



The Niagara Catholic District School Board through the charisms of faith, social justice, support and leadership, nurtures an enriching Catholic learning community for all to reach their full potential and become living witnesses of Christ.

AGENDA AND MATERIAL

BOARD MEETING

TUESDAY, SEPTEMBER 27, 2011

7:00 P.M.

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

A. ROUTINE MATTERS

1. Opening Prayers – Trustee Burkholder -
2. Roll Call -
3. Approval of the Agenda -
4. Declaration of Conflict of Interest -
5. Minutes of the Board Meeting of June 14, 2011 A5

B. DELEGATIONS/PRESENTATIONS

C. COMMITTEE AND STAFF REPORTS

1. School Excellence Program C1
St. Francis Catholic Secondary School
2. Unapproved Minutes of the Committee of the Whole Meeting of September 13, 2011 C2
and Consideration of Recommendations
 - 2.1 Niagara Catholic Parent Involvement Committee By-Laws C2.1
 - 2.2 Long Term Financing of Sinking Fund Debentures C2.2
Scheduled to Mature in October 2011
 - 2.3 Elementary & Secondary Staffing 2011-2012 C2.3
3. Special Education Advisory Committee
 - 3.1 Approved Minutes of the S.E.A.C. Meeting of June 1, 2011 C3.1
 - 3.2 Change in Representation to S.E.A.C. C3.2
4. Niagara Catholic Parent Involvement Committee
 - 4.1 Approved Minutes of the N.C.P.I.C. Meeting of May 12, 2011 C4.1
 - 4.2 Student Learning II - A Parent Focus C4.2
5. Niagara Catholic Strategic Directions Priority Indicators 2010-2011 Achievement Report C5
6. Education Quality and Accountability Office (EQAO) Primary and Junior Provincial C6
Assessments of Reading, Writing and Mathematics and Grade 9 Assessments
of Mathematics - Academic and Applied 2010-2011

- | | | |
|-----|---|------|
| 7. | Financial Reports | |
| 7.1 | Monthly Banking Transactions for the Months of June, July and August 2011 | C7.1 |
| 7.2 | Statement of Revenue and Expenditures as at August 31, 2011 | C7.2 |

D. TRUSTEE ITEMS, OPEN QUESTION PERIOD & OTHER BUSINESS

- | | | |
|-----|--|------|
| 1. | Correspondence | |
| 1.1 | OCSTA - Broader Public Sector Perquisites Directive | D1.1 |
| 2. | Report on Trustee Conferences Attended | |
| 2.1 | Catholic Education: A National Conversation | - |
| 3. | General Discussion to Plan for Future Action | - |
| 3.1 | Pupil Accommodation and Attendance Area Ad Hoc Committees | - |
| 4. | Trustee Information | - |
| 4.1 | Spotlight on Niagara Catholic – September 14, 2011 | D4.1 |
| 4.2 | Calendar of Events – October 2011 | D4.2 |
| 4.3 | St. Augustine Catholic Elementary School Blessing – September 29, 2011 – 7:00 p.m. | - |
| 4.4 | Professional Activity Day – October 7, 2011 | - |
| 4.5 | OCSTA Labour Relations Seminar – November 17 & 18, 2011 | D4.5 |
| 4.6 | 2012 OCSTA AGM & Conference - Resolutions & Trustee Award of Merit
Nomination Packages | D4.6 |
| 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

- | | | |
|----|---|----|
| 1. | Notice of Motion - Inclusivity Policy on the Hiring Process of Senior Staff | E1 |
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F. BUSINESS IN CAMERA

G. REPORT ON IN CAMERA SESSION

H. FUTURE MEETINGS AND EVENTS

I. MOMENT OF SILENT REFLECTION FOR LIFE

J. ADJOURNMENT

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
SEPTEMBER 27, 2011**

PUBLIC SESSION

**TOPIC: MINUTES OF THE BOARD MEETING OF
JUNE 14, 2011**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Minutes of the Board Meeting of June 14, 2011, as presented.



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

MINUTES OF THE BOARD MEETING

TUESDAY, JUNE 14, 2011

Minutes of the Meeting of the Niagara Catholic District School Board, held on Tuesday, June 14, 2011, 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 Nieuwesteeg.

2. Roll Call

Chairperson Burtnik noted that Trustee Fera asked to be excused from the Board Meeting and that the Student Trustees were in attendance.

Moved by Trustee Nieuwesteeg

Seconded by Trustee O'Leary

THAT the Niagara Catholic District School Board excuse Trustee Fera from attending the Board Meeting of June 14, 2011.

CARRIED

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

The following staff were in attendance:

John Crocco, Director of Education; **Yolanda Baldasaro**, **Lee Ann Forsyth-Sells**, **Frank Iannantuono**, Superintendents of Education; **Larry Reich**, Superintendent of Business & Financial Services; **James Woods**, Controller of Plant; **Jennifer Brailey**, Manager of Corporate Services & Communications; **Sherry Morena**, Recording Secretary/Administrative Assistant, Corporate Services & Communications

3. **Approval of the Agenda**

Moved by Trustee Charbonneau

Seconded by Trustee Sicoli

THAT the Niagara Catholic District School Board approve the Agenda of the Board Meeting of June 14, 2011, 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 May 24, 2011**

Moved by Trustee MacNeil

Seconded by Trustee Nieuwesteeg

THAT the Niagara Catholic District School Board approve the Minutes of the Board Meeting of May 24, 2011, as presented.

CARRIED

B. DELEGATIONS

1. **Kids Helping Kids...Celebrating 13 Years of Contributions**

Yolanda Baldasaro, Superintendent of Education, presented background information on "Kids Helping Kids...Celebrating 13 Years of Contributions".

Jim Marino, Executive Director of the Niagara Peninsula Children's Centre, publicly thanked the Board for all their support over the years and related a few success stories regarding children who attended the Centre. These accomplishments and successes are made possible thanks to donations made to the Niagara Peninsula Children's Centre.

Mr. Marino was presented with a cheque in the amount of \$35,656.66 on behalf of the staff and students of the Niagara Catholic District School Board.

Chairperson Burtnik commented on the shared compassion of everyone in helping children reach their full potential and thanked Mr. Marino for his dedication to the children.

2. **OFSAA Medalists 2011**

Superintendent Baldasaro welcomed Michael Sheahan, Physical & Health Education Consultant, who presented a list of the student accomplishments that include Gold, Silver and Bronze medal placements in OFSAA, in both individual and team competitions. Secondary School Principals and other coaches/teachers were present to introduce and congratulate the students on their accomplishments.

On behalf of Niagara Catholic, Superintendent Baldasaro extended sincere appreciation to school staff, outside coaches and parents for dedicating their time and efforts in motivating and guiding the our students

Chairperson Burtnik congratulated all the athletes on their accomplishments and dedication to their sports. Chairperson Burtnik along with fellow Trustees and Director Crocco presented the students with Niagara Catholic “Excellence in Athletics” pins.

3. Canadian Secondary Schools Rowing Association Regatta 2011

Superintendent Baldasaro informed the Board that secondary students from across Niagara Catholic competed in the Annual Canadian Secondary Schools Rowing Association Regatta in St. Catharines in June 2011, which resulted in several Gold, Silver and Bronze medal placements, in both individual and team competitions.

Chairperson Burtnik praised the teams and coaches for their accomplishments. The Chairperson with the assistance of Trustees and Director Crocco presented the Team with Niagara Catholic “Excellence in Athletics” pins.

4. Ontario Skills Competition 2011

Superintendent Baldasaro welcomed Marco Magazzeni, Consultant: Technology/SHSM, who presented the report on the Ontario Skills Competition 2011, stating that Team Niagara Catholic was well represented with over twenty (20) students representing Niagara Catholic in various competitions.

Nasir Dowlatkahi and Craig Vandenberg, students from Saint Michael Catholic High School, Niagara Falls, earned Gold in the area of Web Design and Silver in the area of Electronics at the Skills Canada National Competition held in Quebec City, Quebec.

Superintendent Baldasaro thanked teachers Andre Mayer and Paul Cianflone for their dedication to the students and the Specialist High Skills Major Program.

Chairperson Burtnik with the assistance of Trustee Nieuwesteeg and Director Crocco presented Nasir and Craig with Niagara Catholic “Excellence in Academic” pins and trophies.

C. COMMITTEE AND STAFF REPORTS

1. School Excellence Program – St. Andrew Catholic Elementary School

Director Crocco provided background information on the monthly School Excellence Program. Lee Ann Forsyth-Sells, Superintendent of Education, introduced St. Andrew’s Catholic Elementary School’s Acting Principal Carla Bianco.

Acting Principal Bianco, with the assistance of students and staff showcased St. Andrew Catholic Elementary School as part of the School Excellence Program.

Chairperson Burtnik thanked Principal Bianco, the staff and students for their presentation and performance.

2. Unapproved Minutes of the Committee of the Whole Meeting of June 7, 2011 and Consideration of Recommendations

Moved by Trustee Burkholder

Seconded by Trustee Charbonneau

THAT the Niagara Catholic District School Board receive the unapproved Minutes of the Committee of the Whole Meeting of June 7, 2011, as presented.

CARRIED

The following recommendations were presented for the Board's consideration from the Committee of the Whole Meeting of June 7, 2011:

2.1 Approval of Policies

2.1.1 Assessment, Evaluation and Reporting Policy (301.10) (Interim)

Moved by Trustee O'Leary

Seconded by Trustee Nieuwesteeg

THAT the Niagara Catholic District School Board approve the Assessment, Evaluation and Reporting Policy (301.10) (Interim), as presented.

CARRIED

2.1.2 Voluntary and Confidential Self-Identification Policy for First Nation, Métis and Inuit Students (301.9)

Moved by Trustee O'Leary

Seconded by Trustee Nieuwesteeg

THAT the Niagara Catholic District School Board approve the Voluntary and Confidential Self-Identification Policy for First Nation, Métis and Inuit Students (301.9), as presented.

CARRIED

2.1.3 Student Fees Policy (301.11) (Interim)

Trustees discussed the mandatory fee of student agendas as outlined in the Student Fees Administrative Guidelines. Superintendent Baldasaro and Director Crocco addressed Trustees concerns.

Moved by Trustee O'Leary

Seconded by Trustee Nieuwesteeg

THAT the Niagara Catholic District School Board approve the Student Fees Policy (301.11) (Interim), as presented.

CARRIED

2.2 Larkin Estate Admission Awards 2010-2011

Moved by Trustee Charbonneau

Seconded by Trustee O'Leary

THAT the Niagara Catholic District School Board approve the payment of \$11,000.00 for Larkin Estate Admission Awards as presented.

CARRIED

2.3 Annual Budget 2011-2012

Moved by Trustee Sicoli

Seconded by Trustee Nieuwesteeg

THAT the Niagara Catholic District School Board approve the report on the Annual Budget 2011-2012, as presented.

CARRIED

3. Minutes of the Special Education Advisory Committee Meeting of May 4, 2011

Moved by Trustee MacNeil

Seconded by Trustee Burkholder

THAT the Niagara Catholic District School Board receive the Minutes of the Special Education Advisory Committee Meeting of May 4, 2011, as presented for information.

CARRIED

4. Extended Overnight Field Trip/Excursion/Exchange Trip Information

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

5. Executive Council Power

Director Crocco presented the standard annual report on Executive Council Power stating that it is being presented should an emergency situation occur during the months of July and August and a quorum for a Special Board Meeting cannot be reached after all reasonable attempts have been exhausted.

Moved by Trustee Nieuwesteeg

Seconded by Trustee Burkholder

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 2011.

CARRIED

6. Niagara Catholic 2011-2012 Annual Budget

Director Crocco presented the Niagara Catholic 2011-2012 Annual Budget. He stated that Senior Staff is submitting a balanced budget, under the Ministry of Education criteria. The Budget continues to allocate the necessary funding to implement and deliver the excellence in distinctive programs and services to our students and staff as approved in the Board approved Vision 2020 Strategic Plan; System Priority Indicators for 2011-2012; Board Policies and Administrative Guidelines; Ministry of Education Directives.

Director Crocco will continue to keep the Board updated through budget reports and revised estimates.

Chairperson Burtnik along with Trustees thanked and congratulated the Director of Education and Senior Administrative Council for undertaking the time consuming task of preparing a balanced budget.

Moved by Trustee Burkholder
Seconded by Trustee MacNeil

THAT the Niagara Catholic District School Board approve the Niagara Catholic 2011-2012 Annual Budget as presented.

CARRIED

7. Financial Reports

7.1 Monthly Banking Transactions

Moved by Trustee O'Leary
Seconded by Trustee Sicoli

THAT the Niagara Catholic District School Board approve the Monthly Banking Transactions for the months of April and May 2011, as presented for information.

CARRIED

7.2 Statement of Revenue & Expenditures

Moved by Trustee O'Leary
Seconded by Trustee Sicoli

THAT the Niagara Catholic District School Board approve the Statement of Revenue and Expenditures as at May 31, 2011, as presented for information.

CARRIED

D. TRUSTEE ITEMS, OPEN QUESTION PERIOD & OTHER BUSINESS

1. Correspondence

Nil Report

2. Report on Trustee Conferences Attended

Nil Report

3. General Discussion to Plan for Future Action

Director Crocco spoke to the Attendance Area Review Ad Hoc Committee Meetings beginning in September 2011.

4. Trustee Information

Director Crocco reminded Trustees that the Board has 11 Board Approved Motions regarding the results of the Pupil Accommodation Report in May 2009 that are date and year specific. In addition, the Board has three (3) Attendance Area Review Ad Hoc Committees poised to begin deliberations in September towards a recommendation, following our process of extensive public input, by January 2012 to be in effect for February 2012 registration.

Committee Meeting dates will be confirmed over the next few weeks and emailed to all trustees.

4.1 Spotlight on Niagara Catholic – June 7, 2011

Director Crocco presented the Spotlight on Niagara Catholic – June 7, 2011 issue for Trustees' information.

4.2 Calendar of Events – June, July and August 2011

Director Crocco presented the Calendar of Events – June, July and August 2011 for Trustees' information

4.3 Japan Earthquake and Tsunami Relief Effort Fundraiser

Director Crocco presented information on the Japan Earthquake and Tsunami Relief Effort Fundraiser, which consists of contributions to the Share Lent campaign, the events of Catholic Education Week, and the upcoming Niagara Catholic invitational system fundraiser.

To date \$13,849.33 has been raised and will be forwarded on behalf of the Niagara Catholic District School Board to the Canadian Catholic Organization for Development and Peace to be forwarded to the Catholic Bishops' of Japan

5. Open Question Period

None Submitted

E. NOTICES OF MOTION

1. Postponed Motion - Inclusivity Policy on the Hiring Process of Senior Staff

Chairperson Burtnik noted that the proposed motion regarding the establishment of an Inclusivity Policy on the Hiring Process of Senior Staff submitted by Trustee Fera on April 26, 2011 for presentation at the May 24, 2011 Board Meeting was postponed at Trustee Fera's request until he can be physically present at a meeting of the Board at which time this motion will be discussed.

F. NOTICES OF MOTION

1. Establishment of Ad Hoc Committee on the Bullying Prevention and Intervention Policy

Trustee MacNeil presented the motion requesting the establishment of an Ad Hoc Committee to research and report on the effectiveness and implementation of the "Bullying Prevention and Intervention Policy" (302.6.8).

Frank Iannantuono, Superintendent of Education, spoke on the Bullying Prevention and Intervention Policy and Administrative Guidelines, and notified Trustees that the Board has implemented a pilot project in six (6) schools conducting a climate assessment which collects and summarizes student, staff and parent perspectives on bullying and safety. The climate surveys are part of a comprehensive bullying prevention strategy to reduce incidents and fundamentally change attitudes toward the phenomenon of bullying. The surveys will help in-school teams determine school needs and make decisions on bullying-prevention programming.

Trustees will receive further information regarding the project as it becomes available.

Following discussion amongst the Trustees, Senior Staff was asked to review the Bullying Prevention and Intervention Policy and Administrative Guidelines.

Trustee MacNeil requested that the motion be withdrawn.

Moved by Trustee MacNeil

Seconded by Trustee Sicoli

THAT the Niagara Catholic District School Board create an Ad Hoc Committee to research and report on the effectiveness and implementation of “Bullying Prevention and Intervention Policy” # 302.6.8 and its associated administrative guidelines. This Ad Hoc committee will report to the Committee of the Whole no later than January 2012 and will consist of up to three trustees and other professional support to be chosen in consultation with the Director of Education.

WITHDRAWN

2. Establishment of Communication Policy

Trustee Sicoli submitted the following Notice of Motion for presentation at the September 27, 2011:

“THAT a clear policy be developed by the Board of Trustees to guide effective communication between Trustees, the Director of Education, Administration, and the community that is consistent with provincial legislation, the By-Law’s of Niagara Catholic and the Trustee Code of Conduct, so that Trustees may make clear decisions to guide Senior Administration in an atmosphere of mutual trust.”

Chairperson Burtnik, on behalf of the Board, expressed gratitude to the Student Trustees for their

G. BUSINESS IN CAMERA

Moved by Trustee

Seconded by Trustee

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 9:55 p.m. and reconvened at 10:55 p.m.

H. REPORT ON THE IN-CAMERA SESSION

Moved by Trustee Sicoli

Seconded by Trustee O’Leary

THAT the Niagara Catholic District School Board report the motions from the In Camera Session of the Board Meeting of June 14, 2011.

CARRIED

SECTION A: STUDENT TRUSTEES PRESENT

Moved by Trustee Charbonneau

Seconded by Trustee Nieuwesteeg

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 May 24, 2011, as presented.

CARRIED (Item F1)

Moved by Trustee Burkholder

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 June 7, 2011, as presented.

CARRIED (Item F2)

SECTION B: STUDENT TRUSTEES EXCLUDED

Moved by Trustee Burkholder

Seconded by Trustee O'Leary

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 May 24, 2011, as presented.

CARRIED (Item F4)

Moved by Trustee Burkholder

Seconded by Trustee O'Leary

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 June 7, 2011, as presented.

CARRIED (Item F5)

Moved by Trustee Nieuwesteeg

Seconded by Trustee Burkholder

THAT the Niagara Catholic District School Board receive the approved Minutes of the Audit Committee Meeting (In Camera) of March 24, 2011, as presented.

CARRIED (Item F6.1)

I. FUTURE MEETINGS AND EVENTS

J. MOMENT OF SILENT REFLECTION FOR LIFE

K. ADJOURNMENT

Moved by Trustee MacNeil

Seconded by Trustee Nieuwesteeg

THAT the June 14, 2011 meeting of the Niagara Catholic District School Board be adjourned.

CARRIED

This meeting was adjourned at 11:00 p.m.

