
55 192 CLASSROOM INSTRUCTORS	1,358,805	2,177,388	37.6	818,583	0	1,288,896	1,800,527	28.4		
55 193 CLASSROOM TEACHERS	990,574	1,185,571	16.5	194,997	0	893,784	931,258	4.0		
55 292 BENEFITS - CON'T ED INSTRUCTORS	196,690	259,652	24.3	62,962	0	159,726	205,713	22.4		
55 293 BENEFITS - CON'T ED. TEACHERS	102,278	185,345	44.8	83,067	0	76,788	84,629	9.3		
<b>TOTAL - SALARY &amp; BEN - ADULT ED.</b>	<b>2,648,347</b>	<b>3,807,956</b>	<b>30.5</b>	<b>1,159,609</b>	<b>0</b>	<b>2,419,194</b>	<b>3,022,127</b>	<b>20.0</b>		

**PROFESSIONAL DEVELOPMENT**

55 315 PROF. DEVELOP. - ACADEMIC	4,794	11,300	57.6	6,506	0	1,303	8,000	83.7	
55 317 PROFESSIONAL DEVELOPMENT (NT)	4,457	4,500	1.0	43	0	5,819	5,000	16.4	
55 318 PROF. MEMBERSHIPS	7,425	8,650	14.2	1,225	0	8,530	2,200	87.8	
<b>TOTAL - PROFESSIONAL DEVELOPM</b>	<b>16,676</b>	<b>24,450</b>	<b>31.8</b>	<b>7,774</b>	<b>0</b>	<b>15,652</b>	<b>15,200</b>	<b>3.0</b>	

**CENTRAL PROGRAM CLASSROOM RESOU**

55 325 COMPUTER SOFTWARE/CD ROM	7,047	59,500	88.2	52,453	0	34,732	0	0.0	
55 335 PRINTING & COPIER - INSTR.	27,576	70,200	60.7	42,624	265	38,266	60,000	36.2	
55 353 ADVERTISING & PROMOTION	38,788	91,500	57.6	52,712	2,573	30,793	120,000	74.3	
55 356 CHILDMINDING	25,099	35,000	28.3	9,901	0	24,031	32,000	24.9	
55 361 TRAVEL EXPENSE	7,961	17,150	53.6	9,189	0	7,790	17,500	55.5	
55 401 REPAIRS - F & E	656	5,000	86.9	4,344	136	48	5,000	99.0	
55 402 REPAIRS - COMPUTERS	354	5,000	92.9	4,646	106	1,416	5,000	71.7	
55 404 REPAIRS - TELEPHONE	3,417	10,000	65.8	6,583	3	5,247	5,000	4.9	
55 405 TELEPHONE - VOICE	11,839	30,500	61.2	18,661	0	23,105	30,000	23.0	
55 406 DATA COMMUNICATION LINES	2,059	7,500	72.6	5,441	0	2,060	0	0.0	
55 407 CELLULAR	4,600	10,000	54.0	5,400	0	6,037	0	0.0	
55 410 OFFICE SUPPLIES & SERVICES	23,137	29,000	20.2	5,863	2,325	20,318	19,000	6.9	
55 411 POSTAGE	3,148	5,250	40.0	2,102	229	2,884	5,000	42.3	
55 412 SUBSCRIPTIONS	59	0	0.0	59	0	0	0	0.0	
55 413 COURIER & MOVING	304	5,000	93.9	4,696	0	583	5,000	88.3	
55 416 SCHOOL COUNCIL - SPECIAL	0	2,000	100.0	2,000	0	0	2,000	100.0	
55 420 HOSPITALITY	2,453	30,000	91.8	27,547	0	1,486	2,000	25.7	
55 610 RENTAL/LEASE - INSTRUCT. ACCOM	165,883	223,800	25.9	57,917	2,600	168,549	238,676	29.4	
<b>TOTAL - CENTRAL PROGRAM CLASS</b>	<b>324,380</b>	<b>636,400</b>	<b>49.0</b>	<b>312,020</b>	<b>8,237</b>	<b>367,345</b>	<b>548,176</b>	<b>32.7</b>	

**CLASSROOM SUPPLIES & SERVICES**

55 320 TEXTBOOKS, LEARNING MATERIAL	29,846	61,600	51.6	31,754	109	19,837	83,980	76.4	
55 325 COMPUTER SOFTWARE/CD ROM	587	0	0.0	587	0	0	52,500	100.0	
55 330 CLASSROOM SUPPLIES & SERVICES	263,149	297,400	11.5	34,251	16,105	216,362	266,320	18.8	
55 331 APPLICATION SOFTWARE	34,840	42,500	18.0	7,660	4,554	27,034	35,087	23.0	
55 450 EDUCATIONAL FIELD TRIPS	71,177	133,200	46.6	62,023	4,483	28,586	154,000	81.4	
55 453 SUMMER SCHOOL - ITALY TRIP	0	0	0.0	0	0	82	0	0.0	
55 682 PUBLIC TRANSIT FARES	16,129	15,385	4.8	744	736	15,051	10,618	41.8	



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
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**CONTINUING EDUCATION**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE				
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL		
<b>TOTAL - CLASSROOM SUPPLIES &amp; S</b>	<b>415,728</b>	<b>550,085</b>	<b>24.4</b>	<b>134,357</b>	<b>25,987</b>	<b>306,952</b>	<b>602,505</b>	<b>49.1</b>		
<b>COMPUTERS - CLASSROOM</b>										
55 502 REPLACEMENT - COMPUTERS	0	0	0.0	0	0	324	0	0.0		
55 552 ADDITIONAL - COMPUTERS	5,262	15,000	64.9	9,738	0	16,882	6,500	59.7-		
<b>TOTAL - COMPUTERS - CLASSROOM</b>	<b>5,262</b>	<b>15,000</b>	<b>64.9</b>	<b>9,738</b>	<b>0</b>	<b>17,206</b>	<b>6,500</b>	<b>164.7-</b>		
<b>F &amp; E - CLASSROOM</b>										
55 501 REPLACEMENT - FURNITURE & EQUIP	0	10,000	100.0	10,000	0	966	0	0.0		
55 551 ADDITIONAL - FURNITURE	0	0	0.0	0	0	13,666	0	0.0		
<b>TOTAL - F &amp; E - CLASSROOM</b>	<b>0</b>	<b>10,000</b>	<b>100.0</b>	<b>10,000</b>	<b>0</b>	<b>14,632</b>	<b>0</b>	<b>0.0</b>		
<b>FEES &amp; CONTRACTS</b>										
55 654 OTHER CONTRACTUAL SERVICES	762	0	0.0	762-	0	827	0	0.0		
55 661 SOFTWARE LICENSES & SUPPORT	2,368	0	0.0	2,368-	0	1,598	0	0.0		
<b>TOTAL - FEES &amp; CONTRACTS</b>	<b>3,130</b>	<b>0</b>	<b>0.0</b>	<b>3,130-</b>	<b>0</b>	<b>2,425</b>	<b>0</b>	<b>0.0</b>		
<b>TOTAL - CONTINUING EDUCATION</b>	<b>4,118,478</b>	<b>5,986,817</b>	<b>31.2</b>	<b>1,868,339</b>	<b>34,224</b>	<b>3,824,890</b>	<b>5,362,378</b>	<b>28.7</b>		

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
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**FOR THE PERIOD ENDED ENDED: MAY 31, 2009**

**PLANT OPERATIONS**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE				
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL		
<b>SALARY &amp; BEN - MANAGERS</b>										
<b>SALARY &amp; BEN - MANAGERS</b>										
40 103	DEPARTMENT MANAGERS	152,205	203,905	25.4	51,700	0	143,359	208,197	31.1	
40 110	TECHNICAL & OPERATIONS	27,200	40,000	32.0	12,800	0	26,203	30,532	14.2	
40 113	COORDINATORS	213,396	296,006	27.9	82,610	0	176,761	201,355	12.2	
40 115	TEMPORARY ASSISTANT	1,911	5,000	61.8	3,089	0	10,266	0	0.0	
40 203	BENEFITS - DEPT. MANAGERS	27,012	49,993	46.0	22,981	0	24,958	55,477	55.0	
40 210	BENEFITS - TECHNICAL STAFF	7,318	9,806	25.4	2,488	0	7,072	8,137	13.1	
40 213	BENEFITS - COORDINATORS	44,253	72,576	39.0	28,323	0	36,208	53,657	32.5	
40 215	BENEFITS - TEMP ASSISTANT	111	436	74.5	325	0	723	0	0.0	
<b>TOTAL - SALARY &amp; BEN - MANAGERS</b>		<b>473,406</b>	<b>677,722</b>	<b>30.2</b>	<b>204,316</b>	<b>0</b>	<b>425,550</b>	<b>557,355</b>	<b>23.7</b>	
<b>SALARY &amp; BEN - CARETAKER</b>										
40 108	CARETAKER	2,352,350	3,192,392	26.3	840,042	0	2,274,778	3,086,279	26.3	
40 118	CARETAKER REPLACEMENT	228,771	250,000	8.5	21,229	0	152,997	250,000	38.8	
40 141	MODIFIED WORK - CARETAKERS	103,461	0	0.0	103,461-	0	59,415	0	0.0	
40 208	BENEFITS - CARETAKER	542,239	805,435	32.7	263,196	0	581,662	822,385	29.3	
40 218	BENEFITS - CARETAKER REPL.	2,532	38,614	93.4	36,082	0	545	66,615	99.2	
40 241	BENEFITS - MODIFED WORK (CTKRS)	8,740	0	0.0	8,740-	0	3,264	0	0.0	
40 418	CONTRACTED CLEANING	216,565	300,000	27.8	83,435	0	156,026	285,000	45.3	
<b>TOTAL - SALARY &amp; BEN - CARETAKE</b>		<b>3,454,658</b>	<b>4,586,441</b>	<b>24.7</b>	<b>1,131,783</b>	<b>0</b>	<b>3,228,687</b>	<b>4,510,279</b>	<b>28.4</b>	
<b>SALARY &amp; BEN - CLEANER</b>										
40 109	CLEANER	2,315,793	3,352,671	30.9	1,036,878	0	2,256,297	3,258,284	30.8	
40 119	CLEANER REPLACEMENT	103,817	150,000	30.8	46,183	5,069	94,990	100,000	5.0	
40 209	BENEFITS - CLEANER	615,955	845,071	27.1	229,116	0	602,782	894,863	32.6	
40 219	BENEFITS - CLEANER REPL.	7,657	23,166	67.0	15,509	0	6,749	26,646	74.7	
<b>TOTAL - SALARY &amp; BEN - CLEANER</b>		<b>3,043,222</b>	<b>4,370,908</b>	<b>30.4</b>	<b>1,327,686</b>	<b>5,069</b>	<b>2,960,818</b>	<b>4,279,793</b>	<b>30.8</b>	
<b>SALARY &amp; BEN - CLERICAL</b>										
40 112	CLERICAL	67,357	79,756	15.6	12,399	0	143,333	124,756	14.9-	
40 116	OVERTIME	0	0	0.0	0	0	578	0	0.0	
40 212	BENEFITS - CLERICAL	20,462	19,554	4.6-	908-	0	33,262	33,244	0.1-	
<b>TOTAL - SALARY &amp; BEN - CLERICAL</b>		<b>87,819</b>	<b>99,310</b>	<b>11.6</b>	<b>11,491</b>	<b>0</b>	<b>177,173</b>	<b>158,000</b>	<b>12.1-</b>	
<b>PROFESSIONAL DEVELOPMENT</b>										
40 317	PROFESSIONAL DEVELOPMENT (NT)	6,680	18,500	63.9	11,820	100	3,640	20,000	81.8	
40 318	PROF. MEMBERSHIPS	168	1,500	88.8	1,332	0	1,521	0	0.0	
<b>TOTAL - PROFESSIONAL DEVELOPME</b>		<b>6,848</b>	<b>20,000</b>	<b>65.8</b>	<b>13,152</b>	<b>100</b>	<b>5,161</b>	<b>20,000</b>	<b>74.2</b>	
<b>SUPPLIES &amp; SERV - UTILITIES</b>										
40 341	HYDRO	1,543,592	2,400,000	35.7	856,408	0	1,704,556	2,400,000	29.0	

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
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**FOR THE PERIOD ENDED ENDED: MAY 31, 2009**

**PLANT OPERATIONS**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE				
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL		
40 343 HEATING - GAS	1,750,779	1,850,000	5.4	99,221	0	1,688,325	2,000,000	15.6		
40 346 WATER & SEWAGE	241,388	400,000	39.7	158,612	9	257,857	389,552	33.8		
<b>TOTAL - SUPPLIES &amp; SERV - UTILITIE</b>	<b>3,535,759</b>	<b>4,650,000</b>	<b>24.0</b>	<b>1,114,241</b>	<b>9</b>	<b>3,650,738</b>	<b>4,789,552</b>	<b>23.8</b>		

**SUPPLIES & SERV - PLANT OPERATIONS**

40 325 COMPUTER SOFTWARE/CD ROM	38,321	38,322	0.0	1	0	60,553	60,000	0.9-
40 361 TRAVEL EXPENSE	24,966	30,000	16.8	5,034	0	29,485	30,000	1.7
40 371 CLEANING PRODUCTS	219,575	350,000	37.3	130,425	24,382	231,897	400,000	42.0
40 372 CLEANING TOOLS	19,067	40,000	52.3	20,933	5,353	45,047	40,000	12.6-
40 373 TOILET PAPER	76,887	80,000	3.9	3,113	11,451	69,026	80,000	13.7
40 375 UNIFORMS	29,966	50,000	40.1	20,034	1,347	16,316	40,000	59.2
40 376 LIGHTING	1,778	5,000	64.4	3,222	0	0	5,000	100.0
40 378 FIRE SAFETY	766	0	0.0	766-	0	0	0	0.0
40 379 REPAIRS - HEALTH & SAFETY	38,863	50,000	22.3	11,137	13,823	33,069	50,000	33.9
40 380 REPAIRS - EQUIPMENT	53,925	60,000	10.1	6,075	0	59,156	60,000	1.4
40 407 CELLULAR	5,536	8,000	30.8	2,464	0	6,258	8,000	21.8
40 408 NETWORK SYSTEM	277	0	0.0	277-	0	0	0	0.0
40 410 OFFICE SUPPLIES & SERVICES	5,045	5,000	0.9-	45-	644	4,332	5,000	13.4
40 417 SECURITY & SURVIELANCE	11,190	5,000	123.8-	6,190-	0	0	5,000	100.0
40 420 HOSPITALITY	370	2,500	85.2	2,130	0	430	2,500	82.8
<b>TOTAL - SUPPLIES &amp; SERV - PLANT O</b>	<b>526,532</b>	<b>723,822</b>	<b>27.3</b>	<b>197,290</b>	<b>57,000</b>	<b>555,569</b>	<b>785,500</b>	<b>29.3</b>

**SUPPLIES & SERVICES - GROUNDS**

40 385 GRASS CUTTING	53,901	100,000	46.1	46,099	0	35,584	100,000	64.4
40 386 SNOW PLOWING	609,693	600,000	1.6-	9,693-	25,152	747,336	400,000	86.8-
40 388 GARBAGE DISPOSAL	107,111	145,000	26.1	37,889	56,979	111,640	145,000	23.0
<b>TOTAL - SUPPLIES &amp; SERVICES - GR</b>	<b>770,705</b>	<b>845,000</b>	<b>8.8</b>	<b>74,295</b>	<b>82,131</b>	<b>894,560</b>	<b>645,000</b>	<b>38.7-</b>