Minutes of the Meeting of the Niagara Catholic District School Board held on **June 14th, 2011.**

Approved on the **27th** day of **September 2011.**

Kathy Burtnik
Chairperson of the Board

John Crocco
Director of Education/Secretary -Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
SEPTEMBER 27, 2011**

PUBLIC SESSION

**TOPIC: SCHOOL EXCELLENCE PROGRAM
ST. FRANCIS CATHOLIC SECONDARY SCHOOL**

Prepared by: Yolanda Baldasaro, Superintendent of Education

Presented by: Yolanda Baldasaro, Superintendent of Education

Presented by: John Crocco, Director of Education

Date: September 27, 2011



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO THE BOARD MEETING SEPTEMBER 27, 2011

SCHOOL EXCELLENCE PROGRAM ST. FRANCIS CATHOLIC SECONDARY SCHOOL

St. Francis Catholic Secondary School

541 Lake St.
St. Catharines, Ontario
L2N 4H7
Ph: 905.646.2002
Fx: 905.646.1452

Grades:
9 - 12

Principal:
Ken Griepsma

Superintendent:
Yolanda Baldasaro

**Catholic School Council
Chair:**
Elena Ross

Parish:
St. Denis
Star of the Sea

**Total enrolment as of
September 2011**
812



*Lord Make Me
An Instrument Of
Your Peace*

School Motto

St. Francis Catholic Secondary School is located in North St. Catharines in close proximity to Port Dalhousie. The school draws students from Mother Teresa Catholic Elementary School, St. Ann Catholic Elementary School, St. Denis Catholic Elementary School and St. James Catholic Elementary School. Established in 1995 on the former Holy Cross Catholic High School site, St. Francis has become known for its excellent academic, athletic, community and social justice initiatives.

A thriving community of approximately 800 students, St. Francis has at once maintained its “small school” culture while becoming known for the myriad of opportunities it presents students for growth academically, spiritually, physically and emotionally.

In 2007, graduates of St. Francis began roaming the halls as teachers to a new generation of students. The traditions established are being nurtured and grown through an energetic, knowledgeable and passionate staff committed to leading student achievement through continuous improvement.

Prepared by: Yolanda Baldasaro, Superintendent of Education/Human Resources

Presented by: Yolanda Baldasaro, Superintendent of Education/Human Resources

Approved by: John Crocco, Director of Education

Date: September 27, 2011

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
SEPTEMBER 27, 2011**

PUBLIC SESSION

**TOPIC: UNAPPROVED MINUTES OF THE COMMITTEE OF THE
WHOLE MEETING OF SEPTEMBER 13, 2011**

RECOMMENDATION

THAT the Niagara Catholic District School Board receive the unapproved Minutes of the Committee of the Whole Meeting of September 13, 2011, as presented.

The following recommendations are being presented for the Board's consideration from the Committee of the Whole Meeting of September 13, 2011.

2.1 Niagara Catholic Parent Involvement Committee By-Laws

THAT the Niagara Catholic District School Board approve the Niagara Catholic Parent Involvement Committee By-Laws (800.7), as presented.

**2.2 Long Term Financing of Sinking Fund Debentures
Scheduled to Mature in October 2011**

THAT the Niagara Catholic District School Board approve the Borrowing By-Law #B1-2011 in the amount of \$2,409,181 and the related documents, as presented in the report.

2.3 Elementary & Secondary Staffing 2011-2012

THAT the Niagara Catholic District School Board approve up to five (5) additional staff for deployment in the Elementary panel for the 2011-2012 school year.

THAT the Niagara Catholic District School Board approve up to five (5) additional staff for deployment in the Secondary panel for the 2011-2012 school year.



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

TUESDAY, SEPTEMBER 13, 2011

Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, September 13, 2011, at 7:00 p.m. in the Father Kenneth Burns csc Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

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

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayers were led by Trustee Burtnik.

2. Roll Call

Vice-Chairperson Charbonneau noted that all Trustees were in attendance, and welcomed new Superintendents Mark Lefebvre and Mario Ciccarelli along with the new Student Trustees Ryan Creelman and Patrick Morris.

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

The following staff were in attendance:

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

3. **Approval of the Agenda**

Moved by Trustee Nieuwesteeg

THAT the Committee of the Whole approve the Agenda of the Committee of the Whole Meeting of September 13, 2011, 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 Meeting of June 7, 2011**

Moved by Trustee Sicoli

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of June 7, 2011, as presented.

CARRIED

B. PRESENTATIONS

1. **Premier's Safe School Awards for Saint Paul Catholic High School and St. Philomena Catholic Elementary School**

Frank Iannantuono, Superintendent of Education, presented the report on the Premier's Safe School Awards for Saint Paul Catholic High School and St. Philomena Catholic Elementary School in which the schools were recognized for their initiative, creativity, and leadership in promoting a positive school climate.

Jeffery Smith, Principal of Saint Paul Catholic High School, introduced Saint Paul Social Climate Committee members Patrick Chalmers and Matthew Miani, and Saint Paul Student Council President Sharly Chan, along with Marie McKee and Bob Grand from St. Philomena Catholic Elementary School to present the two Premier's Safe School Award submission packages to the Province.

C. COMMITTEE AND STAFF REPORTS

1. **Director's Introduction to 2011-2012 School Year**

John Crocco, Director of Education, presented the Director's Introduction to 2011-2012 School Year, at which time he congratulated Senior Staff, Principals / Vice-Principals, Managers and staff for the preparation and attention to details over the summer which resulted in a smooth start to the year.

Director Crocco presented information on new staff appointments, the many events taking place in the 2011-2012 School Year and the various addition and renovation projects, some of which were completed over the summer, while others will be completed within the next year.

1.1 Niagara Catholic Senior Administrative Council 2011-2012

Director Crocco presented the organization chart for Niagara Catholic Senior Administrative Council 2011-2012.

2. Program Department - Executive Summary of Programs and Implementation for 2011-2012

Mark Lefebvre, Superintendent of Education, presented the Executive Summary of major initiatives implemented by the Program Department for a September start-up to the 2011-2012 school year and answered Trustees questions.

Trustees discussed the details of the Executive Summary of Programs and Implementation for 2011-2012.

**3. Niagara Catholic District School Board Annual Accessibility Plan
September 2011 to August 2012 (Year 9)**

Yolanda Baldasaro, Superintendent of Education, presented the report on the Niagara Catholic District School Board Annual Accessibility Plan, stating that the Niagara Catholic District School Board is committed to the continual improvement of access to school board facilities, policies, programs, and services for students, staff, parents/guardians, and members of the community with disabilities.

4. 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.

5. Catholic School Councils Parents Reaching Out Grants 2011-2012

Lee Ann Forsyth-Sells, Superintendent of Education, presented the report on Catholic School Councils Parents Reaching Out Grants 2011-2012, and indicated that for the 2011-2012 school year, thirty-one (31) schools in the Niagara Catholic District School Board have received PRO Grants to a total of \$27,920.00.

6. Niagara Catholic Parent Involvement Committee By-Laws

Superintendent Forsyth-Sells presented the Niagara Catholic Parent Involvement Committee By-Law, which have been developed to assist the Parent Involvement Committee with its duties and responsibilities in order to support the Mission of Catholic Education and the Mission of the Niagara Catholic District School Board.

Moved by Trustee Fera

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Niagara Catholic Parent Involvement Committee By-Laws (800.7), as presented.

CARRIED

7. Long Term Financing of Sinking Fund Debentures Scheduled to Mature in October 2011

Larry Reich, Superintendent of Business & Financial Services, presented the report on Long Term Financing of Sinking Fund Debentures Scheduled to Mature in October 2011.

Moved by Trustee Nieuwesteeg

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Borrowing By-Law #B1-2011 in the amount of \$2,409,181 and the related documents, as presented in the report.

CARRIED

8. Elementary & Secondary Staffing 2011-2012

Superintendent Iannantuono presented the report on Elementary & Secondary Staffing 2011-2012.

Moved by Trustee Fera

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approves up to five (5) additional staff for deployment in the Elementary panel for the 2011-2012 school year.

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approves up to five (5) additional staff for deployment in the Secondary panel for the 2011-2012 school year.

CARRIED

9. Monthly Updates

9.1 Capital Projects Progress Report

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

9.2 Student Trustees' Update

Ryan Creelman Patrick Morris, Student Trustee, gave a brief verbal update on the activities of the Student Senate.

9.3 Senior Staff Good News Update

Senior Staff highlights included:

Superintendent Lefebvre on behalf of Superintendent Ciccarelli

- Wind Mobile's Best Conversation Ever Competition made it possible for Monsignor Clancy student Matthew Mancini to have a 15 minute phone conversation with his "hockey hero" Sidney Crosby.
- Jessica MacDonald, Teacher at Canadian Martyrs Catholic Elementary School, will be representing Canada this week at the World Wrestling Championships. Jessie wrestles in the 51kg weight class.

Superintendent Lee Ann Forsyth-Sells

- Ten Niagara Catholic students and two teachers from Lakeshore Catholic High School and Saint Michael Catholic High School will embark on a three month Niagara Catholic International Co-operative Education experience to the island of Dominica. While there, students will work at co-op placements and participate in three courses of study.

- Lakeshore Catholic High School received approximately \$45,000 in grant money with which they purchased treadmills, spinning bikes, elliptical machines, recumbent bikes, regular bikes, and polar heart-rate monitors as part of their participation in the Sparking Life Program.

D. INFORMATION

1. Trustee Information

1.1 Spotlight on Niagara Catholic – June 14, 2011

Director Crocco presented the Spotlight on Niagara Catholic – June 14, 2011 issue for Trustees' information.

1.2 Niagara Catholic School Year Calendar & Meeting Dates 2011-2012

Director Crocco presented the Niagara Catholic School Year Calendar & Meeting Dates 2011-2012.

1.3 Calendar of Events – September 2011

Director Crocco presented the Calendar of Events – September 2011.

1.4 Director's Letter to Students and Parents September 2011

Director Crocco presented the Director's Letter to Students and Parents September 2011.

1.5 Municipal, Provincial and Federal Election Administrative Procedures (DM 56 – 2011-2012)

Director Crocco presented the Municipal, Provincial and Federal Election Administrative Procedures (DM 56 – 2011-2012).

1.6 Niagara Festival Grand Parade – September 24, 2011

Director Crocco presented information on the Niagara Festival Grand Parade – September 24, 2011, and invited Trustees to participate in the Board entry.

1.7 St. Augustine Catholic Elementary School Blessing – September 29, 2011 – 7:00 p.m.

Director Crocco presented information on the St. Augustine Catholic Elementary School Blessing – September 29, 2011 – 7:00 p.m. and invited Trustees to attend the event.

Trustees were asked to inform Sherry Morena - Administrative Assistance, Corporate Services & Communications, if they will be in attendance at the event.

1.8 Professional Activity Day – October 7, 2011

Director Crocco invited Trustees to attend the Board-Wide Professional Activity Day being held on October 7, 2011 at the Scotiabank Convention Centre in Niagara Falls.

Trustees were asked to inform Sherry Morena - Administrative Assistance, Corporate Services & Communications, if they will be in attendance at the event.

E. OTHER BUSINESS

1. General Discussion to Plan for Future Action

1.1 Pupil Accommodation and Attendance Area Ad Hoc Committees 2011

Director Crocco presented information on the Pupil Accommodation and Attendance Area Ad Hoc Committees 2011, and stated that it is the goal of the Board to present Pupil Accommodations/Attendance Area Ad Hoc Committee reports to the January Committee of the Whole Meeting, in order to implement any changes for February registration.

F. BUSINESS IN CAMERA

Moved by Trustee Burkholder

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

CARRIED

The Committee of the Whole moved into the In Camera Session of the Meeting at 9:55 p.m. and reconvened at 10:50 p.m.

G. REPORT ON THE IN-CAMERA SESSION

Moved by Trustee Nieuwesteeg

THAT the Committee of the Whole report the motions from the In Camera Session of the Committee of the Whole Meeting of September 13, 2011.

CARRIED

SECTION A: STUDENT TRUSTEES PRESENT

Moved by Trustee Nieuwesteeg

THAT the Committee of the Whole approve the Minutes of the In Camera Session of the Committee of the Whole Meeting - Section A: Student Trustees Present held on June 14, 2011, 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 June 14, 2011, as presented.

CARRIED (Item F3)

H. ADJOURNMENT

Moved by Trustee Burtnik

THAT the September 13, 2011 Committee of the Whole Meeting be adjourned.

CARRIED

This meeting was adjourned at 10:50 p.m.

Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **September 13, 2011.**

Approved on the **11th** day of **October 2011.**

Maurice Charbonneau
Vice-Chairperson of the Board

John Crocco
Director of Education/Secretary -Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
SEPTEMBER 27, 2011**

PUBLIC SESSION

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

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the approve the
Niagara Catholic Parent Involvement Committee By-Laws (800.7), as presented.

Prepared by: Lee Ann Forsyth-Sells, Superintendent of Education

Presented by: Lee Ann Forsyth-Sells, Superintendent of Education

Recommend by: John Crocco, Director of Education

Date: September 27, 2011



REPORT TO THE COMMITTEE OF THE WHOLE MEETING SEPTEMBER 13, 2011

NIAGARA CATHOLIC PARENT INVOLVEMENT COMMITTEE (NCPIC) BY-LAWS

In accordance with the Niagara Catholic Parent Involvement Committee (Policy 800.7), the Niagara Catholic Parent Involvement Committee has created By-Laws to govern the work of the committee as stated in Ontario Regulation 330/10 by October 1, 2011. The creation of the By-Laws permits the Parent Involvement Committee to establish operational procedures that reflect the needs of the committee and parents/guardians in the Niagara Catholic Parent Involvement Committee.

As a result, the Niagara Catholic Parent Involvement Committee, has developed a set of By-Laws to assist the committee with its duties and responsibilities in order to support the Mission of Catholic Education and the Mission of the Niagara Catholic District School Board.

The following By-Laws have been made in compliance with Regulation 330/10:

- i) specifying the number of parent members to be appointed or elected to the committee, governing the process of appointment or election of parent members and governing the filling of vacancies in parent membership,
- ii) specifying the number of community representatives, up to three, to be appointed to the committee, governing process of appointment of community representatives and governing the filling of vacancies in community representative membership,
- iii) governing the election of members of the committee to the offices of chair or co-chair, and any offices provided for in the by-laws, and governing the filling of vacancies in the offices of the committee,
- iv) specifying the number of parent members of the parent involvement committee that will hold office for one year and the number of parent members that will hold office for two years,
- v) specifying how many, if any, of the persons listed in subsection 33 (2) may be appointed by the board to the parent involvement committee,
- vi) specifying the length of the term of office for the community representative members of the parent involvement committee and the members appointed by the board, if any, under subsection 33 (2),
- vii) establishing rules respecting conflicts of interest of the members of the parent involvement committee, and
- viii) establishing a process for resolving conflicts internal to the committee, consistent with any conflict resolution policies of the board.

The Niagara Catholic Parent Involvement Committee recommends to the Niagara Catholic District School Board its By-Laws for approval.

RECOMMENDATION

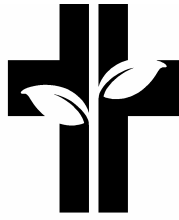
THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Niagara Catholic Parent Involvement Committee By-Laws (800.7), as presented.

Prepared by: Lee Ann Forsyth-Sells, Superintendent of Education

Presented by: Lee Ann Forsyth-Sells, Superintendent of Education

Recommended by: John Crocco, Director of Education

Date: September 13, 2011



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

“The Niagara Catholic District School Board, through the charisms of faith, social justice, support and leadership, nurtures an enriching Catholic learning community for all to reach their full potential and become living witnesses of Christ.”

Niagara Catholic District School Board

Niagara Catholic Parent Involvement Committee (NCPIC)

BY-LAWS

Revised: _____

Niagara Catholic Parent Involvement Committee (NCPIC) Terms of Reference

The Niagara Catholic District School Board through the charisms of faith, social justice, support and leadership, nurtures an enriching Catholic learning community for all to reach their full potential and become living witnesses of Christ.

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

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

Niagara Catholic Parent Involvement Committee (NCPIC) By-Laws

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

MEMBERSHIP

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

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

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

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

TERMS

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

MEETINGS

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

OFFICES

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

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

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

VACANCIES

Vacancies on the Niagara Catholic Parent Involvement Committee occur when:

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

Filling Vacancies

- i. When a vacancy occurs, the Niagara Catholic Parent Involvement Committee will decide if the vacancy is to be filled.
- ii. The Niagara Catholic Parent Involvement Committee may appoint a parent to serve on the Committee until the next election.
- iii. The Niagara Catholic Parent Involvement Committee shall fill the vacancy by appointment from the pool of candidates from the previous election process.

- iv. If none of these candidates is interested in becoming a NCPIC member, the NCPIC may request that interested parents submit their names for consideration as stated in the NCPIC Policy/Guidelines 800.7.

CONFLICT OF INTEREST

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

CONFLICT RESOLUTION

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

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

CODE OF ETHICS

A member shall:

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

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
SEPTEMBER 27, 2011**

PUBLIC SESSION

**TOPIC: LONG TERM FINANCING OF SINKING FUND
DEBENTURES SCHEDULED TO MATURE
IN OCTOBER 2011**

The following documents:

A By-Law # B1-2011

B NCDSB Loan Agreement

C NCDSB Loan Agreement – Schedule A

D NCDSB Loan Agreement – Schedule B

E NCDSB Loan Agreement – Schedule C

F Certificate of the Director of Education

referred to in the Long Term Financing of Sinking Fund Debentures Scheduled to Mature in October 2011 Report presented to the Committee of the Whole Meeting of September 13, 2011, are attached for review.

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Borrowing By-Law #B1-2011 in the amount of \$2,409,181 and the related documents, as presented in the report.

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

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

Recommended by: John Crocco, Director of Education

Date: September 27, 2011



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO THE COMMITTEE OF THE WHOLE MEETING SEPTEMBER 13, 2011

LONG TERM FINANCING OF SINKING FUND DEBENTURES SCHEDULED TO MATURE IN OCTOBER 2011

On July 28, 2011 the Ministry of Education informed the Board that the Ministry was planning to refinance the remaining balance of the 10-year debentures, which we scheduled to mature on October 19, 2011, as noted in Appendix A.

The original principal balance of the sinking fund debenture, which was issued in October 2001, amounted to a total of \$5,867,325. A portion of this balance will be repaid with the sinking funds accumulated over the last 10 years in the amount of approximately \$1,162,660. An additional portion of this balance will be repaid with the reserve funds in the accumulated surplus for facility renewal in the amount of \$2,295,484. The remaining portion of this balance, amounting to \$2,409,181, will be refinanced by the Ministry of Education through the Ontario Financing Authority (OFA).

It is important to note that the Board will receive the appropriate annual capital grants, from the Ministry of Education, in order to cover all principal and interest payments associated with this long term financing debenture.

The legal Firm of BOREN LADNER GERVAIS, LLP will prepare the Borrowing By-Law in the amount of \$2,409,181 and the related documents, which will be signed by the Chair of the Board and the Director of Education on behalf of the Board. When the following documents are completed, signed and executed, they will be submitted to the Ontario Financing Authority prior to October 1, 2011:

- A By-Law # B1-2011
- B NCDSB Loan Agreement
- C NCDSB Loan Agreement – Schedule A
- D NCDSB Loan Agreement – Schedule B
- E NCDSB Loan Agreement – Schedule C
- F Certificate of the Director of Education

RECOMMENDATION

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Borrowing By-Law #B1-2011 in the amount of \$2,409,181 and the related documents, as presented in the report.

Prepared by: Larry Reich, Superintendent of Business & Financial Services
Presented by: Larry Reich, Superintendent of Business & Financial Services
Recommended by: John Crocco, Director of Education
Date: September 13, 2011

Ministry of Education

Ministère de l'Éducation

Capital Programs Branch
21st Floor, Mowat Block
900 Bay Street
Toronto ON M7A 1L2

Direction des programmes d'immobilisations
21^e étage, Édifice Mowat
900, rue Bay
Toronto ON M7A 1L2



July 28, 2011

Mr. Larry Reich
Superintendent of Business & Financial Services
Niagara Catholic District School Board
427 Rice Road
Welland, ON L3C 7C1

Dear Mr. Reich,

I am writing to you because the Ministry is aware that your board has a 10-year sinking fund debenture in the aggregate principal amount of \$5,867,325 issued by the Ontario School Boards Financing Corporation (OSBFC) in 2001 that is scheduled to mature on October 19, 2011. The remaining principal balance of this debt may be eligible to be refinanced through the Ontario Financing Authority (OFA), as outlined previously by the Ministry in memorandum **2010:SB37**. It is the Ministry's intention at this time to seek a 10-year term for the refinancing of the remaining eligible principal balance.

According to the original debenture agreement for your board, the maximum remaining principal balance at September 22, 2010 eligible to be refinanced is **\$4,704,665**. However, based on the information taken from your board's Capital Wrap-Up Template (CWT) regarding actual project costs and the eligibility of the debt to be supported by the Ministry, the actual remaining amount eligible to be long-term financed through the OFA is **\$2,409,181** as summarized in Table 1 below.

The Ministry is currently working with the OFA to arrange a financing issue for this debt on October 14, 2011. Please note that since board approval is required to approve OFA loans, a board meeting date should be scheduled **no later than September 30, 2011** for this purpose.

In the meantime, I would ask your board to complete Table 2 below, which provides a list of the individual project costs which comprise the debenture, based on the information contained in your board's CWT, and return it by email to BSB.GPL@Ontario.ca **by August 15, 2011**.

If you have any questions about the refinancing of this debenture, please contact Mathew Thomas at (416) 326-9920 or Mathew.P.Thomas@Ontario.ca.

Sincerely,

A handwritten signature in blue ink, appearing to read "Nancy Whynot" with a stylized flourish at the end.

Nancy Whynot
Director
Capital Programs Branch

Table 1 – Summary

School Board	Original Principal Amount (2001)	Minimum Sinking Fund Payment	Maximum Remaining Principal Balance @ October 19, 2011 (based on CWT)
Niagara Catholic DSB	\$5,867,325	\$1,162,660	\$2,409,181

Table 2 – Details by Project

Description of Project	Amount of Debenture Issued Through OSBFC in 2001	Maximum Remaining Principal Balance at October 19, 2011 (based on CWT)	Amount Requested by Board to be Long-Term Financed by the OFA in 2011
Construction of new St. Mark Elementary – Beamsville	\$1,281,968	\$1,027,935	
Construction of new St. George Elementary – Fort Erie	\$1,138,308	\$912,743	
Construction of new Blessed Trinity High School – Grimsby	\$2,484,836	\$468,503	
Dennis Morris High School – St. Catharines – addition	\$961,213	\$0	
TOTAL	\$5,867,325	\$2,409,181	

#

Niagara Catholic District School Board

BY-LAW NUMBER B1-2011

A by-law to authorize a loan from the Ontario Financing Authority in the principal amount of \$2,409,181 pursuant to a loan agreement under section 7 of Ontario Regulation 41/10

WHEREAS subsection 247 (1) of the *Education Act* R.S.O. 1990, c. E.2, as amended (the "*Education Act*") and the regulations made thereunder, provides that, subject to any other provision of the *Education Act* and, specifically, the regulations made under subsections 242 (1) and 247 (3) of the *Education Act*, a district school board may by by-law borrow money or incur debt for permanent improvements and may issue or execute any instrument prescribed under clause 247 (3) (f) of the *Education Act* in respect of the money borrowed or the debt incurred;

AND WHEREAS section 7 of Ontario Regulation 41/10 (the "**Regulation**"), provides in subsection (1) that a board may by by-law borrow money for permanent improvements by way of a loan with an initial maturity of more than one year from the Ontario Financing Authority and provides in subsection (4) that a board that obtains a loan described in section 7 shall ensure that the proceeds of it are used for permanent improvements;

AND WHEREAS the Niagara Catholic District School Board, which under the *Education Act* constitutes a district school board (the "**Board**"), has received funding under the program referred to as the New Pupil Places Program to fund capital projects with respect to instructional spaces at existing elementary and secondary schools, and to construct new elementary and secondary schools for the board, some of which projects are described in Schedule "A" attached to the Loan Agreement, as hereinafter defined (individually an "**Eligible Project**", collectively the "**Eligible Projects**") and each Eligible Project constitutes a "permanent improvement" as defined in subsection 1(1) of the *Education Act*. In the event that the Board will borrow the principal amount specified in paragraph 2.1 under the said Loan

A₁

Agreement in respect of a single Eligible Project, the term "Eligible Projects" means that Eligible Project;

AND WHEREAS the Board has in part financed the Eligible Projects by way of issuing ten year sinking fund debentures (the "**Debentures**") in connection with the Ontario School Boards Financing Corporation's 2001-A1 Offering of undivided co-ownership interests in sinking fund debentures issued by the Ontario school boards (the "**2001-A1 Offering**") and the Board intends to borrow money from the Ontario Financing Authority for the purpose of repaying the outstanding principal amount of the Debentures issued under the 2001-A1 Offering and financing the Eligible Projects on a long-term basis, and in this connection the Board intends to borrow by way of a loan with an initial maturity of more than one year from the Ontario Financing Authority the principal amount of \$2,409,181 (the "**Loan**") pursuant to a loan agreement in the form attached hereto as Schedule "A" (the "**Loan Agreement**") which Loan Agreement constitutes an instrument prescribed under clause 247 (3) (f) of the *Education Act* and which sets out the terms and conditions on which the Ontario Financing Authority will make the Loan available to the Board;

AND WHEREAS the Board is no longer authorized to issue debentures, the Board has in accordance with the currently applicable legislation, requested the Ontario Financing Authority and the Ontario Financing Authority has agreed to the Loan to the Board for the purpose of repaying the outstanding principal amount of the Debentures and of continuing to finance the Eligible Projects under the New Pupil Places Program on a long-term basis for the balance of the amortization period contemplated in connection with the 2001-A1 Offering;

AND WHEREAS the Loan will be made pursuant to the Loan Agreement, and the Loan Agreement will, for the Board's purposes, be deemed to constitute the issuance of the refinancing debentures authorized by the Board in connection with the 2001-A1 Offering;

NOW THEREFORE THE NIAGARA CATHOLIC DISTRICT SCHOOL BOARD ENACTS AS FOLLOWS:

1. The Board hereby authorizes the Loan on the basis that it constitutes a loan under section 7 of the Regulation and authorizes the entering into of the Loan Agreement that is prescribed for the purposes of clause 247(3)(f) of the *Education Act* on the basis that it will, for the Board's

purposes, be deemed to constitute the issuance of the refinancing debentures authorized by the Board in connection with the 2001-A1 Offering.

2. The Board is hereby authorized to enter into the Loan Agreement pursuant to which the Loan will be made available to the Board and the Chair of the Board and the Treasurer of the Board are hereby authorized to execute for and on behalf of the Board the Loan Agreement which provides for instalments of interest only and of combined (blended) principal and interest as hereinafter set forth, substantially in the form of Schedule "B" to the Loan Agreement, with such changes thereto as may be suggested by the Ontario Financing Authority and as such authorized officials of the Board shall approve.

3. The Director of Education of the Board, the Treasurer of the Board and any other financial officer of the Board are hereby each individually authorized generally to do all things and execute all other documents, instruments and agreements in the name of the Board in order to give effect to the Loan Agreement.

4. The Loan shall be generally paid in instalments of combined (blended) principal and interest over an amortization period of approximately 10 years on the specified dates set out in Schedule "B" to the Loan Agreement with the first and only interest only payment on November 15, 2011 and thereafter semi-annual instalments of combined (blended) principal and interest to November 15, 2021 in each of the years during the currency of the Loan as set forth in such schedule. The Loan shall bear interest at the rate of 2.425% on the outstanding principal amount owing thereunder from time to time from the date thereof, which interest shall be payable in arrears as part of the instalments of combined (blended) principal and interest payable on such days in each year of the currency of the Loan as are set out in Schedule "B" to the Loan Agreement.

5. In accordance with the provisions of the *Education Act* and the regulations made thereunder, during the currency of the Loan, the Board shall provide in its estimates for each fiscal year for setting aside out of its general revenue in the fiscal year the amount necessary to pay the principal and interest coming due on the Loan in the fiscal year and, on or before each due date in each such year, the Board shall pay out of its general revenue the principal and interest coming due on the Loan in the year. Such sums of principal and interest payable on the Loan shall be provided for in accordance with subsection 247(5) of the *Education Act*. Subject to the foregoing, on or before each due date in each year during the currency of the Loan, the Board shall pay out of its general revenue the amount necessary to pay the specific sums of

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principal and interest payable on the Loan shown for the respective year as set forth in Schedule "B" to the Loan Agreement; but such amount shall be paid out of the Board's general revenue only to the extent required after taking into account funds available from other sources.

6. Any amounts payable by the Board in respect of the Loan including interest on overdue principal and interest in respect of the Loan together with fees and other amounts payable by the Board under the Loan Agreement, if applicable, shall be paid out of the Board's general revenue or any other available funds.

7. The proceeds of the Loan, shall be used to finance the Eligible Expenditures, as defined in the Loan Agreement, in respect of the Eligible Projects on a long-term basis for the balance of the amortization period contemplated in connection with the 2001-A1 Offering and for no other purpose except as permitted by the *Education Act* and the regulations made thereunder.

READ AND FINALLY PASSED this 27th day of September, 2011.

CHAIR

DIRECTOR OF EDUCATION

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Niagara Catholic District School Board
SCHEDULE "A" TO BY-LAW NUMBER B1-2011
A FORM OF THE LOAN AGREEMENT

This Loan Agreement made in duplicate dated and effective as of the 14th day of October, 2011.

BETWEEN: ONTARIO FINANCING AUTHORITY, a corporation established under the Capital Investment Plan Act, 1993, (hereinafter the "OFA")

OF THE FIRST PART

AND: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD, a district school board continued under the Education Act (hereinafter the "Board")

OF THE SECOND PART

WHEREAS:

- (a) the Board has received funding under the New Pupil Places Program (the "New Pupil Places Program") to fund capital projects with respect to instructional spaces at existing elementary or secondary schools, or to construct new elementary or secondary schools for the board, some of which projects are described in Schedule "A" attached hereto (individually an "Eligible Project", collectively the "Eligible Projects") and each Eligible Project constitutes a "permanent improvement" as defined in subsection 1(1) of the Education Act, R.S.O. 1990, c.E.2, as amended (the "Education Act"). In the event that the Board will borrow the total principal amount specified in paragraph 2.1 under this Agreement in respect of a single Eligible Project, the term "Eligible Projects" means that Eligible Project;
- (b) the Board has issued ten year sinking fund debentures maturing on October 19, 2011 for the purpose of financing the Eligible Projects under the New Pupil Places Program in the principal amount of \$5,867,325.00 (the "Debentures"), \$2,409,181.00 of which may be raised by the issue of refinancing debentures over a further maximum period of 15 years in connection with the Ontario School Boards Financing Corporation's 2001-A1 Offering of undivided co-ownership interests in sinking fund debentures issued by participating Ontario school boards (the "2001-A1 Offering");

- (c) the Board is no longer authorized to issue debentures, the Board has, in accordance with the currently applicable legislation, requested and the OFA has agreed to lend the total principal amount specified in paragraph 2.1 to the Board for the purpose of repaying the outstanding principal amount of the Debentures and of continuing to finance the Eligible Projects under the New Pupil Places Program on a long-term basis for the balance of the amortization period contemplated in connection with the 2001-A1 Offering;
- (d) the Board will, for the purposes of the by-law authorizing the 2001-A1 Offering, deem the term "refinancing debentures" to constitute this Agreement;
- (e) the Board is authorized to borrow money for permanent improvements from the Ontario Financing Authority by way of a loan pursuant to Ontario Regulation 41/10 and is authorized to receive grants for the repayment of such a loan from the Minister of Education pursuant to Ontario Regulation 160/11; and
- (f) the Board has agreed to enter into this Agreement to evidence its indebtedness and provide for the repayment of the loan to the OFA on the terms and conditions set forth herein.

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the mutual covenants and agreements contained in it and subject to the terms and conditions set out in it, the parties agree as follows:

1.0 DEFINITIONS

In this Loan Agreement, unless the context or the subject matter otherwise requires:

- (a) "Advance Date" means October 14, 2011;
- (b) "Agreement" means this Agreement as it may be amended or extended from time to time by the parties in writing, including all schedules hereto and any document which the parties may at a future time mutually designate as a schedule to this Agreement, by so marking such document in writing as a schedule hereto and part hereof;
- (c) "business day" means any day that is not a Saturday or Sunday and that, in the City of Toronto, is not a day on which banking institutions are generally authorized or obligated by law or executive order to close;

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- (d) "dollars" or "\$" means Canadian dollars;
- (e) "Material Adverse Change" means any change or event which (i) materially impairs the ability of the Board to timely and fully perform its obligations under this Agreement, or (ii) could materially impair the ability of the OFA to enforce its rights and remedies under this Agreement; or (iii) has a material adverse effect on the operations, properties, assets, liabilities or financial condition of the Board;
- (f) "Principal Amount" means the total principal amount of monies to be advanced to the Board pursuant to paragraph 2.1 of this Agreement;
- (g) "Rate" means 2.425% per annum, including an administrative fee of 0.025% per annum;
- (h) "Repayment Date" means November 15, 2021;

2.0 PRINCIPAL AMOUNT

- 2.1 The OFA agrees to lend to the Board and the Board agrees to borrow from the OFA the total principal amount of \$2,409,181.00 in lawful money of Canada with interest thereon at the Rate on the terms and conditions set forth in this Agreement.
- 2.2 The Board acknowledges that the Rate includes an administrative fee payable to the OFA in the amount of 0.025% of the Principal Amount outstanding per annum as specified in paragraph 1.0(g).
- 2.3 Except as otherwise agreed in writing between the Board and the OFA, the monies to be advanced by the OFA shall be advanced by the OFA to the Board by electronic funds transfer directly into the bank account designated by the Board.
- 2.4 The Board authorizes the OFA to open and maintain records evidencing the Board's obligations under this Agreement and to record therein all advances, interest rates, accrued interest, payments of principal and interest and the aggregate principal and accrued interest outstanding from time to time under this Agreement. The Board agrees that the records kept by the OFA, in the absence of manifest error, shall be prima facie evidence of the indebtedness of the Board and the matters recorded provided that the failure of the OFA to record or correctly record any amount or date shall not affect the obligation of the Board to repay the Principal Amount and pay accrued interest thereon owing under this Agreement.

3.0 REPAYMENT

3.1 The Board agrees to repay the Principal Amount together with interest thereon as follows:

- (i) the Principal Amount and interest thereon at the Rate accrued from and including the Advance Date to but excluding the Repayment Date shall be paid in instalments of interest only and of combined (blended) principal and interest over an amortization period of approximately 10 years on the specified dates set out in the amortization schedule attached to this Agreement as Schedule "B" with the first and only interest only payment on November 15, 2011 and thereafter semi-annual instalments of combined (blended) principal and interest to November 15, 2021; and
- (ii) the loan shall be fully repaid on the Repayment Date.

3.2 If the Board fails to make any payment of principal or interest payable by it under this Agreement on the relevant due date, the overdue amount shall bear interest at the Rate (before as well as after judgment) calculated from the due date until the date of actual payment to the OFA.

3.3 Interest, other than interest in respect of the combined (blended) principal and interest instalments, shall be computed under this Agreement on the basis of a year of 365 days and the actual number of days elapsed.

3.4 If any day on which a payment is due and payable under this Agreement would otherwise fall on a day that is not a business day, such due date shall instead fall on the next succeeding business day.

3.5 Except as otherwise agreed in writing between the Board and the OFA and without affecting the liability of the Board under this Agreement, the monies to be repaid under this Agreement shall be repaid by the Board in immediately available funds to the OFA on the due date by pre-authorized debit from an account of the Board, such account to be designated to the OFA by the execution and delivery of the Payor Pre-Authorized Debit Agreement in a form satisfactory to the OFA ("PAD Agreement") attached to this Agreement as Schedule "C", together with such other authorizations, voided cheques and other documentation as the deposit-taking institution and the rules of the Canadian Payments Association may require for such pre-authorized debit. The Board undertakes to notify the OFA and the Ministry of Education, immediately and not later than five business days prior to any instalment date or the Repayment Date, in writing of any changes in its designated account for the purposes of the pre-authorized debits and agrees to execute and deliver a revised PAD Agreement.

3.6 The Board is not entitled to prepay the Principal Amount and accrued interest thereon outstanding under this Agreement except with the prior written consent of the OFA.

4.0 CONDITIONS PRECEDENT

4.1 The obligation of the OFA to advance the Principal Amount pursuant to paragraph 2.1 of this Agreement is subject to the following conditions being met to the OFA's satisfaction on the Advance Date:

- (a) that the representations and warranties of the Board contained in this Agreement continue to be true and correct as at the Advance Date;
- (b) that there shall, in the reasonable opinion of the OFA, have been no Material Adverse Change with respect to the Board;
- (c) that this Agreement shall have been duly executed and delivered; and
- (d) that the OFA shall have received such other documentation in form and substance satisfactory to the OFA which it has reasonably requested to ensure that the Board is in compliance with the terms and conditions of this Agreement including (i) a certified true copy of the necessary by-law authorizing the borrowing of the Principal Amount and the execution of this Agreement, (ii) a favourable legal opinion from external legal counsel to the Board as to due authorization, execution, validity and enforceability of this Agreement and such other matters as the OFA considers necessary or appropriate, and (iii) a certificate or certificates executed by an authorized officer or officers of the Board as to the continued truth and correctness of the representations and warranties, the due authorization and execution of this Agreement and other documents, compliance with the Education Act and regulations made thereunder and such other matters as the OFA may reasonably request.