**F & E - PLANT OPERATIONS**

40 551 ADDITIONAL - FURNITURE	1,644	30,000	94.5	28,356	0	0	5,000	100.0
40 552 ADDITIONAL - COMPUTERS	28,527	40,000	28.7	11,473	0	33,416	13,000	157.1-
40 554 ADDITIONAL EQUIPMENT - VEHICLES	20,791	25,000	16.8	4,209	0	0	0	0.0
40 630 RENTAL/LEASE - OTHER	60,244	100,000	39.8	39,756	0	85,145	140,000	39.2
<b>TOTAL - F &amp; E - PLANT OPERATIONS</b>	<b>111,206</b>	<b>195,000</b>	<b>43.0</b>	<b>83,794</b>	<b>0</b>	<b>118,561</b>	<b>158,000</b>	<b>25.0</b>

**FEES & CONTRACTS**

40 653 PROFESSIONAL FEES	4,209	40,000	89.5	35,791	0	129	10,000	98.7
40 665 RECYCLING	11,943	25,000	52.2	13,057	5,917	19,813	20,000	0.9
40 671 PROPERTY INSURANCE	186,362	175,000	6.5-	11,362-	0	156,262	225,000	30.6
40 672 LIABILITY INSURANCE	346,588	275,000	26.0-	71,588-	0	312,698	250,000	25.1-
40 673 VEHICLE INSURANCE	1,247	0	0.0	1,247-	0	0	0	0.0

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN**  
**FOR THE PERIOD ENDED ENDED:      MAY 31, 2009**

**PLANT OPERATIONS**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
TOTAL - FEES & CONTRACTS	550,349	515,000	6.9-	35,349-	5,917	488,902	505,000	3.2
TOTAL - PLANT OPERATIONS	12,560,504	16,683,203	24.7	4,122,699	150,226	12,505,719	16,408,479	23.8

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN**  
**FOR THE PERIOD ENDED ENDED: MAY 31, 2009**

**PLANT MAINTENANCE**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE				
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL		
<b>SALARY &amp; BEN - MANAGERS</b>										
<b>SALARY &amp; BEN - MANAGERS</b>										
41 103	DEPARTMENT MANAGERS	61,367	84,000	26.9	22,633	0	59,583	247,654	75.9	
41 111	COORDINATORS	242,173	294,502	17.8	52,329	0	159,700	108,265	47.5-	
41 203	BENEFITS - DEPT. MANAGERS	11,637	19,943	41.7	8,306	0	11,489	58,557	80.4	
41 211	BENEFITS - COORDINATORS	48,601	69,926	30.5	21,325	0	34,110	25,598	33.3-	
<b>TOTAL - SALARY &amp; BEN - MANAGERS</b>		<b>363,778</b>	<b>468,371</b>	<b>22.3</b>	<b>104,593</b>	<b>0</b>	<b>264,882</b>	<b>440,074</b>	<b>39.8</b>	
<b>SALARY &amp; BENEFITS - TECHNICAL</b>										
41 110	TECHNICAL & OPERATIONS	519,487	625,000	16.9	105,513	0	455,981	700,000	34.9	
41 210	BENEFITS - TECHNICAL STAFF	112,588	148,403	24.1	35,815	0	117,827	165,515	28.8	
<b>TOTAL - SALARY &amp; BENEFITS - TECH</b>		<b>632,075</b>	<b>773,403</b>	<b>18.3</b>	<b>141,328</b>	<b>0</b>	<b>573,808</b>	<b>865,515</b>	<b>33.7</b>	
<b>SALARY &amp; BEN - CLERICAL</b>										
41 112	CLERICAL	28,626	51,287	44.2	22,661	0	27,757	50,349	44.9	
41 212	BENEFITS - CLERICAL	7,542	12,179	38.1	4,637	0	7,256	11,904	39.1	
<b>TOTAL - SALARY &amp; BEN - CLERICAL</b>		<b>36,168</b>	<b>63,466</b>	<b>43.0</b>	<b>27,298</b>	<b>0</b>	<b>35,013</b>	<b>62,253</b>	<b>43.8</b>	
<b>SALARY &amp; BEN - TEMPORARY</b>										
41 114	STUDENT HELP	7,055	10,000	29.5	2,945	0	887	10,000	91.1	
41 115	TEMPORARY ASSISTANT	620	0	0.0	620	0	0	0	0.0	
41 214	BENEFITS - STUDENT HELP	699	774	9.7	75	0	180	754	76.1	
41 215	BENEFITS - TEMP ASSISTANT	51	0	0.0	51	0	0	0	0.0	
<b>TOTAL - SALARY &amp; BEN - TEMPORAR</b>		<b>8,425</b>	<b>10,774</b>	<b>21.8</b>	<b>2,349</b>	<b>0</b>	<b>1,067</b>	<b>10,754</b>	<b>90.1</b>	
<b>PROFESSIONAL DEVELOPMENT</b>										
41 317	PROFESSIONAL DEVELOPMENT (NT)	46	500	90.8	454	0	10,365	7,500	38.2-	
41 318	PROF. MEMBERSHIPS	2,554	7,000	63.5	4,446	0	600	0	0.0	
<b>TOTAL - PROFESSIONAL DEVELOPME</b>		<b>2,600</b>	<b>7,500</b>	<b>65.3</b>	<b>4,900</b>	<b>0</b>	<b>10,965</b>	<b>7,500</b>	<b>46.2-</b>	
<b>SUPPLIES &amp; SERV - PLANT OPERATIONS</b>										
40 377	INTRUSION ALARMS	143,535	50,000	E+02	93,535-	1,040	147,456	130,000	13.4-	
40 378	FIRE SAFETY	235,859	50,000	E+02	185,859-	1,525	246,462	80,000	E+02	
<b>TOTAL - SUPPLIES &amp; SERV - PLANT O</b>		<b>379,394</b>	<b>100,000</b>	<b>E+02</b>	<b>279,394-</b>	<b>2,565</b>	<b>393,918</b>	<b>210,000</b>	<b>87.6-</b>	
<b>SUPPLIES &amp; SERVICES - GROUNDS</b>										
40 381	ASPHALT/CONCRETE	4,125	25,000	83.5	20,875	4	32,828	25,000	31.3-	
40 382	FENCING	2,184	20,000	89.1	17,816	0	2,062	20,000	89.7	
40 383	LANDSCAPING	29,329	50,000	41.3	20,671	16,592	69,838	50,000	39.7-	
40 384	DRAINAGE	61,138	50,000	22.3-	11,138-	22,067	41,981	50,000	16.0	
40 387	PLAYGROUND EQUIPMENT	0	10,000	100.0	10,000	1	1,471	10,000	85.3	
40 389	LINE MARKING	6,311	25,000	74.8	18,689	6	24,436	25,000	2.3	

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN**  
**FOR THE PERIOD ENDED ENDED: MAY 31, 2009**

**PLANT MAINTENANCE**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE			
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL	
<b>TOTAL - SUPPLIES &amp; SERVICES - GR</b>	<b>103,087</b>	<b>180,000</b>	<b>42.7</b>	<b>76,913</b>	<b>38,670</b>	<b>172,616</b>	<b>180,000</b>	<b>4.1</b>	