5.0 REPRESENTATIONS AND WARRANTIES OF BOARD

5.1 The Board represents and warrants to the OFA that:

- (a) the Board is a district school board under the Education Act;
- (b) each Eligible Project has been duly authorized by the Board at a duly called meeting of the Board at which a quorum was present by a resolution or resolutions passed by the Board (the "Resolutions"). In the event that the Board will borrow the Principal Amount under this Agreement in respect of a single Eligible Project and the Board has

passed a single resolution in respect of the Eligible Project, the term "Resolutions" means that resolution. No application has been made or action brought to quash, set aside or declare invalid the Resolutions nor have the Resolutions been repealed, altered and amended and the Resolutions are in full force and effect;

- (c) copies of the resolutions mentioned in paragraph 5.1(b) have been forwarded to the Capital Programs Branch of the Ministry of Education, if applicable;
- (d) each of the Eligible Projects constitutes an eligible project under the New Pupil Places Program and has been undertaken at a school of the Board (which school may constitute a shared facility) or involves the construction of a new school for the Board;
- (e) each Eligible Project constitutes a permanent improvement within the meaning of subsection 1(1) of the Education Act; and the Board has obtained all necessary approvals to authorize the carrying out of each Eligible Project by the Board and the long-term financing thereof;
- (f) the Board has incurred expenditures in respect of the Eligible Projects which were completed under the New Pupil Places Program (the "Eligible Expenditures") and the total amount of the Eligible Expenditures in respect of the Eligible Projects undertaken at an individual school of the Board does not exceed the respective aggregate amount of New Pupil Places expenditures authorized by the Board in respect of such school of the Board nor does such total amount exceed the expenditures authorized by the Board pursuant to the authorizations referred to in paragraph 5.1(b);
- (g) the information provided by the Board to the OFA or Her Majesty the Queen in right of Ontario, to the extent that it relates to the Board or the Eligible Projects is true and correct in all material respects when provided and remains true and correct as of the Advance Date;
- (h) the borrowing of the Principal Amount to be advanced under this Agreement and the execution, delivery and performance of this Agreement are within the powers and capacities of the Board and have been duly authorized by all necessary legal action and proper proceedings, including a by-law passed by the Board;
- (i) the borrowing of the Principal Amount to be advanced under this Agreement, the execution and delivery of this Agreement, and the compliance with the terms and conditions of this Agreement will not conflict with or result in a breach of any of the terms or provisions of the by-laws of the Board, laws of Ontario, including laws of Canada

applicable therein, applicable to the Board or any contractual or other obligation binding on the Board and does not require the consent or approval of any other person;

- (j) this Agreement will, when executed and delivered, constitute a legal, valid and binding obligation of the Board enforceable against it in accordance with its terms;
- (k) the Board is not currently in default under any debentures or other long-term debts of any kind and undertakes to immediately inform the OFA if it is in default under any such long-term financial obligations at any time during the term of this Agreement;
- (l) the obligations of the Board under this Agreement are direct, unsecured and unsubordinated debt obligations and rank concurrently and equally in respect of payment of principal and interest with all other debentures and prescribed debt instruments of the Board, except as to the availability of any sinking fund, retirement fund or other prescribed fund applicable to any issue of debentures or such prescribed debt instruments;
- (m) the Board is not now subject to an order under the Education Act vesting in the Ministry of Education control and charge over the administration of the affairs of the Board;
- (n) the Principal Amount to be borrowed under this Agreement shall be used only for the Eligible Projects, including the repayment of the outstanding principal amount of the Debentures, and will not be used for any other purpose except as permitted by the Education Act and the regulations made thereunder and for the purposes of the Board's by-law authorizing the 2001-A1 Offering, the term "refinancing debentures" will be deemed by the Board to constitute the Agreement;
- (o) no litigation or proceedings of any nature are now pending or threatened, attacking or in any way attempting to restrain or enjoin the execution and delivery of this Agreement or in any manner questioning the proceedings and the authority under which this Agreement is authorized, or affecting the validity thereof, or contesting the capacity of the authorized officers of the Board to sign and no authority or proceeding under which the Board is authorized to execute this Agreement has been repealed, revoked or rescinded in whole or in part;
- (p) there are no actions, suits or proceedings threatened or pending against the Board in any court except actions, suits or proceedings which would not result in a Material Adverse Change if determined against the Board; and

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(q) the Eligible Projects exclude any furniture and equipment of the Board in respect of which a 10 year amortization period was authorized in connection with the 2001-A1 Offering.

5.2 The representations and warranties set out in paragraph 5.1 herein shall survive the execution and delivery of this Agreement, notwithstanding any investigations or examinations which may be made by counsel for the OFA.

5.3 For greater certainty, the OFA is not responsible for ensuring that the proceeds advanced to the Board are in fact used in the manner specified in paragraph 5.1(n).

6.0 COVENANTS

6.1 The Board will duly and punctually pay or cause to be paid all principal, interest, fees and other amounts payable by it under this Agreement in accordance with the terms and subject to the conditions of this Agreement.

6.2 The Board will provide prompt notice to the OFA of the occurrence of any Event of Default, as hereinafter defined, or Material Adverse Change.

6.3 The Board will comply at all times with all of the Board's obligations in respect of the debt and financial obligation and liability limits for the Eligible Projects, if applicable to it under the *Education Act* and the regulations made thereunder which were then in force.

6.4 The Board shall allocate all grants received by it from the Ministry of Education relating to Eligible Expenditures in respect of the Eligible Projects in accordance with the applicable legislation and shall apply such grants to the payment of its obligations under this Agreement.

6.5 The Board did obtain all licences, permits, consents, approvals and other authorizations which are necessary or desirable to carry out the Eligible Projects.

6.6 The Board will provide to the Ministry of Education reports respecting the status of the Eligible Projects as requested from time to time.

7.0 DEFAULT

7.1 Failure by the Board to pay any principal, interest, fees or other amount payable by it under this Agreement, unless such default is cured within three business days after the date such payment was due, shall constitute an event of default (each, an "Event of Default") and each Event of Default shall be deemed to exist and continue so long as it shall not have been remedied.

8.0 INTERCEPT AND REMEDIES ON THE OCCURRENCE OF DEFAULT

- 8.1 (a) The Board agrees that the Minister of Finance is entitled to deduct from monies appropriated by the Legislature for payment to the Board amounts equal to any amounts that the Board fails to pay under this Agreement. On the occurrence of an Event of Default, the Minister of Finance and such other Minister of the Crown as appropriate is irrevocably authorized to deduct from money appropriated by the Legislature for payment to the Board amounts equal to any amounts that the Board fails to pay to the OFA in accordance with the provisions of this Agreement and to pay such amounts directly to the OFA (the "Intercept").
- (b) The Board agrees that any notice from the OFA to the Minister of Finance in relation to this paragraph may be relied upon by such Minister without further inquiry or verification by such Minister and, upon receipt of such notice, an amount equal to the amount that the Board fails to pay to the OFA shall be deducted from money appropriated by the Legislature for payment to the Board and paid to the OFA.
- 8.2 On the occurrence of any Event of Default and at any time thereafter, so long as the same shall be continuing, the OFA may, in addition to any other remedy available to the OFA at law, at its option, by notice to the Board, invoke the Intercept mechanism to require payment of any amount due and payable under this Agreement.
- 8.3 No delay or omission of the OFA to exercise any right or remedy accruing upon any Event of Default shall impair any such right or remedy or constitute a waiver of any such Event of Default or an acquiescence therein. Every right and remedy given by this Agreement or by law to the OFA may be exercised from time to time, and as often as may be deemed expedient by the OFA.
- 8.4 No right or remedy herein conferred upon or reserved to the OFA is intended to be exclusive of any other such right or remedy, and every such right and remedy shall, to the extent permitted by law, be cumulative and in addition to every other right and remedy given hereunder or now or hereafter existing at law or in equity or otherwise. The assertion or employment of any right or remedy hereunder, or otherwise, shall not prevent the concurrent assertion or employment of any other appropriate right or remedy.

9.0 ADMISSIBILITY OF EVIDENCE

9.1 Where communications between the parties are provided on an electronic basis under this Agreement, printouts or other tangible reproductions of any electronic record maintained by a party in relation to such communications shall be considered business records in any legal, administrative or other proceedings that may arise in relation to this Agreement.

10.0 INTEREST ACT DISCLOSURE

10.1 For the purposes of disclosure pursuant to the Interest Act (Canada), the yearly rate of interest to which any rate of interest payable under this Agreement that is calculated on any basis other than a full calendar year is equivalent may be determined by multiplying such rate by a fraction, the numerator of which is the actual number of days in the calendar year in which such yearly rate of interest is to be ascertained and the denominator of which is the number of days comprising such other basis.

11.0 NOTICES

11.1 A notice or other communication pursuant to this Agreement shall be in writing and delivered in person or sent by first class prepaid post or by facsimile transmission (subject, in the case of communication by facsimile transmission, to confirmation by telephone) to the party for which it is intended at the following addresses:

The OFA	Ontario Financing Authority One Dundas St. West, Suite 1400 Toronto, Ontario M7A 1Y7
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Attention:	Executive Director Capital Markets Division
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Tel. No:	(416) 325-8125
Fax No:	(416) 325-8111

The Board	Niagara Catholic District School Board
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Attention:	Superintendent of Business & Financial Services
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Tel. No:	(905) 735-0240
Fax No.	(905) 735-9710

- 11.2 Either party may change its address for the purposes of receipt of any such communication by giving five business days' prior written notice of such change to the other party in the manner prescribed above.
- 11.3 Any notice so given takes effect, in the case of delivery in person, at the time of delivery, in the case of delivery by first class prepaid post, seven business days after dispatch and, in the case of delivery by facsimile transmission, at the time of confirmation by telephone.
- 12.0 GENERAL
- 12.1 This Agreement shall be governed by and construed in accordance with the laws of the Province of Ontario and the laws of Canada applicable therein.
- 12.2 This Agreement shall be binding on and enure to the benefit of the OFA, and the Board and their respective successors and permitted assigns, except that the Board shall not, without the prior written consent of the OFA assign, pledge or hypothecate any rights or obligations with respect to this Agreement.
- 12.3 If any of the provisions of this Agreement are held to be invalid, illegal or unenforceable by a court or tribunal of competent jurisdiction, the remaining provisions shall remain in full force and effect.
- 12.4 A party, by waiving the breach of any provision of this Agreement, does not waive any further breach of the same provision or any breach of any other provision of this Agreement. A waiver is binding on the waiving party only if it is in writing.
- 12.5 Subject to the provisions herein, this Agreement may not be altered or amended, except by the mutual agreement of the parties evidenced in writing.
- 12.6 Time shall in all respects be of the essence of this Agreement.
- 12.7 All references to time in this Agreement are references to Toronto time, unless otherwise indicated.
- 12.8 If any date on which an act is required to be taken under this Agreement is not a business day, such act shall be taken on the next following business day.
- 12.9 Each party shall, upon request of the other, acting reasonably, use its best efforts to make, do, execute or cause to be made, done or executed all further and other lawful acts, deeds, things, devices, documents, instruments and assurances whatever for the performance of the terms and conditions of this Agreement.

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- 12.10 This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior and contemporaneous agreements, understandings, negotiations and discussions, oral and written, between the parties.
- 12.11 This Agreement may be executed in counterparts each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

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IN WITNESS WHEREOF the parties hereto have executed this Agreement.

ONTARIO FINANCING AUTHORITY

BY: _____

Michael D. Manning
Executive Director
Capital Markets Division

NIAGARA CATHOLIC DISTRICT
SCHOOL BOARD

BY: _____

Name:
Title: Chair

BY: _____

Name:
Title: Treasurer

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SCHEDULE "A"

NEW PUPIL PLACES ELIGIBLE PROJECTS DESCRIPTION

Please provide a list of all the Eligible Projects in respect of which a total of \$ 2,409,181 will be borrowed hereunder (in respect of which the Eligible Expenditures have not been previously financed on a long-term basis other than through the Debentures. Please provide the name of the school, the SFIS number, a project description and the amount to be borrowed hereunder.

<u>School Name/SFIS</u>	<u>Description of Eligible Project</u>	<u>Amount to be Borrowed Hereunder</u>
St. Mark - Beamsvile	New School Construction	\$ 1,027,935
St. George -- Fort Erie New	NewSchool Construction	\$ 912,743
Blessed Trinity HS	NewSchool Construction	\$ 4,68,503

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SCHEDULE "B"
AMORTIZATION SCHEDULE

Borrower Name(s): Niagara Catholic District School Board
Program(s): NPP - 10 years - Oct 2011
Loan Date (m/d/yyyy): 10/14/2011
Principal Amount (\$): \$2,409,181.00
Annual Interest Rate (%): 2.425% includes Annual Admin Fee (%): 0.025%
Loan Term: 10
Maturity Date (m/d/yyyy): 11/15/2021
Payment Frequency: 6
Loan Type: Amortized

Payment Date	Total Payment	Principal Amount	Interest Amount	Admin Fee	Principal Balance
11/15/2011	\$5,121.98	\$0.00	\$5,089.18	\$52.80	2,409,181.00
05/15/2012	\$136,379.72	\$107,168.40	\$28,910.17	\$301.15	2,302,012.60
11/15/2012	\$136,379.72	\$108,467.82	\$27,624.15	\$287.75	2,193,544.78
05/15/2013	\$136,379.72	\$109,782.99	\$26,322.54	\$274.19	2,083,761.79
11/15/2013	\$136,379.72	\$111,114.11	\$25,005.14	\$260.47	1,972,647.68
05/15/2014	\$136,379.72	\$112,461.37	\$23,671.77	\$246.58	1,860,186.32
11/17/2014	\$136,379.72	\$113,824.96	\$22,322.24	\$232.52	1,746,361.35
05/15/2015	\$136,379.72	\$115,205.09	\$20,958.34	\$218.30	1,631,156.26
11/16/2015	\$136,379.72	\$116,601.95	\$19,573.88	\$203.89	1,514,554.31
05/16/2016	\$136,379.72	\$118,015.75	\$18,174.65	\$189.32	1,396,538.56
11/15/2016	\$136,379.72	\$119,446.69	\$16,758.46	\$174.57	1,277,091.87
05/15/2017	\$136,379.72	\$120,894.98	\$15,325.10	\$159.64	1,156,196.89
11/15/2017	\$136,379.72	\$122,360.83	\$13,874.36	\$144.52	1,033,836.06
05/15/2018	\$136,379.72	\$123,844.46	\$12,406.03	\$129.23	909,991.60
11/15/2018	\$136,379.72	\$125,346.07	\$10,919.90	\$113.75	784,645.53
05/15/2019	\$136,379.72	\$126,865.89	\$9,415.75	\$98.08	657,779.64
11/15/2019	\$136,379.72	\$128,404.14	\$7,893.36	\$82.22	529,375.49
05/15/2020	\$136,379.72	\$129,961.04	\$6,352.51	\$66.17	399,414.45
11/16/2020	\$136,379.72	\$131,536.82	\$4,792.97	\$49.93	267,877.63
05/17/2021	\$136,379.72	\$133,131.70	\$3,214.53	\$33.48	134,745.93
11/15/2021	\$136,379.72	\$134,745.93	\$1,616.95	\$16.84	0.00
Total:	\$2,732,716.39	\$2,409,181.00	\$320,199.98	\$3,335.42	

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SCHEDULE "C"

PAYOR PRE-AUTHORIZED DEBIT AGREEMENT
(this "PAD Agreement")

TO: Ontario Financing Authority (the "OFA")

Payor (the "Board"):

Full Legal Name

Exact Name in which Account is Held

Address

Telephone Number

City

Province

Postal Code

Payor's Financial Institution (the "Bank"):

Name of Bank

Address

City

Province

Postal Code

Bank Account No.

Branch No.

Institution No.

1. Scope

The Board acknowledges that this PAD Agreement is provided for the benefit of the OFA and the Bank, and is provided in consideration of the Bank agreeing to process pre-authorized debits (each, a "PAD") against the Board's account specified above (the "Account") in accordance with the rules of the Canadian Payments Association (the "CPA").

The Board represents that all information provided with respect to the Account is complete and accurate. A specimen cheque if available for the Account has been marked "VOID" and is attached to this PAD Agreement.

The Board undertakes to inform the OFA in writing of any change in the Account information provided in this PAD Agreement at least 5 business days prior to the next following PAD.

2. Valid Authority

The Board warrants and guarantees that all persons whose signatures are required to sign on the Account have signed this PAD Agreement.

3. Purpose of Debits, Amount and Timing

Business PAD

The Board authorizes the OFA to debit or cause to be debited a fixed amount from the Account which amount will be debited with set frequency determined by the Board in its sole discretion. The Board and the OFA agree that the fixed amount of each such debit is for payment due and owing by the Board to the OFA in respect of a loan agreement dated as of October 14, 2011.

4. Cancellation of Agreement

This PAD Agreement may be cancelled at any time upon notice being provided by the Board, in writing at least 5 business days prior to the next following PAD. The Board acknowledges that, in order to revoke this authorization, the Board must provide notice of revocation to the OFA. This PAD Agreement applies only to the method of payment and does not otherwise have any bearing on the payment obligations of the Board to the OFA.

5. Acceptance of Delivery of Authorization

The Board acknowledges that providing and delivering this agreement to the OFA constitutes delivery by the Board to the Bank. Any delivery of this authorization to the OFA constitutes delivery by the Board.

6. Waiver of Pre-Notification

The Board understands that no pre-notification shall be required prior to a PAD being exchanged or cleared provided the authorization occurs in compliance with this PAD Agreement.

The Board authorizes and instructs the OFA to issue, without pre-notification, a new PAD for a dishonoured PAD amount in accordance with this Agreement.

7. Validation by the Bank

The Board acknowledges that the Bank is not required to verify that a PAD has been issued in

accordance with the particulars of the PAD Agreement including, but not limited to, the amount.

The Board acknowledges that the Bank is not required to verify that any purpose of payment for which the PAD was issued has been fulfilled by the OFA as a condition to honouring a PAD issued or caused to be issued by the OFA on the Account.

8. Payor's Rights of Dispute

The Board may dispute a pre-authorized debit under the following conditions:

- (i) the debit was not drawn in accordance with this PAD Agreement; or
- (ii) this PAD Agreement was revoked or cancelled.

In order to be reimbursed, the Board must complete a declaration form to the effect that either (i) or (ii) took place at the above indicated branch of the Bank up to and including 10 calendar days, after the date on which the PAD in dispute was posted to the Account.

The Board acknowledges that disputes after the above noted time limitation are matters to be resolved solely between the OFA and the Board.

9. Contact Information

All notices sent by the Board to the OFA under Sections 1., 4. and 8. of this PAD Agreement shall be made in writing by letter and delivered to the OFA by registered mail or fax at the following address:

**Ontario Financing Authority
1 Dundas Street West
Suite 1400
Toronto, Ontario M7A 1Y7
Fax: (416) 204-6659**

Inquiries, concerns or errors regarding PADs may be directed to Mr. Joe Pedota, Coordinator, Settlements, Payments & Fiscal Agency, Finance and Reporting Division at the above address or by telephone at (416) 325-3851.

10. Board Acceptance

The Board acknowledges receipt of a signed copy of this PAD Agreement. The Board acknowledges that it has read, understands, and accepts the terms and conditions of this PAD Agreement.

Signature of Treasurer

(Date)

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Signature of Chair

(Date)

*****For verification, please attach a blank cheque marked "VOID" to the completed Agreement.***** Do not require if banking instructions have not changed.

C

SCHEDULE "A"

NEW PUPIL PLACES ELIGIBLE PROJECTS DESCRIPTION

Please provide a list of all the Eligible Projects in respect of which a total of \$ 2,409,181 will be borrowed hereunder (in respect of which the Eligible Expenditures have not been previously financed on a long-term basis other than through the Debentures. Please provide the name of the school, the SFIS number, a project description and the amount to be borrowed hereunder.

<u>School Name/SFIS</u>	<u>Description of Eligible Project</u>	<u>Amount to be Borrowed Hereunder</u>
St. Mark - Beamsvile	New School Construction	\$ 1,027,935
St. George – Fort Erie New	NewSchool Construction	\$ 912,743
Blessed Trinity HS	NewSchool Construction	\$ 4,68,503

D

SCHEDULE "B"
AMORTIZATION SCHEDULE

Borrower Name(s): Niagara Catholic District School Board
 Program(s): NPP - 10 years - Oct 2011
 Loan Date (m/d/yyyy): 10/14/2011
 Principal Amount (\$): \$2,409,181.00
 Annual Interest Rate (%): 2.425% includes Annual Admin Fee (%): 0.025%
 Loan Term: 10
 Maturity Date (m/d/yyyy): 11/15/2021
 Payment Frequency: 6
 Loan Type: Amortized

Payment Date	Total Payment	Principal Amount	Interest Amount	Admin Fee	Principal Balance
11/15/2011	\$5,121.98	\$0.00	\$5,069.18	\$52.80	2,409,181.00
05/15/2012	\$136,379.72	\$107,168.40	\$28,910.17	\$301.15	2,302,012.60
11/15/2012	\$136,379.72	\$108,467.82	\$27,624.15	\$287.75	2,193,544.78
05/15/2013	\$136,379.72	\$109,782.99	\$26,322.54	\$274.19	2,083,761.79
11/15/2013	\$136,379.72	\$111,114.11	\$25,005.14	\$260.47	1,972,647.68
05/15/2014	\$136,379.72	\$112,461.37	\$23,671.77	\$246.58	1,860,186.32
11/17/2014	\$136,379.72	\$113,824.96	\$22,322.24	\$232.52	1,746,361.35
05/15/2015	\$136,379.72	\$115,205.09	\$20,956.34	\$218.30	1,631,156.26
11/16/2015	\$136,379.72	\$116,601.95	\$19,573.88	\$203.89	1,514,554.31
05/16/2016	\$136,379.72	\$118,015.75	\$18,174.65	\$189.32	1,396,538.56
11/15/2016	\$136,379.72	\$119,446.69	\$16,758.46	\$174.57	1,277,091.87
05/15/2017	\$136,379.72	\$120,894.98	\$15,325.10	\$159.64	1,156,196.89
11/15/2017	\$136,379.72	\$122,360.83	\$13,874.36	\$144.52	1,033,836.06
05/15/2018	\$136,379.72	\$123,844.46	\$12,406.03	\$129.23	909,991.60
11/15/2018	\$136,379.72	\$125,346.07	\$10,919.90	\$113.75	784,645.53
05/15/2019	\$136,379.72	\$126,865.89	\$9,415.75	\$98.08	657,779.64
11/15/2019	\$136,379.72	\$128,404.14	\$7,893.36	\$82.22	529,375.49
05/15/2020	\$136,379.72	\$129,961.04	\$6,352.51	\$66.17	399,414.45
11/16/2020	\$136,379.72	\$131,536.82	\$4,792.97	\$49.93	267,877.63
05/17/2021	\$136,379.72	\$133,131.70	\$3,214.53	\$33.48	134,745.93
11/15/2021	\$136,379.72	\$134,745.93	\$1,616.95	\$16.84	0.00
Total:	\$2,732,716.39	\$2,409,181.00	\$320,199.98	\$3,335.42	

E

SCHEDULE "C"

PAYOR PRE-AUTHORIZED DEBIT AGREEMENT
(this "PAD Agreement")

TO: Ontario Financing Authority (the "OFA")

Payor (the "Board"):

Niagara Catholic District School Board
Full Legal Name

Niagara Catholic District School Board
Exact Name in which Account is Held

427 Rice Road
Address

1-905-735-0240
Telephone Number

Welland
City

Ontario L3C 7C1
Province Postal Code

Payor's Financial Institution (the "Bank"):

CIBC
Name of Bank

22 King St.
Address

Welland
City

Ontario L3B 3H9
Province Postal Code

95-11512
Bank Account No.

00872 10
Branch No. Institution No.

1. Scope

The Board acknowledges that this PAD Agreement is provided for the benefit of the OFA and the Bank, and is provided in consideration of the Bank agreeing to process pre-authorized debits (each, a "PAD") against the Board's account specified above (the "Account") in accordance with the rules of the Canadian Payments Association (the "CPA").

The Board represents that all information provided with respect to the Account is complete and

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accurate. A specimen cheque if available for the Account has been marked "VOID" and is attached to this PAD Agreement.

The Board undertakes to inform the OFA in writing of any change in the Account information provided in this PAD Agreement at least 5 business days prior to the next following PAD.

2. Valid Authority

The Board warrants and guarantees that all persons whose signatures are required to sign on the Account have signed this PAD Agreement.

3. Purpose of Debits, Amount and Timing

Business PAD

The Board authorizes the OFA to debit or cause to be debited a fixed amount from the Account which amount will be debited with set frequency determined by the Board in its sole discretion. The Board and the OFA agree that the fixed amount of each such debit is for payment due and owing by the Board to the OFA in respect of a loan agreement dated as of October 14, 2011.

4. Cancellation of Agreement

This PAD Agreement may be cancelled at any time upon notice being provided by the Board, in writing at least 5 business days prior to the next following PAD. The Board acknowledges that, in order to revoke this authorization, the Board must provide notice of revocation to the OFA. This PAD Agreement applies only to the method of payment and does not otherwise have any bearing on the payment obligations of the Board to the OFA.

5. Acceptance of Delivery of Authorization

The Board acknowledges that providing and delivering this agreement to the OFA constitutes delivery by the Board to the Bank. Any delivery of this authorization to the OFA constitutes delivery by the Board.

6. Waiver of Pre-Notification

The Board understands that no pre-notification shall be required prior to a PAD being exchanged or cleared provided the authorization occurs in compliance with this PAD Agreement.

The Board authorizes and instructs the OFA to issue, without pre-notification, a new PAD for a dishonoured PAD amount in accordance with this Agreement.

7. Validation by the Bank

The Board acknowledges that the Bank is not required to verify that a PAD has been issued in accordance with the particulars of the PAD Agreement including, but not limited to, the amount.

The Board acknowledges that the Bank is not required to verify that any purpose of payment for which the PAD was issued has been fulfilled by the OFA as a condition to honouring a PAD

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issued or caused to be issued by the OFA on the Account.

8. Payor's Rights of Dispute

The Board may dispute a pre-authorized debit under the following conditions:

- (i) the debit was not drawn in accordance with this PAD Agreement; or
- (ii) this PAD Agreement was revoked or cancelled.

In order to be reimbursed, the Board must complete a declaration form to the effect that either (i) or (ii) took place at the above indicated branch of the Bank up to and including 10 calendar days, after the date on which the PAD in dispute was posted to the Account.

The Board acknowledges that disputes after the above noted time limitation are matters to be resolved solely between the OFA and the Board.

9. Contact Information

All notices sent by the Board to the OFA under Sections 1., 4. and 8. of this PAD Agreement shall be made in writing by letter and delivered to the OFA by registered mail or fax at the following address:

Ontario Financing Authority
1 Dundas Street West
Suite 1400
Toronto, Ontario M7A 1Y7
Fax: (416) 204-6659

Inquiries, concerns or errors regarding PADs may be directed to Mr. Joe Pedota, Coordinator, Settlements, Payments & Fiscal Agency, Finance and Reporting Division at the above address or by telephone at (416) 325-3851.

10. Board Acceptance

The Board acknowledges receipt of a signed copy of this PAD Agreement. The Board acknowledges that it has read, understands, and accepts the terms and conditions of this PAD Agreement.

Signature of Treasurer **(Date)**

Signature of Chair **(Date)**

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CERTIFICATE OF THE DIRECTOR OF EDUCATION

TO: Ontario Financing Authority
AND TO: Borden Ladner Gervais LLP

IN THE MATTER OF a loan agreement dated October 14, 2011 between the Ontario Financing Authority, as lender, and the Niagara Catholic District School Board (the "Board"), as borrower, for a loan in the principal amount of \$2,409,181 repayable by instalments of interest only and of combined (blended) principal and interest by November 15, 2021 (the "Loan Agreement"), authorized by By-law Number B1-2011 (the "By-law")

I, John Crocco, in my capacity as Director of Education of the Board and without personal liability do hereby certify as follows (capitalized terms not otherwise defined herein shall have their respective meanings specified in the Loan Agreement):

1. The representations and warranties of the Board in the Loan Agreement are true and correct in all material respects on and as of the date hereof with the same effect as if made on the date hereof and the Board has complied with all the agreements and satisfied all the conditions on its part to be performed or satisfied under the Loan Agreement at or prior to the date hereof;
2. There has been no Material Adverse Change with respect to the Board as indicated in the Loan Agreement;
3. The By-law was finally passed and enacted by the Board on the 27th day of September, 2011 in full compliance with the *Education Act*, as amended (the "Act") at a duly called meeting at which a quorum was present. Forthwith after the passage of the By-law, the same was signed by the Chair of the Board, being the head of the Board, and the Director of Education of the Board. Attached as Schedule "A" hereto is a duplicate original or a certified true copy of the By-law, as the case may be;
4. No application has been made or action brought to quash, set aside or declare invalid the By-law nor has the same been in any way repealed, altered or amended and the By-law is now in full force and effect;
5. All of the recitals contained in the By-law are true in substance and fact;

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6. The Loan Agreement authorized pursuant to the By-law has been duly signed by Kathy Burtnyk, the duly elected Chair of the Board, and by me, the duly appointed Treasurer of the Board, in accordance with the By-law. As at the date hereof, the respective office set forth in this paragraph is held by each of the relevant signatories to the Loan Agreement as described in this paragraph.

7. The Loan Agreement is in all respects in accordance with the By-law and in signing the Loan Agreement and borrowing money under the Loan Agreement, the Board is not exceeding its borrowing powers;

8. The By-law, the execution and delivery of the Loan Agreement and the transactions contemplated thereby do not conflict with, or result in a breach or violation of any statutory provisions which apply to the Board or any agreement to which the Board is a party or under which the Board or any of its property is or may be bound, or, to the best of my knowledge, violate any order, award, judgment, determination, writ, injunction or decree applicable to the Board of any regulatory, administrative or other government or public body or authority, arbitrator or court.

Dated October 14, 2011

Name: John Crocco
Title: Director of Education

I, Larry Reich, Superintendent of Business & Financial Services of the Board do hereby certify that the signature of John Crocco, Director of Education of the Board described above, is true and genuine.

Larry Reich, Superintendent of Business &
Financial Services

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
SEPTEMBER 27, 2011**

PUBLIC SESSION

**TOPIC: ELEMENTARY & SECONDARY STAFFING
2011-2012**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve up to five (5) additional staff for deployment in the Elementary panel for the 2011-2012 school year.

THAT the Niagara Catholic District School Board approve up to five (5) additional staff for deployment in the Secondary panel for the 2011-2012 school year.

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

Presented by: Frank Iannantuono, Superintendent of Education/Human Resources

Recommended by: John Crocco, Director of Education

Date: September 27, 2011



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO THE COMMITTEE OF THE WHOLE MEETING SEPTEMBER 13, 2011

ELEMENTARY & SECONDARY STAFFING 2011-2012

BACKGROUND INFORMATION

The following enrolment estimates are presented to the Board as background information on the enrolment and staffing for 2011-2012.

Elementary Panel

Annual Budget 2011-2012	14,056 A.D.E.
September 2011 Estimates (based on School Organization charts)	14,171.5 A.D.E.
Enrolment comparison to Annual Budget 2011-2012	(+115.5)
Current Budget Staffing	906
Request of additional staffing	Up to 5 additional staff to be deployed Total: 911

Secondary Panel

Annual Budget 2011-2012	7860 A.D.E.
September Estimates (based on School Organization charts)	8090.5 A.D.E.
Enrolment comparison to Annual Budget 2011-2012	(+230.5)
Current Budget Staffing	532
Request of additional staffing	Up to 5 additional staff to be deployed Total: 537

RECOMMENDATION

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approves up to five (5) additional staff for deployment in the Elementary panel for the 2011-2012 school year.

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approves up to five (5) additional staff for deployment in the Secondary panel for the 2011-2012 school year.

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

Presented by: Frank Iannantuono, Superintendent of Education/Human Resources

Recommended by: John Crocco, Director of Education

Date: September 13, 2011

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
SEPTEMBER 27, 2011**

PUBLIC SESSION

**TOPIC: SPECIAL EDUCATION ADVISORY COMMITTEE
APPROVED MINUTES OF THE S.E.A.C. OF JUNE 1, 2011**

RECOMMENDATION

THAT the Niagara Catholic District School Board receive the Approved Minutes of the Special Education Advisory Committee Meeting of June 1, 2011, as presented for information.



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

MINUTES OF THE SPECIAL EDUCATION ADVISORY COMMITTEE MEETING WEDNESDAY, JUNE 1, 2011

Minutes of the Meeting of the Special Education Advisory Committee, held on Wednesday, June 1, 2011, 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 Chair Racine.

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayers were led by Superintendent Baldasaro.

2. Roll Call

Members	Affiliations	Present	Excused	Absent
Anna Racine	The Tourette Syndrome Association of Ontario	✓		
Kim Rosati	VOICE for Hearing Impaired Children	✓		
Connie Parry	Association for Bright Children	✓		
Heather Schneider	Community Living-Welland/Pelham	✓		
Cyndi Gryp	Community Living-Grimsby, Lincoln & West Lincoln	✓		
Rob Lavorato	Down Syndrome Caring Parents (Niagara)		✓	
Mike Gowan	Autism Ontario	✓		
Jim Wells	John Howard Society of Niagara			✓
Dianne Radunsky	Ontario Brain Injury Association	✓		
Naomi Gutknecht	Learning Disabilities Association – Niagara		✓	
Bill Helmeczi	Pathstone Mental Health		✓	
Trustees				
Father Paul MacNeil			✓	
Rhianon Burkholder		✓		

The following staff were in attendance:

Yolanda Baldasaro, Superintendent of Education; **Marcel Jacques**, Administrator Special Education; **Pat Rocca**, Principal – Elementary; **Tina DiFrancesco**, Recording Secretary

Chair Racine announced the resignation of Naomi Gutknecht, Primary LDA-N representative on the SEAC. More information is forthcoming in regards to a new representative.

3. Approval of the Agenda

Moved by Trustee Burkholder
Seconded by Heather Schneider

THAT the Special Education Advisory Committee approve the Agenda of the Special Education Advisory Committee Meeting of June 1, 2011, as amended to strike the presentation.

CARRIED

4. Disclosure of Interest

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

5. Approval of Minutes of the Special Education Advisory Committee Meeting of May 4, 2011

Moved by Cyndi Gryp
Seconded by Dianne Radunsky

THAT the Special Education Advisory Committee approve the Minutes of the Special Education Advisory Committee Meeting of May 4, 2011, as presented.

CARRIED

B. PRESENTATIONS

C. VISIONING

1. Goals and Vision for 2010/2011

1.1 SEAC Logo – Final Decision

The SEAC Logo designs were presented to the members for review. A discussion was held in regards to the top design. The logo that was selected was created by a grade 10 student at Blessed Trinity.

D. BUSINESS ARISING FROM THE MINUTES OF THE MEETING OF MAY 4, 2011

1. Learner Advocacy

2. Parent Outreach

2.1 Community Support Information Evening (CSI)

The Community Support Information Evening (CSI) was held on Tuesday, May 17th from 6:00p.m. - 8:00p.m at the Catholic Education Center for the elementary level.

Staff informed the members that the event was very successful with the greatest turnout than previous years.

3. Program and Service Recommendations

4. Special Education Budget

5. Annual Review, Special Education Plan

Staff sent revisions electronically to the members for review. Final copies of the Special Education Plan 2011 were presented to the members for information. The Plan will also be posted on the Board website. In future, the Plan will continue to be revised in the spring with SEAC involvement and presented to SEAC in the fall. Printed copies will be given at the request of a SEAC member otherwise it will be posted on the Board website by August 31st.

6. Other Related Items

6.1 Update from staff regarding an EA survey

A brief discussion was held to determine the process for an EA survey. More discussion is required and will be addressed at the September meeting.

7. Policy Review

The draft Assessment, Evaluation and Reporting Policy (Interim) was sent electronically to the members for review. The deadline to respond was May 20, 2011.

E. AGENCY REPORTS

1. VOICE for Hearing Impaired Children – Kim Rosati

- May was Better Hearing and Speech Awareness month. Many events took place. A few were the Dress Loud Day, and Great Wolf Lodge weekend for VOICE families.
- Our VOICE Conference was also held in May. Carol Flexer was the keynote speaker. The focus was on the social-emotional development in children with hearing loss. As a result of today's technology it is expected that children with a hearing loss can hear soft speech at a distance which would allow for overhearing and tracking of conversation. It is assumed that the information was transferred. She also spoke about the difficulty children with hearing loss have in interpreting and understanding inflection in voices which help the typical hearing child to understand surprises, secrets, tricks, mistakes and lies. She also stressed the importance for instructional intensity which is practice, practice, practice. They need three times exposure to learn concepts. Children with hearing loss do not have the same casual access to information that typical hearing children do.
- On May 19 at our monthly VOICE information evening, we had the pleasure of having Kris Martin a VOICE alumni who was born with a hearing loss and received a cochlear implant at the age of 8. He is now a very talented race car driver. He was on hand to speak with the

children. He stressed the importance to ask for help and of being their own advocates especially at school to ensure they hear and understand what is being taught to them.

Upcoming Events

Our year end picnic will be held on July 10th in St. Catharines at Burgoyne Woods. We will be combining our families from Hamilton, Halton, Peel and Niagara. For more information please contact Kim at 905-374-0638.