**SUPPLIES & SERV - PLANT MAINT.**

41 361 TRAVEL EXPENSE	9,389	9,000	4.3-	389-	0	4,402	9,000	51.1
41 370 VEHICLE FUEL	35,763	55,000	35.0	19,237	0	37,177	55,000	32.4
41 401 REPAIRS - F & E	0	10,000	100.0	10,000	0	0	10,000	100.0
41 405 TELEPHONE - VOICE	1,865	0	0.0	1,865-	0	2,082	25,000	91.7
41 407 CELLULAR	26,945	25,000	7.8-	1,945-	0	19,845	0	0.0
41 408 NETWORK SYSTEM	4,932	0	0.0	4,932-	0	4,938	0	0.0
41 410 OFFICE SUPPLIES & SERVICES	9,779	17,000	42.5	7,221	0	14,093	17,000	17.1
41 440 VEHICLE MAINTENANCE & SUPPLIES	72,920	80,000	8.9	7,080	0	51,396	80,000	35.8
<b>TOTAL - SUPPLIES &amp; SERV - PLANT M</b>	<b>161,593</b>	<b>196,000</b>	<b>17.6</b>	<b>34,407</b>	<b>0</b>	<b>133,933</b>	<b>196,000</b>	<b>31.7</b>

**SUPPLIES & SERVICES- BUILDING MTC.**

41 430 SCHOOL GENERAL MAINTENANCE	44,497	100,000	55.5	55,503	4,487	41,528	142,000	70.8
41 431 GENERAL REPAIRS	113,642	100,000	13.6-	13,642-	8	94,688	108,000	12.3
41 458 P.A. & TELEPHONE SYSTEMS	10,982	10,000	9.8-	982-	2	1,820	10,000	81.8
41 459 CLOCK SYSTEMS	6,418	5,000	28.4-	1,418-	0	515	10,000	94.9
41 460 H.V.A.C.	106,206	200,000	46.9	93,794	10,690	215,192	140,000	53.7-
41 461 BOILER REPAIR	22,368	30,000	25.4	7,632	0	35,349	10,000	253.5-
41 462 ELECTRICAL REPAIR	103,428	200,000	48.3	96,572	2,214	214,187	95,000	125.5-
41 463 ROOFING	18,419	30,000	38.6	11,581	444	2,501	30,000	91.7
41 464 WINDOW GLASS & FRAME	33,557	45,000	25.4	11,443	3	46,616	60,000	22.3
41 465 PLUMBING	67,019	100,000	33.0	32,981	5	112,224	75,000	49.6-
41 466 PAINTING	6,931	10,000	30.7	3,069	5	5,046	10,000	49.5
41 467 PORTABLES	3,245	30,000	89.2	26,755	0	5,939	30,000	80.2
41 468 FLOOR & CEILING	4,678	20,000	76.6	15,322	0	3,322	20,000	83.4
41 469 HARDWARE	72,387	100,000	27.6	27,613	1,952	81,108	20,000	305.5-
41 470 CARPENTRY	9,238	25,000	63.1	15,762	0	13,643	25,000	45.4
41 471 DRAPERY	2,957	10,000	70.4	7,043	0	6,869	15,000	54.2
41 472 MASONRY	0	10,000	100.0	10,000	4	617	10,000	93.8
41 473 TOOLS	180	20,000	99.1	19,820	6,617	0	20,000	100.0
<b>TOTAL - SUPPLIES &amp; SERVICES- BUIL</b>	<b>626,152</b>	<b>1,045,000</b>	<b>40.1</b>	<b>418,848</b>	<b>26,431</b>	<b>881,164</b>	<b>830,000</b>	<b>6.2-</b>

**F & E - PLANT MAINTENANCE**

41 551 ADDITIONAL - FURNITURE	0	30,000	100.0	30,000	0	0	0	0.0
41 552 ADDITIONAL - COMPUTERS	1,318	8,500	84.5	7,182	0	1,528	7,000	78.2
<b>TOTAL - F &amp; E - PLANT MAINTENANCE</b>	<b>1,318</b>	<b>38,500</b>	<b>96.6</b>	<b>37,182</b>	<b>0</b>	<b>1,528</b>	<b>7,000</b>	<b>78.2</b>

**FEES & CONTRACTS**

41 653 PROFESSIONAL FEES	96,490	100,000	3.5	3,510	0	0	75,000	100.0
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**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN**  
**FOR THE PERIOD ENDED ENDED: MAY 31, 2009**

**PLANT MAINTENANCE**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE				
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL		
41 654 OTHER CONTRACTUAL SERVICES	40,818	351,000	88.4	310,182	1,130	45,610	150,000	69.6		
41 673 VEHICLE INSURANCE	13,767	14,000	1.7	233	0	8,930	0	0.0		
41 680 LIFTING DEVICES	8,391	10,000	16.1	1,609	0	22,813	0	0.0		
<b>TOTAL - FEES &amp; CONTRACTS</b>	<b>159,466</b>	<b>475,000</b>	<b>66.4</b>	<b>315,534</b>	<b>1,130</b>	<b>77,353</b>	<b>225,000</b>	<b>65.6</b>		
<b>TOTAL - PLANT MAINTENANCE</b>	<b>2,474,056</b>	<b>3,358,014</b>	<b>26.3</b>	<b>883,958</b>	<b>68,796</b>	<b>2,546,247</b>	<b>3,034,096</b>	<b>16.1</b>		

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN**  
**FOR THE PERIOD ENDED ENDED: MAY 31, 2009**

**TRANSPORTATION DEPARTMENT**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
<b>SALARY &amp; BEN - MANAGERS</b>								
<b>SALARY &amp; BEN - MANAGERS</b>								
50 103 DEPARTMENT MANAGERS	44,332	79,949	44.6	35,617	0	42,304	58,890	28.2
50 203 BENEFITS - DEPT. MANAGERS	9,142	18,885	51.6	9,743	0	8,900	13,349	33.3
<b>TOTAL - SALARY &amp; BEN - MANAGERS</b>	<b>53,474</b>	<b>98,834</b>	<b>45.9</b>	<b>45,360</b>	<b>0</b>	<b>51,204</b>	<b>72,239</b>	<b>29.1</b>
<b>SALARY &amp; BENEFITS - TECHNICAL</b>								
50 110 TECHNICAL & OPERATIONS	36,442	92,700	60.7	56,258	0	35,138	48,234	27.2
50 116 OVERTIME	0	0	0.0	0	0	0	500	100.0
50 210 BENEFITS - TECHNICAL STAFF	8,399	21,899	61.7	13,500	0	8,192	10,932	25.1
<b>TOTAL - SALARY &amp; BENEFITS - TECH</b>	<b>44,841</b>	<b>114,599</b>	<b>60.9</b>	<b>69,758</b>	<b>0</b>	<b>43,330</b>	<b>59,666</b>	<b>27.4</b>
<b>SALARY &amp; BEN - CLERICAL</b>								
50 112 CLERICAL	0	30,900	100.0	30,900	0	0	37,500	100.0
50 115 TEMPORARY ASSISTANT	0	20,600	100.0	20,600	0	37	5,000	99.3
50 212 BENEFITS - CLERICAL	0	7,298	100.0	7,298	0	0	8,501	100.0
50 215 BENEFITS - TEMP ASSISTANT	0	1,313	100.0	1,313	0	0	409	100.0
<b>TOTAL - SALARY &amp; BEN - CLERICAL</b>	<b>0</b>	<b>60,111</b>	<b>100.0</b>	<b>60,111</b>	<b>0</b>	<b>37</b>	<b>51,410</b>	<b>99.9</b>
<b>SUPPLIES &amp; SERV - BUSINESS ADMIN.</b>								
50 317 PROFESSIONAL DEVELOPMENT (NT)	0	2,500	100.0	2,500	0	35	3,000	98.8
50 318 PROF. MEMBERSHIPS	0	500	100.0	500	0	168	0	0.0
50 361 TRAVEL EXPENSE	9	1,900	99.5	1,891	0	283	0	0.0
50 407 CELLULAR	405	1,000	59.5	595	0	437	832	47.5
50 410 OFFICE SUPPLIES & SERVICES	142	2,000	92.9	1,858	0	135	750	82.0
50 610 RENTAL/LEASE - INSTRUCT. ACCOM	0	0	0.0	0	0	0	25,000	100.0
50 611 RENTAL/LEASE - NON INSTRUCT ACCO	0	34,900	100.0	34,900	0	0	0	0.0
<b>TOTAL - SUPPLIES &amp; SERV - BUSINES</b>	<b>556</b>	<b>42,800</b>	<b>98.7</b>	<b>42,244</b>	<b>0</b>	<b>1,058</b>	<b>29,582</b>	<b>96.4</b>
<b>FURNITURE &amp; EQUIPMENT</b>								
50 505 UPGRADING - FURNITURE	0	0	0.0	0	0	3,193	0	0.0
50 551 ADDITIONAL - FURNITURE	0	0	0.0	0	0	0	17,500	100.0
50 552 ADDITIONAL - COMPUTERS	0	14,700	100.0	14,700	0	30,209	15,000	E+02
<b>TOTAL - FURNITURE &amp; EQUIPMENT</b>	<b>0</b>	<b>14,700</b>	<b>100.0</b>	<b>14,700</b>	<b>0</b>	<b>33,402</b>	<b>32,500</b>	<b>2.8</b>
<b>FEES &amp; CONTRACTS</b>								
50 685 TRANSPORTATION CONTRACTS	7,119,223	9,123,817	22.0	2,004,594	3	6,708,899	7,712,030	13.0
50 691 SHARED ROUTES - D.S.B.N.	234,460	50,000	E+02	184,460	0	49,434	250,000	80.2
50 692 NIAGARA FALLS TAXI	46,490	0	0.0	46,490	0	73,732	0	0.0
50 693 CENTRAL TAXI	0	0	0.0	0	0	0	40,000	100.0
50 694 S-O TAXI	308,606	325,000	5.0	16,395	0	275,779	350,000	21.2
50 695 S-S ACE NOTRE DAME	0	100,000	100.0	100,000	0	0	130,000	100.0