- 20th Annual Golf Classic is being held June 23, 2011 at the Cedar Brae Gold & Country Club.
- 19th Annual VOICE Camp will be August 5-7th at Bark Lake in Irondale. For more information on these events please visit our website at www.voicefordeafkids.com

2. Down Syndrome Caring Parents (Niagara) – Rob Lavorato

- Nil Report

3. Community Living – Welland/Pelham – Heather Schneider

- Nil Report

4. Association for Bright Children – Connie Parry

- Information was provided about SEAC's role and the importance of reviewing the Special Education Plan.

5. Community Living – Grimsby, Lincoln and West Lincoln – Cyndi Gryp

- Our agency will be celebrating its 46th year and will host its annual general meeting on June 13th in Beamsville followed by a barbeque and performance by the Momentum Choir.
- Approval through a federal grant was received to allow for the employment of several summer students and a continued partnership with various municipalities and their summer camp programs for children this summer. Additionally, other summer events and programs will operate through our agency.
- A commitment to move forward with the adoption and implementation of a provincial standard of core competencies for staff employed in developmental services throughout Ontario.
- Our agency is promoting and endorsing the Developmental Services Worker Apprenticeship program funded through the Ministry of Training, Colleges and Universities for staff working in the field who are interested in completing a diploma program.

6. Autism Ontario – Mike Gowan

- Autism Ontario has hired a new Regional Director.
- Summer camps are happening this year in Welland, Niagara Falls and St. Catharines.
- The Annual Golf Tournament was held on Friday, May 27, 2011.
- The Annual Cycle event will be held on Saturday, June 4, 2011 at Merritt Island in Welland.

7. **The Tourette Syndrome Association of Ontario – Anna Racine**

- The Tourette Syndrome Association Walkathon will be held on Sunday, June 5th at Merritt Island in Welland.

8. **John Howard Society of Niagara – Jim Wells**

- Nil Report

9. **Ontario Brain Injury Association – Dianne Radunsky**

- June is Brain Injury Awareness month.
- The Level 2 Advanced Rehab training has just been completed.

10. **Learning Disabilities Association (Niagara) – Naomi Gutknecht**

- Nil Report

11. **Pathstone Mental Health – Bill Helmeczi**

- Nil Report

F. STAFF REPORTS

1. **Patsy Rocca – Principal, Elementary**

Transitions

- Staff is working to prepare for grade to grade transitions by developing transition portfolios for next year's teacher, as well as creating transition books for students to review over the summer
- Grade 8 students continue to participate in transition activities with the high school.
- Schools are also preparing for JK/SK students' transitions to school by having Open Houses and Orientation nights

IPRCs

- Schools have been conducting IPRCs to review or establish placement.

Sports

- School Track and Field competitions have taken place and selected students have advanced to the Board meets taking place in the first two weeks of June.
- The Baseball Tournament for Welland Area Schools will be held on June 17th.
- The Junior Basketball Tournament for Welland Area Schools will be held on June 20th.

Graduation

- At the end of June, we celebrate the graduation of our grade 8 students as they transition to the next phase of their lives and move to secondary school.
- We also celebrate the graduation of our SK students as they move from early years to primary.

Year End Trips

- Teachers have planned excursions for their classes to celebrate a wonderful year of learning.

Term 2 Report Cards and IEPs

- Report Cards and revised IEPs will be going home on Monday, June 27, 2011.

2. Ted Farrell – Principal, Secondary

Blessed Trinity

- IPRC and Transition meetings have been taking place with the Blessed Trinity Family of Schools. As we complete the final meetings, we can reflect on how this process is so important in welcoming Grade 8 students to Grade 9. The sharing of information, student visits to Blessed Trinity and early connections to kind, caring adults are key pieces in student success.
- Special Education Class IPRC's will take place at Blessed Trinity on June 15th and 17th. We look forward to welcoming elementary Educational Resource Teachers and the parents of our three upcoming Grade 9 students. Although their elementary schools will miss them, they are always welcome to visit and see their students interacting in the Special Education Class and throughout the school!
- Students from our Special Education Class and several Peer Tutors will be on the move this month. We will be travelling to NPCC for swimming and to Notre Dame for the basketball event.
- We would like to thank everyone who participated in our wonderful Spirit Day in May! Educational Assistants and Peer Tutors were integral in planning and facilitating the event and a fabulous time was had by all!
- Congratulations to our Special Education Class Teacher, Sharon Phillips for graduating from the New Teacher Induction Program. NTIP is a wonderful opportunity that is provided by Niagara Catholic to support our beginning teachers. Program Chair of Special Education, Tanya Young-Toldi is proud to have been Sharon's mentor and support throughout this process.

Denis Morris

- As we celebrate the accomplishments of our graduates with special education needs, we are actively engaged in collaborating with community agencies and employment supports to complete our exit transition plans. We are pleased to report that our students will be actively participating in the community in September through volunteer placements, work placements, literacy/numeracy/life skills programs.
- We would also like to take this opportunity to thank Mainstream, Jobs Niagara, March of Dimes and Community Living who have partnered with the Niagara Catholic Community of Learners to create sustainable and authentic exit transition plans for our students.
- On a final note, we also extend our best wishes to Julia Longo who will be representing Canada at the Special Olympics in Athens, Greece later this month. Julia is an elite swimmer who was awarded a position on the Canadian Olympic Swimming Team earlier this year. We are proud of you, Julia!

Lakeshore Catholic

- At Lakeshore Catholic High School, we are spending a ton of time transitioning incoming grade 8 students. This is a very important process to ensure proper placements, a successful start to High School and a relaxed family.

Saint Paul

- June will be a busy month for our Special class here at Saint Paul. In addition to “in class” activities, such as getting our three grads ready for their big day, three excursions are planned. Along with all NCDSB Special classes, our gang will be attending a basketball tournament at Notre Dame Catholic High School. On Friday, June 10, the class will be going on their annual “end of the year” outing. This year the destination will be “Heartland Forest”. Students will enjoy a nature walk, fishing, a picnic, mini-putt, and a carousel. The following Friday, our Special Education students will be the guests of the Stamford Volunteer Firefighters Association at their annual carnival at Stamford Green. Student will be treated to free rides and goodies.

Holy Cross

- The Holy Cross Special Education Department has been actively involved in all aspects of the school environment. We have had many students participate in our school musical, “The Sound of Music,” which was a huge success. This seems to be the time of year for various trips which, as always, are inclusive for all students. Many enjoyed the school’s annual fishing trip while others participated in a very special opportunity through our arts department to see “Billy Elliott” in Toronto. The Special Education class is looking forward to this month’s basketball tournament at Notre Dame. We also would like to give thanks to our supported co-op placements which include Dairy Queen on Merritt Street and Walmart on Welland Avenue. They have provided such wonderful and positive experiences.

3. Marcel Jacques – Administrator Special Education

- The SEAC calendar for the 2011/2012 was presented to the members. The SEAC meetings for this school year will be held on the first Wednesday of every month with the exception of January and April when the meetings will occur on the second Wednesday of the month.

4. Yolanda Baldasaro – Superintendent of Education

- Graduation Ceremonies were held on May 19th at the Scotiabank Conference Centre in Niagara Falls with keynote speaker Geoff Green.
- Superintendent Baldasaro, Director Crocco, Marcel Jacques, Administrator Special Education and Suzanne Steinburg, Behaviour Resource Teacher will attend a Summit on Children and Youth Mental Health being held on June 2nd at the Sheraton Centre Hotel in Toronto.
- Two scholarships will be awarded specific to students with special needs.
- Superintendent Baldasaro thanked the SEAC and wished all a wonderful summer.

G. TRUSTEE REPORTS

1. Father Paul MacNeil – Trustee

- Nil Report

2. Rhianon Burkholder – Trustee

- Highlights from the May 24th Board meeting are as follows:
- Sebastian Fazzari, Ph.D., Supervisor of School Counselling Services was the recipient of the *Maria M.Love Field* Supervisor of the Year Award from the Niagara University School of Social Work. Sebastian Fazzari was nominated by his students. Both students' placements were with Niagara Catholic and one student was a former graduate of Lakeshore Catholic High School.
- On June 3rd, The Carousel Players will be at the Market Square in St.Catharines promoting the Arts. They also received recognition for 40 years of professional theatre for all students within the Niagara Catholic District School Board.
- Two policies were passed by the Board. 1- Environmental Stewardship Policy and 2- Niagara Catholic Parent Involvement Committee Policy.
- Please refer to the Board website for the Niagara Catholic Strategic Directions Priority Indicators 2011-2012.
- Two students from Saint Michael High School earned gold medals in the Niagara Catholic Technology Skills Competition. One student from Blessed Trinity and one student from Notre Dame College received silver medals.
- A student from St.Christopher Elementary School wrote an essay and is now the ambassador for the Athletics program for all of Canada.

H. NEW BUSINESS

1. Learner Advocacy
2. Parent Outreach
3. Program and Service Recommendations
4. Special Education Budget
5. Annual Review, Special Education Plan
6. Other Related Items
7. Policy Review

I. CORRESPONDENCE

J. QUESTION PERIOD

K. NOTICES OF MOTION

L. AGENDA ITEMS – DISCUSSION FOR FUTURE MEETINGS

1. Mental Health Initiatives through Niagara Catholic District School Board

A possible presentation by Special Education staff will be held in the fall.

2. Special Education Budget

Superintendent Baldasaro will contact Superintendent Reich in regards to a possible presentation in September.

M. INFORMATION ITEMS

N. NEXT MEETING:

Wednesday, September 7, 2011 at 7:00p.m. at the Catholic Education Centre

O. ADJOURNMENT

Moved by Dianne Radunsky

Seconded by Mike Gowan

THAT the June 1, 2011 meeting of the Special Education Advisory Committee be adjourned.

CARRIED

This meeting was adjourned at 8:20p.m.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
SEPTEMBER 27, 2011**

PUBLIC SESSION

**TOPIC: SPECIAL EDUCATION ADVISORY COMMITTEE
CHANGE IN REPRESENTATION TO S.E.A.C.**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the change in representation for the Learning Disabilities Association of Niagara to the Special Education Advisory Committee; Primary Representative: Ms. Sarah Farrell.

Prepared by: Yolanda Baldasaro, Superintendent of Education

Presented by: Yolanda Baldasaro, Superintendent of Education

Recommended by: John Crocco, Director of Education

Date: September 27, 2011



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

**REPORT TO THE BOARD MEETING
SEPTEMBER 13, 2011**

**CHANGE IN REPRESENTATION TO THE
SPECIAL EDUCATION ADVISORY COMMITTEE**

RECOMMENDATION

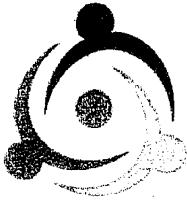
THAT the Niagara Catholic District School Board approve the change in representation for the Learning Disabilities Association of Niagara to the Special Education Advisory Committee; Primary Representative: Ms. Sarah Farrell.

Prepared by: Yolanda Baldasaro, Superintendent of Education

Presented by: Yolanda Baldasaro, Superintendent of Education

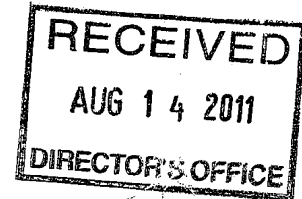
Recommended by: John Crocco, Director of Education

Date: September 27, 2011



Idanr • Learning Disabilities Association of Niagara Region

July 20th, 2011
Niagara Catholic District School Board
427 Rice Road,
Welland, Ontario
L3C 7C1



Attn: John Crocco
Director of Education

Dear Mr. Crocco:

The Learning Disabilities Association would like to request that the Board of Trustees consider the following changes as it relates to our representation on SEAC:

Ms. Naomi Gutknecht	Resignation from NCDSB SEAC primary
Ms. Sarah Farrell	Approval to become LDA-Niagara Region's Primary Contact on NCDSB SEAC

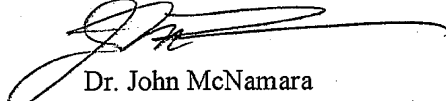
Ms. Farrell assumed the role of LDA-Niagara Region's Program Coordinator in June and can be reached at:

LDA-Niagara Region
366 St. Paul Street East
St. Catharines, ON
L2R 3N2

905-641-1021
programsldan@cogeco.net

If you require additional information as you consider this request, please feel free to contact me at 905 - 688 - 5550 ext. 3835. On behalf of the Learning Disabilities Association of Niagara, thank you for inviting our agency to the SEAC table and we look forward to our continued involvement.

Sincerely,


Dr. John McNamara
Co-Chair, LDA-Niagara Region

Cc:

Ms. Anna Racine
Mr. John Crocco
Ms. Naomi Gutknecht
Ms. Sarah Farrell

Chair SEAC
Director of Education
Program Coordinator, LDA-Niagara Region
Program Coordinator, LDA-Niagara Region

Learning Disabilities Association of Niagara Region 366 St. Paul Street, St. Catharines, ON L2R 3N2



**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
SEPTEMBER 27, 2011**

PUBLIC SESSION

**TOPIC: NIAGARA CATHOLIC
PARENT INVOLVEMENT COMMITTEE
APPROVED MINUTES OF THE N.C.P.I.C. OF MAY 12, 2011**

RECOMMENDATION

THAT the Niagara Catholic District School Board receive the Approved Minutes of the Niagara Catholic Parent Involvement Committee Meeting of May 12, 2011, as presented for information.



The Niagara Catholic District School Board through the charisms of faith, social justice, support and leadership, nurtures an enriching Catholic learning community for all to reach their full potential and become living witnesses of Christ.

Minutes of the Niagara Catholic Parent Involvement Committee Meeting

**Thursday, May 12, 2011
7:00 p.m. – 9:00 p.m.**

**Father Kenneth Burns Board Room
CATHOLIC EDUCATION CENTRE, WELLAND, ONTARIO**

Minutes of the Meeting of the Niagara Catholic Parent Involvement Committee, held on Thursday, May 12, 2011, at 7:00 p.m. in the Father Burns csc Board Room, at the Catholic Education Centre, 427 Rice Road, Welland, ON.

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayer was in celebration of Mother's Day and was led by Fr. Peter Rowe "In Celebration of Mother's Day Daughters of Faith".

2. Roll Call

Members	Present	Excused	Absent
Marion Battersby	✓		
Lisa Burland		✓	
Mary Byers	✓		
Teri Venzon		✓	
Mary-Jo Au	✓		
Shonna Daly	✓		
Yvonne Wowk	✓		
Luke Brazeau		✓	
Frances Stewart	✓		
Heather Pyke	✓		
Vanessa Alexis			✓
Laurel Ives-Allison	✓		
Michelle Zappitelli	✓		
Anna Racine	✓		
Father Peter Rowe	✓		
Scott Root	✓		
Josie Caneloro		✓	
Pasty Rocca		✓	
Khayyam Syne		✓	
Emily Purcha	✓		
Lee Ann Forsyth-Sells	✓		
Kathy Burtnik		✓	
Maurice Charbonneau	✓		

3. Approval of the Agenda

Moved by: Shonna Daly
Seconded by: Anna Racine

THAT the Niagara Catholic Parent Involvement Committee approve the agenda of the Niagara Catholic Parent Involvement Committee Meeting of May 12, 2011.

CARRIED

4. Declaration of Conflict of Interest

No conflicts of interest were declared with any items on the agenda.

5. Approval of Minutes of the Niagara Catholic Parent Involvement Committee Meeting of March 10, 2011.

Amendment before approval: **Committee Reports:**

- OAPCE-OAPCE Conference May 13 and 14, 2011 Ministry of Education
Delete: Ministry of Education
- Bishop/Diocesan Representative-Fr. Peter Rowe: Bishop Bergie and Fr. Peter Rowe are working on updating the Teaching Mass-reword-Bishop Bergie and Fr. Peter Rowe are working on introducing the new texts of the Mass.

Moved by: Laurel Ives-Allison
Seconded by: Frances Steward

THAT the Niagara Catholic Parent Involvement Committee approve the minutes of the Niagara Catholic Parent Involvement Committee Meeting of March 10, 2011 as presented.

CARRIED

B. BUSINESS ARISING FROM THE MINUTES OF THE MEETING OF MARCH 10, 2011

- 1. Update on PRO GRANT**-Lee Ann Forsyth-Sells stated that the process for updating "A Parent Focus" has begun. Kevin Gibson of Electric Dreams has been filming and taking photos of the recent Niagara Catholic District School Board events. Lee Ann Forsyth-Sells requested that the NCPIC members participate in the filming and updating of "A Parent Focus". Lee Ann Forsyth-Sells also informed the NCPIC members that Principals and Vice-Principals will be interviewed and filmed to update "A Parent Focus".
- 2. Discussion-Recognizing a member or other parent that has shown exemplary service to the Committee**-Heather Pyke stated that the Ad Hoc Committee had met and decided to defer this request and that it will be reviewed next year.
- 3. Presentation-Blended learning with in-class instruction and on-line learning**-Scott Root presented the Blended Learning Model which is currently a pilot at Mary Ward Catholic and Holy Name Catholic Elementary Schools. Blended learning involves "Blending" in-class instruction with an online learning platform. The Blended Learning Model has been very successful in the classroom by improving achievement through increased student engagement as well as increasing efficiencies for the classroom teacher. The various elements of the Learning Platform were reviewed, as well as examples of student work which showed increased levels of thought and achievement over the several months of the pilot.

4. **Update on 2nd Annual PIC Symposium**-The 2nd Annual PIC Symposium was held in Toronto on April 8 to April 9, 2011. Shonna Daly and Marion Battersby represented the Niagara Catholic Parent Involvement Committee for the Niagara Catholic District School Board. Shonna Daly shared that she and Marion Battersby were proud when PIC members from across Ontario acknowledged the Niagara Catholic Parent Involvement Committee and the work they had done on "A Parent Focus". Shonna Daly informed the NCPIC members the symposium was informative and guest speakers were from all across Ontario. PIC members shared how they engage parental involvement. Shonna Daly inquired about funds that had been allocated from the Ministry of Education. Lee Ann Forsyth-Sells stated that the funds were intended for implementation of Safe Schools and that the Safe Schools portfolio was under Frank Iannantuono, Superintendent of Education. Frank Iannantuono had implemented Safe Schools in all of the Niagara Catholic District School Board schools.

C. SUPERINTENDENT'S REPORT

1. **2011-2012 PRO Grant application Process**-Lee Ann Forsyth-Sells informed the NCPIC members that the deadline for the PRO GRANT application for 2011-2012 is this Friday, May 13, 2011 for submission electronically and May 27, 2011 for the signed Declaration. Lee Ann Forsyth-Sells also told the NCPIC members that this information had been sent to all Principals and Vice-Principals to share with their Catholic School Councils. Lee Ann Forsyth-Sells asked if the NCPIC members had planned on submitting an application for the PRO Grant 2011-2012. Laurel Ives-Allison suggested waiting until the following year to submit an application as the deadline could not be met. Heather Pyke stated that the deadline could be met if a member was able to commit the time and prepare the application. Yvonne Wowk was going to try to prepare an application and meet the deadline. The topic was not confirmed.
2. **Spotlight on Niagara**-Lee Ann Forsyth-Sells informed the NCPIC that the March edition of Spotlight on Niagara Catholic featured the Niagara Catholic Parent Involvement Committee Annual Spring Convention 2011, and that the Spotlight on Niagara Catholic was available on the Board website.
3. **Niagara Catholic Parent Involvement Committee Policy and Guidelines**-Lee Ann Forsyth-Sells informed the NCPIC members that the Niagara Catholic Parent Involvement Committee Policy and Guidelines had been approved by the Committee of the Whole and would now be presented to the Board for final approval. Members of the NCPIC requested two revisions before it was presented to the Board. Lee Ann Forsyth-Sells said that the requested changes would be presented at the Senior Administrative Council.