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN**  
**FOR THE PERIOD ENDED ENDED: MAY 31, 2009**

**TRANSPORTATION DEPARTMENT**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
50 696 SCHOOL TO SCHOOL	732,567	850,000	13.8	117,433	0	711,677	450,000	58.2
<b>TOTAL - FEES &amp; CONTRACTS</b>	<b>8,441,346</b>	<b>10,448,817</b>	<b>19.2</b>	<b>2,007,472</b>	<b>3</b>	<b>7,819,521</b>	<b>8,932,030</b>	<b>12.5</b>
<b>TOTAL - TRANSPORTATION DEPART</b>	<b>8,540,217</b>	<b>10,779,861</b>	<b>20.8</b>	<b>2,239,645</b>	<b>3</b>	<b>7,948,552</b>	<b>9,177,427</b>	<b>13.4</b>

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN**  
**FOR THE PERIOD ENDED ENDED: MAY 31, 2009**

**CAPITAL AND OTHER EXPENDITURES**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
<b>GOOD PLACES TO LEARN</b>								
<b>GOOD PLACES TO LEARN</b>								
46 710 INTEREST CHARGES	0	0	0.0	0	0	0	542,958	100.0
46 753 DEBENTURE PRINCIPAL	552,199	552,200	0.0	1	0	469,383	316,435	48.3-
46 754 DEBENTURE INTEREST	1,153,139	1,112,626	3.6-	40,513-	0	1,047,461	627,859	66.8-
46 757 COST OF ISSUING DEBENTURE	5,552	5,147	7.9-	405-	0	1,035	0	0.0
<b>TOTAL - GOOD PLACES TO LEARN</b>	<b>1,710,890</b>	<b>1,669,973</b>	<b>2.5-</b>	<b>40,917-</b>	<b>0</b>	<b>1,517,879</b>	<b>1,487,252</b>	<b>2.1-</b>
<b>FACILITY RENEWAL PROJECTS</b>								
42 764 MAJOR ALTERATION PROJECTS	1,061,830	1,860,784	42.9	798,954	93,122	1,828,214	2,610,328	30.0
<b>TOTAL - FACILITY RENEWAL PROJEC</b>	<b>1,061,830</b>	<b>1,860,784</b>	<b>42.9</b>	<b>798,954</b>	<b>93,122</b>	<b>1,828,214</b>	<b>2,610,328</b>	<b>30.0</b>
<b>DEBT CHARGES BEFORE MAY, 1998</b>								
45 751 DEBENTURE PRINCIPAL	241,000	612,000	60.6	371,000	0	3,518,077	3,843,077	8.5
45 752 DEBENTURE INTEREST	245,155	530,970	53.8	285,815	0	339,623	651,861	47.9
<b>TOTAL - DEBT CHARGES BEFORE MA</b>	<b>486,155</b>	<b>1,142,970</b>	<b>57.5</b>	<b>656,815</b>	<b>0</b>	<b>3,857,700</b>	<b>4,494,938</b>	<b>14.2</b>
<b>DEBT CHARGES AFTER MAY, 1998</b>								
45 754 DEBENTURE INTEREST	117,487	117,487	0.0	0	0	0	117,487	100.0
<b>TOTAL - DEBT CHARGES AFTER MAY</b>	<b>117,487</b>	<b>117,487</b>	<b>0.0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>117,487</b>	<b>100.0</b>
<b>NEW PUPIL PLACES</b>								
43 610 RENTAL/LEASE - INSTRUCT. ACCOM	426,628	215,966	97.5-	210,662-	64,759	406,870	195,602	E+02
43 753 DEBENTURE PRINCIPAL	1,280,616	1,392,920	8.1	112,304	0	1,053,861	1,630,357	35.4
43 754 DEBENTURE INTEREST	2,217,707	3,611,279	38.6	1,393,572	0	1,937,804	4,320,234	55.2
43 759 BUILDINGS	0	1,065,861	100.0	1,065,861	0	117,487	454,681	74.2
<b>TOTAL - NEW PUPIL PLACES</b>	<b>3,924,951</b>	<b>6,286,026</b>	<b>37.6</b>	<b>2,361,075</b>	<b>64,759</b>	<b>3,516,022</b>	<b>6,600,874</b>	<b>46.7</b>
<b>PROVISION FOR RESERVES</b>								
<b>TOTAL - PROVISION FOR RESERVES</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>
<b>TOTAL - CAPITAL AND OTHER EXPEN</b>	<b>7,301,313</b>	<b>11,077,240</b>	<b>34.1</b>	<b>3,775,927</b>	<b>157,881</b>	<b>10,719,815</b>	<b>15,310,879</b>	<b>30.0</b>

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
 UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN  
 FOR THE PERIOD ENDED: MAY 31, 2009**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
<b>GRAND TOTAL-</b>	169,936,846	221,457,181	23.3	51,520,335	1,023,980	161,598,332	212,646,964	24.0

**Prepared by : William Tumath  
 Finance Department**

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
PUBLIC SESSION  
JUNE 16, 2009**

**TOPIC: NIAGARA CATHOLIC ANNUAL BUDGET 2009-2010**

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Budget Book under separate cover.

**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the Niagara Catholic Annual Budget 2009-2010, which amounts to a total of \$228,706,574, as presented.

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

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

Approved by: John Crocco, Director of Education

Date: June 16, 2009



NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

## **REPORT TO BOARD MEETING JUNE 16, 2009**

### **NIAGARA CATHOLIC ANNUAL BUDGET 2009-2010**

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#### **BACKGROUND INFORMATION**

On March 27, 2009 Kathleen Wynne, Minister of Education, announced the funding allocations for the school year 2009-10. She indicated that school boards would receive an increase of \$592 Million, which represents an increase of approximately 3.1%, over last year.

The 2009-2010 Grants for Student Needs (GSN) include the funding required to support the staffing provisions and the 3% increase in compensation for all staffing categories under the Provincial Framework Agreements (PFA).

In order to deal with the current global economic uncertainty, the Ontario Government has found it necessary to impose constraint measures on all school boards in the funding envelopes for textbooks and learning materials, computers, professional development and transportation. These constraint measures will result in a funding reduction of approximately \$1 Million for Niagara Catholic.

It is important to note that the operating costs of all school boards continue to increase substantially in the following areas: Special Education, Employee Benefits, Plant Utilities and Student Transportation. These operating costs are still exceeding the related funding allocations provided by the funding formula for the year 2009-2010 and, as a result, all school boards continue to face challenges in balancing their budgets.

The members of Senior Staff have now completed the review and analysis of the 2009-2010 Budget Requests submitted by staff, including the deployment of staff and the allocation of resources to the schools and departments of the Board. After many meetings and deliberations, the members of Senior Staff have now completed the preparation of the Niagara Catholic Annual Budget 2009-2010.

The 2009-10 Annual Budget amounts to a total of \$228,706,574 and it will be balanced with a transfer of \$1,753,539 from the Reserve for Working Funds. This budget will enable Niagara Catholic to continue to offer excellent educational programs to all the students in its jurisdiction.

Please note that the Niagara Catholic Annual Budget 2009-2010 was prepared in accordance with the System Priorities approved by the Board and in accordance with the Compliance Requirements established by the Ministry of Education.

We take this opportunity to express our appreciation to all Board Staff, who have been involved in the budget process, for their diligence and hard work.

**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the Niagara Catholic Annual Budget 2009-2010, which amounts to a total of \$228,706,574, as presented.

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Prepared by    Larry Reich, Superintendent of Business & Financial Services  
                          Administrative Council

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

Approved by:    John Crocco, Director of Education

Date:             June 16, 2009

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
PUBLIC SESSION  
JUNE 16, 2009**

**TOPIC: EXECUTIVE COUNCIL POWER**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board empower Executive Council to approve any actions, of an emergency nature, recommended by the Director of Education, if a quorum cannot be achieved after a Special Meeting of the Board is called as per Board By-Laws, during the months of July and August 2009.

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Prepared by: John Crocco, Director Of Education  
Presented by: John Crocco, Director Of Education  
Date: June 16, 2009



NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

## REPORT TO BOARD MEETING JUNE 16, 2009

### EXECUTIVE COUNCIL POWER

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#### BACKGROUND INFORMATION

The following recommendation is presented in the event that it becomes necessary to call a Special Meeting of the Board to deal with emergency items and a quorum cannot be achieved.

#### RECOMMENDATION

**THAT** the Niagara Catholic District School Board empower Executive Council to approve any actions, of an emergency nature, recommended by the Director of Education, if a quorum cannot be achieved after a Special Meeting of the Board is called as per Board By-Laws, during the months of July and August 2009.

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Prepared by: John Crocco, Director of Education  
Presented by: John Crocco, Director of Education  
Date: June 16, 2009



**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
PUBLIC SESSION  
JUNE 16, 2009**

**TOPIC: ONTARIO SECONDARY SCHOOL LITERACY TEST 2009**

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The report on the Secondary School Literacy Test 2009 is presented for information.

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Prepared by: Yolanda Baldasaro, Superintendent of Education  
Robert DiPersio, Administrator of Special Projects

Presented by: Yolanda Baldasaro, Superintendent of Education  
Robert DiPersio, Administrator of Special Projects

Approved by: John Crocco, Director of Education

Date: June 16, 2009



NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

## REPORT TO BOARD MEETING JUNE 16, 2009

### ONTARIO SECONDARY SCHOOL LITERACY TEST

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#### BACKGROUND INFORMATION

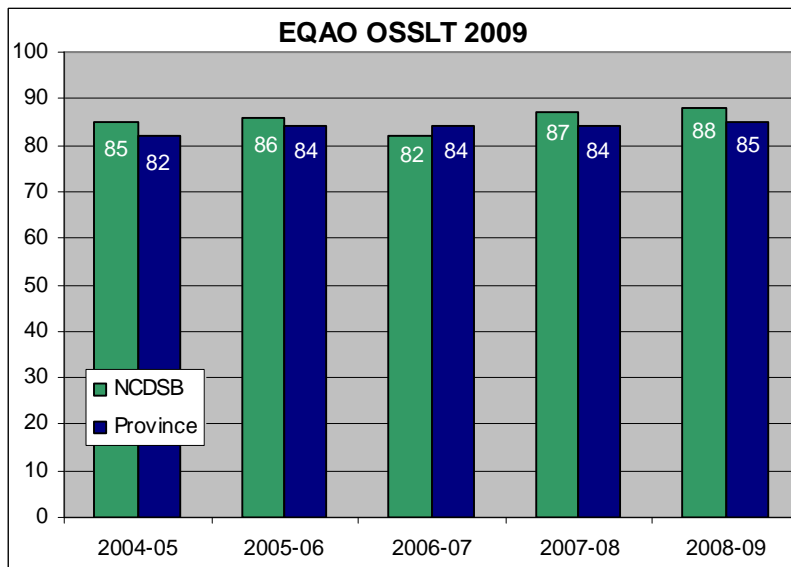
The purpose of the Ontario Secondary School Literacy Test (OSSLT) is to determine whether a student has the literacy (reading and writing) skills required to meet the standard for understanding reading selections and communicating in a variety of writing forms expected by *The Ontario Curriculum* across all subjects up to the end of Grade 9. Successful completion of the test or of the Ontario Secondary School Literacy Course is one of the 32 requirements for an Ontario Secondary School Diploma. Students who do not pass the OSSLT have another opportunity to write the test or to participate in the Ontario Secondary School Literacy Course.” (Highlights of the Provincial Results, Ontario Secondary School Literacy Test, 2008-2009, [www.eqao.com](http://www.eqao.com))

The Ontario Secondary School Literacy Test took place on April 2, 2009 throughout the province. The chart below provides highlights from the 2009 administration comparing Niagara Catholic results relative to the Provincial results.

Area of Comparison	Niagara Catholic	Province
Success Rate (First-time Eligible, Fully Participating)	88%	85%
Participation Rate	95%	93%
Success Rate – Students enrolled in Academic English Course	97%	96%
Success Rate – Students enrolled in Applied English Course	67%	62%
Success Rate – English Language Learners	80%	66%
Success Rate – Students with Special Needs	52%	55%
Success Rate – Boys	85%	82%
Success Rate - Girls	91%	88%

This year’s First-time Eligible, Fully Participating success rate indicates a 1% improvement from last year for both Niagara Catholic and the province.

The graph below shows a five-year trend for student achievement, Niagara Catholic relative to the Provincial results.



EQAO results are one form of indicators of student learning that measure achievement and have become an integral tool for improvement planning at the school and Board levels. Niagara Catholic has an OSSLT committee that includes representation from each of our secondary schools and Board personnel. This committee continues to focus on OSSLT data analysis, sharing of best practices, investigation of current local, national and international research trends in literacy and large scale assessments, and resource development.

The report on the Secondary School Literacy Test 2009  
is presented for information.

Prepared by: Yolanda Baldasaro, Superintendent of Education  
Robert DiPersio, Administrator of Special Projects

Presented by: Yolanda Baldasaro, Superintendent of Education  
Robert DiPersio, Administrator of Special Projects

Approved by: John Crocco, Director of Education

Date: June 16, 2009

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
PUBLIC SESSION  
JUNE 16, 2009**

**TOPIC: EXTENDED OVERNIGHT FIELD TRIP, EXCURSION AND  
EXCHANGE APPROVAL COMMITTEE 2009-2010**

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The report on the Extended Overnight Field Trip,  
Excursion and Exchange Approval Committee  
for 2009-2010 is presented for information.