Requested changes: ELECTIONS

- 4.10.1-Elections of parent representatives to the Niagara Catholic Parent Involvement committee are to be held before November 15 and before the first meeting of the Committee in the school year.
 - 4.10.2-Election Forms will be sent to individual Catholic School Councils at least one month prior to the Election. Self-nominations will also be accepted
4. **Financial Report**- A financial report was submitted to the Niagara Catholic Parent Involvement Committee to review. Lee Ann Forsyth-Sells stated the expenditures for the Annual Spring Convention. Shonna Daly stated that expenses paid by the NCPIC for the 2nd Annual PIC Symposium will be reimbursed by the Ministry of Education.
 5. **Invitation to Partners in Catholic Education**-Lee Ann Forsyth-Sells extended a verbal invitation to the Niagara Catholic Parent Involvement Committee members to attend the Partners in Catholic Education held on Thursday, May 19, 2011 at the Quality Parkway Inn and Conference Centre, Ontario St., St. Catharines. Dinner is at 5:30 p.m. The keynote speaker is

Geoff Greene, Founder and Executive Director, Students on Ice Expeditions. Lee Ann Forsyth-Sells requested that if the NCPIC members had not already sent a R.S.V.P., to please let Yvonne Anderson know before the end of the evening. Lee Ann Forsyth-Sells and Maurice Charbonneau presented the NCPIC members with a Certificate of Appreciation for being part of the NCPIC 2010-2011.

D. Chairperson's Report: Heather Pyke

1. Annual Spring Convention 2011-March 26, 2011-feedback

Heather Pyke stated there was positive feedback from parents. The venue worked well and the guest speaker Teresa Tomeo was well received. The vendors look forward to participating in the future. It was suggested that the Ad Hoc Committee review dates, times, and venues for next year. Maurice Charbonneau suggested to the NCPIC members that they needed an incentive to engage parents and suggested using a sign-in sheet process at the school with the most parent representation receiving a prize such as i.e. laptop.

- 2. June Social Proposal-Heather Pyke suggested a Faith Formation evening.** The evening would begin with Mass at St. Alexander Church celebrated by Fr. Peter Rowe followed by a dinner in the parish hall. Fr. Peter Rowe will consult his calendar for availability and an e-mail would be sent to all members from Lee Ann Forsyth-Sells once confirmation has been received.

E. COMMITTEE REPORTS:

1. Community Representative

- **Nil Report**

2. Special Needs Representative-Anna Racine

- Anna Racine reported to the NCPIC that a motion was brought to the Board to forward a letter on behalf of the SEAC. It was endorsed by Kathy Burtnik and sent to the Ministry of Education and to the Ontario College of Teachers, with copies to all Ontario SEAC's and local MPs and MPPs, stating that Special Education Part I should be a requirement for all graduating students from the Faculty of Education. The Board approved the motion and the letter will be sent out in May 2011.
- The Annual Community Service Agencies will be hosting an information night at the Niagara Catholic District School Board on Tuesday, May 17, 2011. Parents with students on an IEP or who have special supports at school would be invited by the ERT to attend this information night. Presentations from community agencies will highlight supports available to families outside the school community. The community agencies that sit on SEAC will participate.
- Submissions for the SEAC logo have been received and one will be selected at the June meeting.

3. OAPCE-Mary-Jo Au

- Mary-Jo Au informed the NCPIC members that there was still availability to attend the OAPCE Conference May 13 and 14, 2011. Guest speakers: Bishop Collie from Thunder Bay, Leona Dombrowsky, Ministry of Education, and Aimee Gerdevich, OAPCE President.
- Marion Battersby will be representing the Niagara Catholic Parent Involvement Committee at the conference.

4. Bishop/Diocesan Representative-Fr. Peter Rowe

- Fr. Peter Rowe told the NCPIC members that Teresa Tomeo was engaging at the Niagara Catholic Parent Involvement Committee Annual Spring Convention 2011.
- Fr. Peter Rowe shared with the NCPIC members that he has requested that the schools refer parents back to the church when there are questions regarding the sacraments. The sacraments of Confirmation and First Eucharist are almost complete.
- Fr. Peter Rowe told the NCPIC members that Deacon Rico Fasaro from the Fonthill community will be celebrating his Ordination to the Priesthood.
- Fr. Peter Rowe shared his view on the Grade 11 Textbook-World Religions, stating it is a great resource. Students of the Niagara Catholic District School Board will benefit from the publication.
- Fr. Peter Rowe congratulated and welcomed Shonna Daly to the Catholic Faith as she completed the RCIA program and has been received into the Church at the Easter Vigil.

5. Student Representative-Emily Purcha:

- Emily Purcha reported on the Ontario Student Catholic Leadership Conference (OSCLC) “Lighting the Way” held on March 31, April 1 and April 2. It was educational, as well as spiritual and all feedback was positive.
- Emily Purcha shared with the NCPIC members that the Student Forum on April 11, 2011 “Celebrating Catholic Community: Honouring Diversity” was exciting and educational. Students from all elementary and secondary schools of the Niagara Catholic District School Board came together to discuss diversity and share their thoughts and ideas. Several workshops were planned for this event. The Student Senate’s workshop was on “isms” eg. such as ableism, ageism, racism, focusing on how we can unlearn these words and come up with a plan of action to implement at their school.
- Emily Purcha stated that the Student Senate is presently working on the Graduation Mass for all Niagara Catholic Grads. The Mass will be held on Thursday, May 19, 2011 at the Niagara Falls Convention Centre.

6. Ad Hoc Committee Report:

1. **By-Laws**-Heather Pyke informed the NCPIC members that the By-Laws are in progress and that the committee hopes to have a final draft for the next meeting.
2. **Goals**-Yvonne Wowk shared with the NCPIC members that the committee came up with four goals for the 2011-2012 school year which will be presented to the NCPIC members and one will be voted on.

Recommendations for 2011-2012:

1. **Visit each Catholic School Council throughout the Board once during the school year:**
 - a) that the NCPIC member would visit their feeder school to educate Catholic School Council members on their roles as members of the Catholic School Council.
 - b) that the NCPIC would educate Catholic School Councils on the purpose of the Niagara Catholic Parent Involvement Committee.

2. Family Night Out-This activity could replace the Spring Convention:

Due to the overwhelming response to “Girl’s Night Out”, parents will attend an event if their children are involved. We hope to engage parents by hosting a “Family Night Out”, “Boy’s Night Out” or “Girls’ Night Out”. Friday night seems to be a preferred evening for such events.

3. Create a blog on the Niagara Catholic Parent Involvement Committee website: This will allow parents to view any questions or concerns they may have related to Catholic School Councils. They will also be able to share their ideas and/or give feedback.

4. Annual Social: The Niagara Catholic Parent Involvement Committee could host a social every year for all past and present Catholic School Council members from all the NCDSB schools. This would include a Mass with a social to follow. Dinner could be provided by the NCDSB culinary arts students.

F. STAFF REPORTS:

1. Elementary Principal- Pat Rocca

- Regrets sent-NIL Report

2. Secondary Principal-Khayyam Syne

- Regrets sent-NIL Report

3. Teacher-Scott Root

- Scott Root informed the NCPIC members that on May 5, 2011 the Niagara Catholic District School celebrated “Staff Excellence”. The guest speaker was Ariana Gillis who is a Blessed Trinity Catholic Secondary School graduate and is now pursuing a career in music. Ariana spoke on the importance of her Catholic education and thanked the teachers, staff and students who supported her through her journey.

4. Support Staff-Josie Candeloro

- Congratulations are extended to Donna Saunders, Educational Assistant from Blessed Trinity High School who was recognized in the category of Excellent Support staff and was a recipient of the Premier’s Award for teaching excellence.
- CUPE local 1317, who represents nearly 900 staff at Niagara Catholic District School Board will be having their next membership meeting May 18th, 2011 at Holy Rosary Church Hall, in Thorold. Nominations and Election of one (1) trustee will take place at this meeting.
- Catholic Education week was celebrated across Niagara Catholic District School Board. At St. Alfred School a highlight of the week was their Multicultural Day, where students of various ethnic backgrounds dressed in traditional clothing, took part in various workshops in the mornings by such organizations as ten thousand villages, branches, and various guest speakers. The afternoon showcased the talents of our students, who performed ethnic dances, sang songs and poems written by students in their native tongue at language club held at lunch time throughout the year.
- Heritage Fair: Students from across Niagara Catholic elementary schools showcased their projects celebrating Canada’s History and Heritage and was also a celebration of

Niagara Catholic student achievement and strive for excellence. The fair took place April 27th, 2011 at Brock University: Pond Inlet.

G. TRUSTEE REPORTS

Kathy Burtnik:

- Regrets sent-NIL Report

Maurice Charbonneau:

- Maurice Charbonneau congratulated Emily Purcha and the Student Senate for the excellent job they did at the OSCLC student conference. You could feel the energy, enthusiasm and faith in Catholic education.
- Maurice Charbonneau also extended congratulations to the Niagara Catholic District School Board for hosting the OSCLC Conference "Lighting the Way" held on March 31, April 1 and April 2. Niagara Catholic is being spoken about all around the province and the difference we have made in Catholic education.
- Maurice Charbonneau asked the NCPIC members to take a good look at the request made by the Ministry of Education with regards to feedback pertaining to the Fundraising and Learning Fees policies as it will affect student activities in the future.

H. NEW BUSINESS

1. Ministry of Education-Ministry Consultations (Fundraising and Learning Fees):

Lee Ann Forsyth-Sells informed the NCPIC that the Ministry of Education was asking for feedback from the Parent Involvement Committees with regards to the Fundraising and Learning Fees policies. The information had been sent to all NCPIC members via e-mail and the deadline for feedback to the Ministry of Education is August 31, 2011.

2. Annual Catholic School Council Chairperson and Members' Meeting: Leonard Sax MD PhD

Lee Ann Forsyth-Sells reported to the NCPIC she had received a suggestion from a Catholic School Council Chairperson with regards to a possible guest speaker for the Annual Catholic School Council Chairperson and Members' Meeting. Leonard Sax MD PhD speaks on "Girls on the Edge", "Boys Adrift" and "Why Gender Matters".

I. CORRESPONDENCE

- No correspondence

J. QUESTION PERIOD

K. NEXT MEETING: September 8, 2011

L. ADJOURNMENT

Moved by: Shonna Daly

Seconded by: Laurel Ives-Allison

THAT the May 12, 2011 meeting of the Niagara Catholic Parent Involvement Committee be adjourned.

CARRIED

This meeting was adjourned at 9:00 p.m.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
SEPTEMBER 27, 2011**

PUBLIC SESSION

**TOPIC: NIAGARA CATHOLIC PARENT INVOLVEMENT
COMMITTEE
“STUDENT LEARNING II - A PARENT FOCUS”**

The report on the
Niagara Catholic Parent Involvement Committee
“Student Learning II - A Parent Focus”
is presented for information.

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: September 27, 2011



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO THE BOARD MEETING SEPTEMBER 27, 2011

NIAGARA CATHOLIC PARENT INVOLVEMENT COMMITTEE “STUDENT LEARNING II - A PARENT FOCUS”

BACKGROUND INFORMATION

The Niagara Catholic Parent Involvement Committee (NCPIC) is pleased to present the 2011 update of “Student Learning II-A Parent Focus” on parent engagement as a NCPIC PRO Grant project.

The DVD includes testimonies from NCPIC members, the Director of Education, Chairperson of the Board and the Diocesan and the staff representatives speaking about the importance of parent engagement to continue to nurture Catholicity and improve student achievement in the Niagara Catholic District School Board. A copy of the DVD has been provided to all Principals for their schools to share with parents/guardians, Catholic School Councils and at their Open Houses to involve more parents and guardians.

The DVD will be presented to the Board on September 27, 2011 and then posted on the Board website in the Community/Parent NCPIC section.

The presentation of the Niagara Catholic Parent Involvement Committee DVD
“Student Learning II – A Parent Focus” is presented for information.

Prepared by: Lee Ann Forsyth-Sells

Presented by: Lee Ann Forsyth-Sells

Approved by: John Crocco, Director of Education

Date: September 27, 2011

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
SEPTEMBER 27, 2011**

PUBLIC SESSION

**TOPIC: NIAGARA CATHOLIC STRATEGIC DIRECTIONS
PRIORITY INDICATORS 2010-2011
ACHIEVEMENT REPORT**

The Niagara Catholic Strategic Directions Priority Indicators 2010-2011
Achievement Report is presented for information.

Prepared by: Senior Administrative Council
Presented by: John Crocco, Director of Education
Approved by: John Crocco, Director of Education
Date: September 27, 2011



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO THE BOARD MEETING SEPTEMBER 27, 2011

NIAGARA CATHOLIC STRATEGIC DIRECTIONS PRIORITY INDICATORS 2010-2011 ACHIEVEMENT REPORT

BACKGROUND INFORMATION

At the June 15th, 2010 meeting of the Niagara Catholic District School Board, the following motion was approved;

THAT the Niagara Catholic District School Board approve the Niagara Catholic Strategic Directions Priority Indicators 2010-2011, as presented. (Appendix A)

The Niagara Catholic Strategic Directions Priority Indicators 2010-2011 are designed to provide the annual focus for the system towards achieving the outcomes of the Niagara Catholic Vision 2020 Strategic Plan. Within the two (2) Strategic Directions and the seven (7) Enabling Strategies are the approved priority indicators which provide the specific framework to measure the achievement of each direction and strategy within a specific school year.

The Board approved Strategic Directions Priority Indicators 2010-2011 were posted on the Niagara Catholic website and copies were provided to all Principals, Vice-Principals, staff, Bishop Bergie, Special Education Advisory Committee (SEAC), Catholic School Council Chairs and the Niagara Catholic Parent Involvement Committee. In addition, a poster size copy of the Niagara Catholic Strategic Direction Priority Indicators 2010-2011 were mounted in public locations in all schools, Board sites and the Catholic Education Centre for review by students, staff, parents and guests to Niagara Catholic.

With the conclusion of the 2010-2011 academic year, members of Senior Administrative Council and Board staff collated, analyzed and reviewed all measurements and data gathered for the 2010-2011 school year and completed its review of the progress in achieving the indicators of success within each Strategic Direction and Enabling Strategy indicator for 2010-2011.

Attached to this report (Appendix B) is a copy of the Niagara Catholic System Priorities 2010-2011 Achievement Report. Within each Strategic Direction and Enabling Strategy is the indicator of success and comments on the measurables to determine the achievement of either “*Completed*” or “*In Progress 2011-2012*”. A copy of this final report will be provided to all Principals, Vice-Principals, Bishop Bergie, Special Education Advisory Committee (SEAC), Catholic School Council Chairs, Niagara Catholic Parent Involvement Committee and posted on our Board website.

Senior Administrative Council is proud of the overall achievement of the 2010-2011 System Priority Indicators as approved by the Board. Senior Staff complements Niagara Catholic students and staff for the high level of achievement and continued improvement throughout 2010-2011.

As we begin a new school year, the Niagara Catholic Vision 2020 Strategic Plan, the Board approved Strategic Directions Priority Indicators and Annual Budget for 2011-2012 along with the Board and School Improvement Plans are aligned to continue our focus on achieving the Vision Statements and Strategic Directions of the Niagara Catholic Vision 2020 Strategic Plan.

Senior Administrative Council will provide a mid-year review of the achievement of the Priority Indicators for the 2011-2012 academic year at the January 2012 Board Meeting and a final report for the 2011-2012 academic year at the September 2012 Board Meeting.

The Niagara Catholic Strategic Direction Priority Indicators 2010-2011 Achievement Report
is presented for information.

PREPARED BY: Senior Administrative Council
PRESENTED BY: John Crocco, Director of Education
APPROVED BY: John Crocco, Director of Education
DATE: September 27, 2011

Attached

Appendix A - Niagara Catholic Strategic Directions Priority Indicators 2010-2011
Appendix B - Niagara Catholic Strategic Directions Priority Indicators 2010-2011
Achievement Report



NIAGARA CATHOLIC

STRATEGIC DIRECTIONS PRIORITY INDICATORS 2010-2011

STRATEGIC DIRECTIONS

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

- To enhance our distinctive Catholic educational system by designing and implementing a Niagara Catholic Faith Formation program, rooted the Board's Vision 2020 Strategic Plan, and integrating into programs and services for students, parents and the community served by the Board by June 2011.
- In accordance with the Church's teachings, to embrace the areas of focus as outlined in Ontario's Equity and Inclusive Education Strategy to provide, in all Board operations, an environment which supports and enables inclusiveness and diversity within our Catholic community.

Advance Student Achievement for All

- To support all students who are six years of age in the development of literacy and numeracy skills, particularly in learning to read, by June 2011.
- To implement the Ministry of Education Policy "Growing Success" – Assessment, Evaluation and Reporting in Ontario Schools" by developing a Niagara Catholic Assessment, Evaluation and Reporting K-12 Policy and Guidelines for all schools in the Board by June 2011.
- To advance student achievement through Ministry of Education, Board and School initiatives on Provincial EQAO Primary and Junior Assessments, EQAO Secondary Mathematics Assessment, and the Ontario Secondary School Literacy Test (OSSLT) an average of 2% by June 2011.
- To align and design initiatives to achieve the target of 85% graduation rate of 2010-2011 Grade 12 students by June 2011.

ENABLING STRATEGIES

Provide Supports for Success

- To develop a mental health support plan to address the need for increased supports for mental health and to increase the involvement of these supports at school team meetings by June 2011.
- To begin the implementation of enhancements to Niagara Catholic's Mentor Connector program by November 2010.

Enhance Technology for Optimal Learning

- To initiate the implementation of a hardware platform for all school-based computer technology allowing student and staff wireless access by September 2011.
- To implement the data warehouse program in all elementary and secondary schools by June 2011.

Building Partnerships and Schools as Hubs

- To design a community engagement partnership plan by October 2010 to enhance community use of school facilities.

- To expand educational research in the Board to include Board research projects, the sharing of current research, and an extension of research partnerships with outside agencies by June 2011.
- To build capacity with Trustees, administrators, staff and parents by providing information and opportunities for dialogue on Catholic education.