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Prepared by: Frank Iannantuono, Superintendent of Education  
Presented by: Frank Iannantuono, Superintendent of Education  
Approved by: John Crocco, Director of Education  
Date: June 16, 2009



NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

## **REPORT TO THE BOARD MEETING JUNE 16, 2009**

### **EXTENDED OVERNIGHT FIELD TRIP, EXCURSION AND EXCHANGE APPROVAL COMMITTEE – 2009-2010**

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#### **BACKGROUND INFORMATION**

The Extended Overnight Field Trip, Excursion and Exchange Approval Committee continues to review proposals for 2009-2010 extended overnight field trips, excursions and exchanges as submitted to date. The composition of the approval Committee is as follows:

- |                                   |   |                   |
|-----------------------------------|---|-------------------|
| 1 Supervisory Officer             | - | Frank Iannantuono |
| 1 Secondary School Principal      | - | Mario Ciccarelli  |
| 1 Secondary School Vice-Principal | - | Jeff Smith        |
| 1 Education Services Member       | - | Mike Sheahan      |

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

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

An Excursion is defined as:

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

Attached to this information report is an Executive Summary of a 2009-2010 Extended Overnight Field Trip as submitted on Tuesday, June 9<sup>th</sup>, 2009 and approved by the Committee.

The report on the Extended Overnight Field Trip, Excursion and Exchange Approval Committee for April 2009 is presented for information.

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Prepared by: Frank Iannantuono, Superintendent of Education  
Presented by: Frank Iannantuono, Superintendent of Education  
Approved by: John Crocco, Director of Education  
Date: June 16, 2009

## EXECUTIVE SUMMARY

Appendix A

### Extended Overnight Field Trip, Excursion and Exchange Committee Approvals – 2009-2010

School	Type	Approval Required	Destination	Curriculum Unit/Theme	Education Value	Date	Students on Trip	Duration	Cost (Approx)	Transportation
<b>Approved June 2009</b>										
8 Secondary Schools	Extended Overnight Field Trip and Excursion	Superintendent and Extended Overnight Field Trip Committee	Camp Olympia Huntsville, Ontario	Catholic Leadership	Build community of Catholic Student Leaders Intentionally link “Me to We” philosophy with CGE, Development and Peace philosophy and Catholic Missions Train participants for role as leader. October 22 <sup>nd</sup> , 2009: Students will participate in Student Forum being held in Toronto.	Sunday, August 30 <sup>th</sup> , 2009 to Thursday, September 3 <sup>rd</sup> , 2009	8 students 1 staff 1 chaperone	5 days 4 nights	\$80.00/student through cost sharing	Parents’ responsibility

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
PUBLIC SESSION  
JUNE 16, 2009**

**TOPIC: TRUSTEE INFORMATION  
SPOTLIGHT ON NIAGARA CATHOLIC  
JUNE 2, 2009**

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# Spotlight

ON  
NIAGARA CATHOLIC

www.niagaracatholic.ca

June 2, 2009

## Niagara Catholic Rowers Excel at Schoolboy Regatta in St. Catharines

The high school rowing season came to a close on May 31st, when the final shell came out of the water at the end of the 64th annual Canadian Secondary Schools Rowing Championships at Henley Island in St. Catharines, and many Niagara Catholic crews came out winners.

Known as the "Schoolboy," the regatta is the culmination of regattas held at Henley Island throughout the spring. Rowers from across Niagara Catholic joined crews from across Ontario and Canada in taking part in this national rowing event.

Eight Niagara Catholic crews - more than any other local high school - brought home gold: St. Francis Catholic High School's Senior Men's Double (Daniel Corso and Russell McKean); St. Francis's Junior Men's Double (Brian Schenck, Blake Sandham); Saint Michael Catholic High

School's Senior Women's Quad (Maryann Watson, Alexandra McColl, Michelle Aylard, Caryn Dooner); Saint Michael Senior Women's 63-kg. Single (Elizabeth Fenje); Saint Michael's Junior Men's Single (Connor Boyd); Notre Dame College School's Senior Women's Pair (Katrina Pichelli, Chris Beuparlant); Senior Men's 72-kg Single (Zachary Fry) and Notre Dame's Junior Women's Four with Cox (Chelsea Futers, Kyra Kovacks, Aleda Kowalek, Quinn Vos, Jacob Parrotta).

Earning silver medals for Niagara Catholic were Denis Morris's Junior Men's Single (Cameron Mate); Notre Dame's Senior Women's Four with Cox (Taylor Andrews, Catherine Chivers, Katrina Pichelli, Chris Beuparlant and Madison Smith); Notre Dame's Senior Men's Single (Zachary Fry);

St. Francis's Junior Women's Single (Marissa Camp) and St. Francis's Junior Women's 63-kg. Four with Cox (Jessica Rowbottom, Alicia Marconi, Sarah Slattery, Kathleen Rozman and Sarah Kent).

Blessed Trinity Catholic High School's Senior Men's Four with Cox finished with a bronze medal, as did the Junior Men's Double team from Holy Cross Catholic Secondary School (Zach Korsmit and Tyler Reiter), St. Francis's Senior Men's 72-kg. Single (Russell McKean) and Denis Morris's Senior Women's Single (Sarah Wiley).

Several Niagara Catholic crews rounded out the top six boats in the regatta. Niagara Catholic received several accolades following the regatta. St. Francis double Daniel Corso and Russell McKean each qualified to try out for the Canadian Junior Rowing Team. Marisa Kump, a Grade 10 student at St. Francis, finished 5th in the National Trials.

Director of Education John Crocco accepted an award for Niagara Catholic and Board Chair Kathy Burtnik received an award from the Canadian Secondary School Rowing Association, each being recognized for contributions to athlete and rower development.

### New Student Trustees

The names of the two student trustees for the 2009-2010 school year were announced during the June 2nd Committee of the Whole Meeting.

Juliana Ciccarelli from Saint Paul Catholic High School in Niagara Falls and Megan Grocholsky from Notre Dame College School in Welland will represent students at the Board from September 2009-June 2010.



**St. Francis Catholic Secondary School's Junior Men's Double crew of Brian Schenck (left) and Blake Sandham took a gold in the Canadian Secondary Schools Rowing Championships at Henley Island, May 31. The "Schoolboy Regatta," as it is known, is the culmination of the High School rowing season. Photo courtesy of Stan Lapinski.**



## Board Receives Policy Development Update

During the June 2nd Committee of the Whole meeting, the Board received an update on five policies currently in development.

The **Safe Physical Intervention with Students Policy**, **Self-Identification of Aboriginal Students Policy**, **Conflict of Interest for Employees Policy**, **Code of Conduct - Trustees Policy** and **Accessible Customer Service Policy** will all be presented to the Committee of the Whole in the Fall.

Policies being presented to the Board on June 16th are: **Attendance Area Policy (#301.3)**, **Student Admissions** (Currently known as **Admissions of Students of Non-Separate School Supporters #301.1**), **Student Volunteer Driver (#302.4)**, **Student Expulsion - Safe Schools (#302.6.5)**, **Student Suspension - Safe Schools (#302.6.4)** and **Nutrition Policy (302.7)**.

These policies are currently being vetted. If approved, will be presented June 16th.

## Board to Establish Attendance Area Committees

Following the Board's approval of the *Senior Staff Follow-Up Report on the Pupil Accommodation Review for Niagara Falls Elementary, St. Catharines Elementary and St. Catharines Secondary* at the May 26th meeting, Senior Staff has recommended the establishment of three Ad-Hoc Attendance Area Review Committees.

The first committee will deal with the Niagara Catholic Elementary and Secondary Family of Schools in Niagara Falls. The second will deal with the Elementary and Secondary Family of Schools in St. Catharines. A third Ad-Hoc Attendance Area Review Committee will be set up for the area of St. George Catholic Elementary School in Crystal Beach and St. Joseph Catholic Elementary School in Snyder.

Senior Staff has identified the need to review the boundaries at St. George and St. Joseph. There is limited space for portables at St. George, while St. Joseph has surplus space available.

Each Committee will be comprised of three Trustees, including one Trustee from the area, one Superintendent of Education, School Principals and the Controller of Plant and/or a designate who will serve as a resource person.

A Trustee shall serve as Chair of the Committee. The Superintendent will serve as the resource and secretary to the Ad Hoc Committee.

Each Committee will present its final report and recommendations to the Board, through Committee of the Whole, no later than January, 2010.

### Larkin Estate Recipients Named

Five graduates of Niagara Catholic will receive \$500 towards their post-secondary educations in the field of medicine this year.

Emily Baker, Ariana Visentin, Leona Belle Cunningham, Ashley Grundy and Melissa Cercone were approved as Larkin Estate Award recipients at the June 2nd Board meeting. Emily, Ariana, Ashley and Melissa will all pursue Bachelor of Science in Nursing degrees. Leona Belle will train to become a paramedic.

Trustees also approved renewal requests from 12 students preparing for a career in health care or social work.

The Larkin Estate Awards have been awarded annually since 1969. A total of \$85,000 will be awarded this year.

### Student Success Strategy Shared

Student success strategies employed by Niagara Catholic as part of the province-wide Student Success/Learning to 18 Strategy are working.

The Ministry of Education has set a goal of having a four-year graduation rate of 85 per cent by 2011. Niagara Catholic has averaged 85 per cent for the past two years.

Province-wide, the graduation rate was 68 per cent in 2003-04. It climbed to 78 per cent in 2007-08.

Programs which engage students, such as the Specialist High Skills Major Program, and efforts to identify at-risk students early are credited with helping Niagara Catholic reach the goal ahead of the provincial timeline.

# A+++

+ Congratulations to Kevin Gryp and Tyler Plyley, who represented Niagara Catholic as a part of Team Ontario at the Canadian Skills Competition in Charlottetown, Prince Edward Island from May 20th -23rd. Kevin, a Grade 10 student at St. Francis Catholic Secondary School in St. Catharines, brought home a silver medal in the Website Design category after a two-day competition to develop a new website for P.E.I Tourism. Tyler, a Grade 11 student at Saint Michael Catholic High School in Niagara Falls, also earned a silver medal in the Electronics division at the national competition. Julia Falvo, a student at Notre Dame College School in Welland, was also a member of Team Ontario, taking part in the Hairstyling competition.

+ Congratulations to Mariah Kelly, a Grade 12 student at Saint Michael Catholic High School in Niagara Falls, who broke a 20-year-old record in the 800 m at the Zone 2/3 track meet in May. Mariah's time of 2:21, beat the old record by two seconds. She plans to return to Saint Michael in September for another year, with an eye to sprinting her way to a new Provincial record in 2010, with a time of 2:04.

*Congratulations!*

**Nurturing Souls  
&  
Building Minds**

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
PUBLIC SESSION  
JUNE 16, 2009**

**TOPIC: TRUSTEE INFORMATION  
ELEMENTARY PRINCIPAL & VICE-PRINCIPAL  
APPOINTMENTS AND TRANSFERS 2009-2010**

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NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

~~~~ **COMMUNICATIONS NOTICE** ~~~~

The Director of Education is pleased to make the following announcements:

**Principal Appointments effective September 1, 2009**

**Amanda Cybula** – Principal of St. Patrick , Niagara Falls  
Amanda is currently the Vice Principal of Student Support Services

**Theo Dagenais** – Principal of St John Bosco, Port Colborne  
Theo is currently the Vice Principal of Alexander Kuska

**Mary Kay Kalagian** – Principal of St. Augustine, in Welland  
Mary Kay is currently the Vice Principal of Our Lady of Victory Jr. & Sr.

**Kevin Lamb** – Principal of St. Nicholas in St. Catharines  
Kevin is currently the Vice Principal of St. Alexander

**Margaret Marion** – Principal of St. Peter , St. Catharines  
Marge is currently the Vice Principal of St. Alfred

**Principal Transfers effective September 1, 2009**

**Susan Boychuck**- Principal of St. Christopher, St. Catharines  
Susan is currently the Principal of St. Patrick, Niagara Falls

**Mary-Clare Cvasin** – Principal of St. Theresa, St. Catharines  
Mary-Clare is currently the Principal of St. Nicholas

**Glenda Hillier**- Principal of St. Vincent de Paul, Niagara Falls  
Glenda is currently the Principal of St. Peter

**Kim Kuchar** – Principal of St. Charles, Thorold  
Kim is currently the Principal of St. Theresa

**Mark Lefebvre** – Administrator – School Effectiveness Framework  
Mark is currently the Principal of St. Vincent de Paul



NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

~~~~ **COMMUNICATIONS NOTICE** ~~~~

The Director of Education is pleased to make the following announcements:

**Vice Principal Transfers effective September 1, 2009**

**Carla Bianco** – Vice Principal of Loretto Catholic , Niagara Falls  
Carla is currently the Vice Principal of Student Support Services

**Rian Bishop** – Vice Principal of St. Anthony, St. Catharines  
Rian is currently the Vice Principal of Canadian Martyrs

**Mary Ellen Frassetto** – Vice Principal of St. Martin, Smithville  
Mary Ellen is currently the Vice Principal of St. Andrew

**Debbie Guthrie** – Vice Principal of Canadian Martyrs, St. Catharines  
Debbie is currently the Vice Principal of St. Mark

**Branka Jones** – Vice Principal of Our Lady of Victory Jr. and Sr., Fort Erie  
Branka is currently the Vice Principal of St Martin

**Mary Lou Vescio**- Vice Principal of St. Alexander, Fonthill  
Mary Lou is currently the Vice Principal of Mary Ward

**Angela Villella** – Vice Principal of Alexander Kuska, Welland  
Angela is currently the Vice Principal of St. Anthony

***Secondary Principal and Vice-Principal  
Appointments and Transfers to be announced shortly.***

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
PUBLIC SESSION  
JUNE 16, 2009**

**TOPIC: TRUSTEE INFORMATION  
CALENDAR OF EVENTS – JUNE 2009**

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# June 2009

SUN

MON

TUE

WED

THU

FRI

SAT

1  
**Canadian Environment Week**  
**May 31 - June 6, 2009**  
 The week coincides each year with World Environment Day (5 June).

7

8

14

15  
 16  
**Policy Mtg**  
 5:30 pm CEC  
**Board Mtg**  
 7:00 pm CEC

21  
**Father's Day**  
**Summer Solstice**

28

29  
 Elementary & Secondary PA Day

2  
**CW Mtg**  
 7:00 pm CEC

9

17  
 OECTA Secondary Retirement Party

23  
**Graduation**  
 -Denis Morris  
**Official Groundbreaking**  
 - Cardinal Newman  
 9:15 am

30  
 School's out for summer!

3  
**SEAC Mtg**  
 7:00 pm CEC

10  
 Service Recognition Celebration

18

24  
**Graduation**  
 -Holy Cross  
 -Noire Dame  
 -St. Francis  
 -Saint Paul

4  
 Young Artists Gallery Opening CEC  
 7:00 to 9:00 pm

11  
 Niagara Catholic Administrative Leadership Symposium

19  
**Secondary Exams**  
 Jun 19/09 to Jun 25/09

25  
**Graduation**  
 -Saint Michael  
 -Blessed Trinity

5  
 Loretto Sisters Anniversary Dinner

12

20  
 OECTA Elementary Retirement Party

26  
**Graduation - Lakeshore Catholic Secondary PA Day Official Groundbreaking**  
 - St. Joseph, Gr - 9:00 am  
 - Our Lady of Fatima, Gr- 10:45 am

6

13



**Niagara Catholic District School Board**  
**Events posted at**  
[www.niagaracatholic.ca](http://www.niagaracatholic.ca)

**Celebrate Canada is an eleven-day celebration which takes place from June 21<sup>st</sup> to Canada Day, July 1<sup>st</sup>.**

**Note:**  
 The Catholic Education Centre will be operating on Summer Hours beginning July 2<sup>nd</sup>.  
 Mon -Thurs 8:30 am - 4:00 pm  
 Fri 8:30 am - 1:00 pm