Strengthen Human Resource Practices and Develop Transformational Leadership

- To design a Principal / Vice Principal Appraisal Process by October 2010, to be implemented in 2010-2011 as the first year of a five year cycle.
- To enhance the Leadership Succession Planning by redesigning the Leadership Identification Program and the Administrative Internship Program by June 2011.
- To design and implement a Niagara Catholic Attendance Management Program by January 2011.
- To develop and implement a Niagara Catholic Exit Interview process for all retirements and/or resignations by January 2011.

Create Equity and Accessibility of Resources

- To have all elementary and secondary schools implement the Teaching Learning Critical Pathway initiative by June 2011.
- To have all elementary and all Grade 9 Academic and Applied mathematics courses implement the Collaborative Inquiry for Learning in Mathematics by June 2011.
- To implement a plan to identify and remove barriers to individuals with disabilities in all Board facilities as identified in the 2010-2011 Niagara Catholic Accessibility Plan by June 2011.

Ensure Responsible Fiscal and Operational Management

- To ensure that all Catholic Education Centre departments develop Operational Plans and review cycles, which align with the Vision 2020 Strategic Plan by September 30th, 2010.
- To comply with Ministry of Education requirements for fiscal financial management with a balanced budget that consolidates key risks and mitigation strategies into a single risk plan.
- To establish an Audit Committee and an internal audit function in compliance with emerging Ministry of Education requirements by January 2011.
- To develop a Green Clean Program in three pilot facilities for September 2010. Analyze effectiveness against measurables and commence a Niagara Catholic Green Clean Program in all Board facilities by April 2011.

Address Changing Demographics

- To reduce the total energy consumption of Niagara Catholic facilities by 5 % over the average consumption in previous years.
- To develop a report to the Director of Education on school capacities, enrolment, attendance area boundaries and accommodation utilization with recommendations to address the changing demographics in Niagara Catholic to meet the timelines of Board motions, by January 2011.

<p>Niagara Catholic System Priorities – 2010-2011</p> <p>ACHIEVEMENT REPORT</p>		<p>Completed</p>	<p>In Process 2011-2012</p>
<p>BUILD STRONG CATHOLIC IDENTITY AND COMMUNITY TO NURTURE THE DISTINCTIVENESS OF CATHOLIC EDUCATION</p>			
<p>1. To enhance our distinctive Catholic educational system by designing and implementing a Niagara Catholic Faith Formation program, rooted the Board's Vision 2020 Strategic Plan, and integrated into programs and services for students, parents and the community served by the Board by June 2011.</p>	<p>✓</p>		
<p>Indicators and Comments</p> <ul style="list-style-type: none"> • A Niagara Catholic Faith Formation Program linked to the Board's Vision 2020 Strategic Plan was scheduled to be designed and written during the 2010-2011 school year by the new Board Faith Formation Animator. Dialogue continued throughout 2010-2011 between the Director of Education and the Diocese of St. Catharines to confirm Niagara Catholic's Faith Formation Animator. In June 2011, the Board approved the 2011-2012 Annual Budget which provided funding for a Board Chaplaincy Leader and two Elementary Chaplaincy Leaders. The three new positions were confirmed in early July 2011 to commence September 2011. • As discussed with all Principals and Vice Principals in August 2010 and announced to all employees of Niagara Catholic on September 1st, 2010, the focus of school-based Faith Formation throughout 2010-2011 was the new Niagara Catholic Virtues Education Model. Through the Student Achievement Department, each month, specifically designated virtues information was provided to all Principals to use with staff as part of monthly Faith Formation and in the delivery of the specific virtue for the month with students and as part of the "big ideas" that provide the foundation for <i>Teaching-Learning Critical Pathways</i>. 			

Niagara Catholic System Priorities – 2010-2011

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BUILD STRONG CATHOLIC IDENTITY AND COMMUNITY TO NURTURE THE DISTINCTIVENESS OF CATHOLIC EDUCATION

2. In accordance with the Church's teachings, to embrace the areas of focus as outlined in Ontario's Equity and Inclusive Education Strategy to provide, in all Board operations, an environment which supports and enables inclusiveness and diversity within our Catholic community.

Indicators and Comments

- In-serviced Grade 11 World Religion's Teachers on the new text World Religions: A Canadian Catholic Perspective.
- Community Focus Group meet, discuss and offered recommendations on the Equity and Inclusive Education (interim) Policy and the Equity and Inclusive Education: Religious Accommodation (interim) Policy,
- The design and approval of the Equity and Inclusive Education Policy and the Equity and Inclusive Education Religious Accommodation Policy; both found on the Board's website as of November 23, 2010.
- In-serviced Child and Youth Worker's (CYW), Behaviour Resource Teacher's (BRT) and Chaplaincy Leaders on bullying and harassment awareness issues including homophobic bullying, December 6, 2010.
- In-serviced Behaviour Resource Teacher's on Positive Mental Health, December 7, 2010
- In-serviced Educational Resource Teacher's (ERT's) on Aboriginal awareness, specifically Residential Homes and how Aboriginal Students learn, February 16, 2011.
- In-serviced ERT's on the role of Settlement Workers in Schools (SWIS) Niagara within schools, Feb. 16, 2011
- Information provided to the Secondary panel regarding the availability and role of SWIS Niagara within schools.
- Review of all current Policies, Procedures and Guidelines ensuring that they support and promote equity, diversity and inclusivity.

Niagara Catholic System Priorities – 2010-2011

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BUILD STRONG CATHOLIC IDENTITY AND COMMUNITY TO NURTURE THE DISTINCTIVENESS OF CATHOLIC EDUCATION

2. *In accordance with the Church's teachings, to embrace the areas of focus as outlined in Ontario's Equity and Inclusive Education Strategy to provide, in all Board operations, an environment which supports and enables inclusiveness and diversity within our Catholic community. (cont'd)*

- Review of all Elementary and Secondary Agendas ensuring that they support and promote equity, diversity and inclusivity.
- Board-wide Student Symposium; overall theme of Equity, Diversity and Inclusiveness. Incorporating faith, leadership, isms, bullying, disabilities held on February 25, 2011.
- School-wide recognition of Holy Days and monthly Religious updates.
- School-wide curriculum links to Jesus' homeland (Grade 4), Aboriginal Spirituality (Grade 6), and Social Justice awareness permeating throughout the grades.
- In-serviced all NTIP teachers and their mentors on all EIE documents and policies, March 3, 2011.
- System-wide secondary class trip to Six Nations and the Mohawk Residential School, May 5, 2011.
- Vetting of Voluntary and Confidential Self-Identification Policy for First Nation, Métis and Inuit Students, May 2011.
- Harmony Movement presentation to elementary schools on Diversity and Inclusivity, May 16, 2011.
- Consultant and Aboriginal Liaison Officer's participation in Diversity Day for elementary schools, June 2011.
- Board approval of Policy #301.9 - Voluntary and Confidential Self-Identification Policy for First Nation, Métis and Inuit Students, June 14, 2011
- Addition of FNMI Self-Identification category on Elementary and Secondary Registration Forms, June 2011.
- First Nation canoe building with Niagara Catholic Specialist High Skills Major students, June 2011.
- Board-wide distribution of FNMI Self-Identification information and registration flyer for September 2011.
- Preparation for Professional Development of Niagara Catholic staff during October 2011 PA Day
- Review of Early Learning Kindergarten Programs learning material purchase to ensure a variety of toys and learning materials are reflective of today's diverse society
- On-going monthly memorandums listing equity and inclusive education notable dates.

Niagara Catholic System Priorities – 2010-2011

ACHIEVEMENT REPORT

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BUILD STRONG CATHOLIC IDENTITY AND COMMUNITY TO NURTURE THE DISTINCTIVENESS OF CATHOLIC EDUCATION

2. *In accordance with the Church's teachings, to embrace the areas of focus as outlined in Ontario's Equity and Inclusive Education Strategy to provide, in all Board operations, an environment which supports and enables inclusiveness and diversity within our Catholic community. (cont'd)*

- On-going school wide recognition of Holy Days using the MultiFaith Calendar and monthly Religious updates.
- On-going information given to both the Elementary and Secondary panel regarding the availability and role of SWIS Niagara within schools.
- On-going review of all current Policies, Procedures and Guidelines ensuring that they support and promote equity, diversity and inclusivity.
- School-wide curriculum links to Jesus' homeland, Aboriginal Spirituality and Social Justice awareness permeating throughout the grades.
- On-going dialogue among Boards to create a template/checklist to review policies and Multifaith accommodations through an equity and inclusive education lens.
- On-going review of all Secondary Handbooks ensuring that they support and promote equity, diversity and inclusivity.
- On-going formation and expansion of Safe School Teams within schools that promote equity, diversity, inclusivity and safety for all.
- On-going in-servicing of all Board staff on the Customer Service Policy.
- On-going Aboriginal Initiatives such as Métis and First Nation guest speakers and interactive workshops.

Niagara Catholic System Priorities – 2010-2011

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ADVANCE STUDENT ACHIEVEMENT FOR ALL

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1. To support all students who are six years of age in the development of literacy and numeracy skills, particularly in learning to read, by June 2011.

Indicators and Comments

- One Student Achievement Literacy Coach was dedicated to supporting this system priority.
- The Early Years/Primary Consultant, the Reading Recovery Teacher Lead, one Program Resource Teacher and the Early Years Literacy Coach partnered to support early literacy at the eight full day early learning kindergarten program schools.
- Early literacy instruction was extended to include an additional ten (10) Educational Resource Teachers (ERT's) for a total of 20 participating schools. This included all Niagara Catholic Full Day JK/SK schools and Full Day Early Learning Kindergarten Program schools for a total of twenty (20) elementary schools.
- The Early Years/Primary Consultant and the Reading Recovery Teacher Lead completed training of all of the Early Years teachers at all elementary schools in Early Reading Strategies in January 2011.
- Supports will continue for all students who are six years of age in the development of literacy and numeracy skills, particularly in learning to read throughout 2011-2012.

Niagara Catholic System Priorities – 2010-2011

ACHIEVEMENT REPORT

Completed

In Process
2011-2012

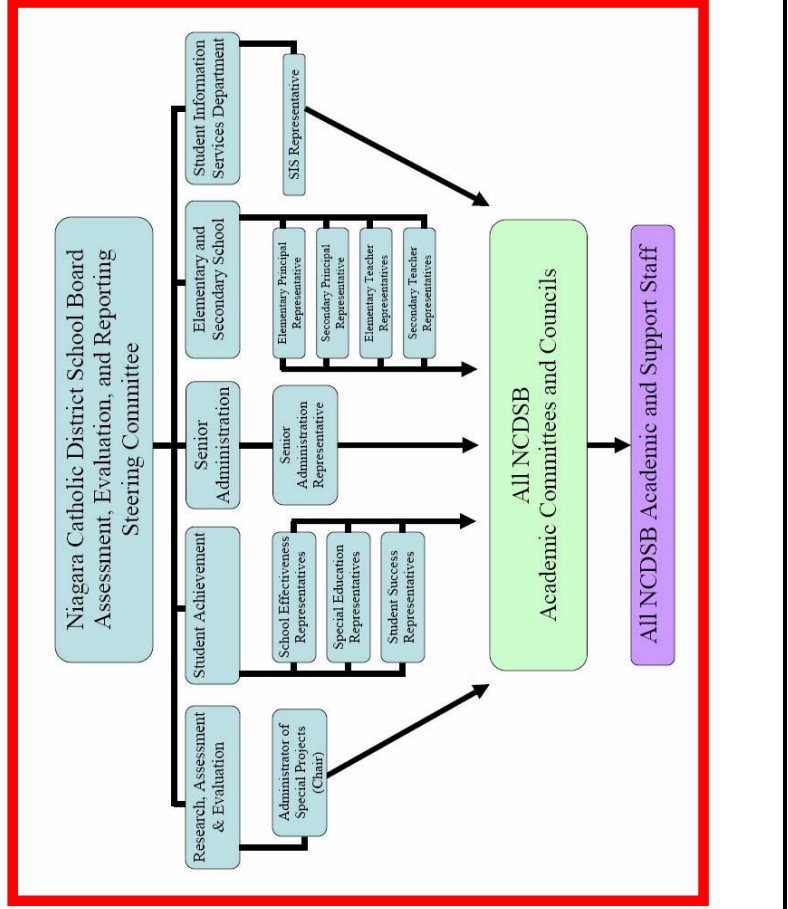
ADVANCE STUDENT ACHIEVEMENT FOR ALL

2. To implement the Ministry of Education Policy “Growing Success – Assessment, Evaluation and Reporting in Ontario Schools” by developing a Niagara Catholic Assessment, Evaluation and Reporting K-12 Policy and Guidelines for all schools in the Board by June 2011.

Indicators and Comments

Niagara Catholic’s Growing Success Committee has made significant progress in the implementation of the Ministry of Education’s Growing Success document. The following activities have been completed.

- Growing Success Executive Summary
- Elementary Progress Report Card Guide
- Elementary Provincial Report Card Guide
- Secondary Mid-Term Provincial Report Card Guide
- Secondary Provincial Report Card Guide
- Elementary Maplewood Reporting Guide
- Primary, Junior, and Intermediate Provincial Report Card Resource



Niagara Catholic System Priorities – 2010-2011

ACHIEVEMENT REPORT

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ADVANCE STUDENT ACHIEVEMENT FOR ALL

2. To implement the Ministry of Education Policy “Growing Success – Assessment, Evaluation and Reporting in Ontario Schools” by developing a Niagara Catholic Assessment, Evaluation and Reporting K-12 Policy and Guidelines for all schools in the Board by June 2011 (cont’d)

- Partnership with London Region MISA PNC in the development of the Comment Framework Guide and Supporting Videos
- Interim Expected Practices and Guidelines on Late/Missed Assignments, Plagiarism/Cheating, and Lower-Grade Limit. Principals, Vice-Principals, and Curriculum/Subject Councils will be given the opportunity to provide further feedback on these Guidelines and Expected Practices in February, 2011.
- Professional Development Opportunities:
 - Principals and Vice-Principals, August 2010 Growing Success Overview
 - All Academic Staff on the September 2, 2010 PA Day Growing Success Overview
 - Elementary Principals and Vice-Principals September 2010 – Elementary Progress Report Card
 - Secondary ESL/FSL Teachers November 16, 2010 – Growing Success Overview
 - NTIP – November 19, 2010 – Growing Success Overview & Learning Goals/Success Criteria
 - Elementary Teachers – January 18 & 19, 2011 – Elementary Provincial Report Card, Comment Development, and Learning Goals/Success Criteria
 - Secondary Principals and Teachers – March 2011 – Secondary Comment Development
 - Elementary and secondary comments will be further developed to support classroom and subject teachers.
- Updated Maplewood to accommodate the Growing Success Student Achievement Reporting changes.
- Sample Elementary and Secondary Evaluation Comment Anchors developed as system supports for teacher report card comment writing.

Niagara Catholic System Priorities – 2010-2011

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ADVANCE STUDENT ACHIEVEMENT FOR ALL

2. *To implement the Ministry of Education Policy “Growing Success – Assessment, Evaluation and Reporting in Ontario Schools” by developing a Niagara Catholic Assessment, Evaluation and Reporting K-12 Policy and Guidelines for all schools in the Board by June 2011 (cont’d)*

- Developed success criteria from curriculum expectations and curriculum mapping embedded in all Elementary Teaching Learning Critical Pathway (TLCP) Hub sessions.
- Collaborative Inquiry for Learning Mathematics (CIL-M) Sessions. Teachers developed an understanding that the ‘Learning Goal’ drives the lesson through the constructivist approach and is the focus of the ‘Reflect & Connect’ (3rd part of 3-part lesson).
- Lesson goals modelled for teachers at the beginning of all teacher in-servicing sessions.
- Secondary TLCPs embedded learning goals and success criteria linked to assessment to guide classroom instruction.

Niagara Catholic System Priorities – 2010-2011

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ADVANCE STUDENT ACHIEVEMENT FOR ALL

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3. To advance student achievement through Ministry of Education, Board and School initiatives on Provincial EQAO Primary and Junior Assessments, EQAO Secondary Mathematics Assessment, and the Ontario Secondary School Literacy Test (OSSLT) an average of 2% by June 2011.

Indicators and Comments

- Ministry, Board, and school initiatives were implemented in all schools to improve student achievement in literacy and numeracy. The EQAO 2011 results in the Primary and Junior Assessments were above the provincial average; however' overall average on all assessments did not increase by 2%.
- Distributed sufficient copies of EQAO sample booklets of the Primary, Junior, Grade 9 and OSSLT for all students writing these assessments during the 2010-2011 school year. These sample booklets allowed teachers to perform diagnostic assessments and allowed students the opportunity to experience EQAO assessments.
- The Board Improvement Plan provided the following SMART Goals to facilitate student achievement on the EQAO Assessments:

LITERACY SMART Goal

- To reduce the achievement gap between males and females by improving the achievement of male students in Literacy on EQAO provincial assessments by 5% June 30, 2011.
- Primary results in literacy for males declined.
 - Junior results in literacy for males increased.

Niagara Catholic System Priorities – 2010-2011

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ADVANCE STUDENT ACHIEVEMENT FOR ALL

3. *To advance student achievement through Ministry of Education, Board and School initiatives on Provincial EQAO Primary and Junior Assessments, EQAO Secondary Mathematics Assessment, and the Ontario Secondary School Literacy Test (OSSLT) an average of 2% by June 2011. (cont'd)*

NUMERACY SMART Goal

To improve the achievement of students taking the Grade 9 Applied Mathematics course and their achievement on the EQAO Grade 9 Assessment of Mathematics by 5% by June 30, 2011.

- Grade 9 results increased by 1%.
- Regular OSSLT committee meetings were held.
- Elementary and Secondary School Networks (based on geography and family of schools) were established to develop and share best practices with system administrators, teachers and early childhood educators.
- System Principal Learning Team (PLT) conducted School Effectiveness Framework School Support Visits at 14 elementary and two secondary schools modelled on Instructional Rounds in Education.

Niagara Catholic System Priorities – 2010-2011

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ADVANCE STUDENT ACHIEVEMENT FOR ALL

Parameter Measured	2010 (%)	2011 (%)	% Change
EQAO Grade 3 Reading	71	70	-1
EQAO Grade 3 Writing	81	77	-4
EQAO Grade 3 Math	81	73	-8
EQAO Grade 6 Reading	73	78	5
EQAO Grade 6 Writing	76	76	0
EQAO Grade 6 Math	67	64	-3
Grade 9 Applied Math	35	36	1
Grade 9 Academic Math	82	82	0
OSSLT	88	85	-3
Overall Result			-1.4444444444

Literacy Smart Goal (males +5%)	2010	2011	% Change
EQAO Grade 3 Males - Reading	68	67	-1
EQAO Grade 3 Males - Writing	76	71	-5
EQAO Grade 6 Males Reading	69	73	4
EQAO Grade 6 Males Writing	67	69	2
Overall Result			0

Numeracy Smart Goal (grade 9 applied math)	2010	2011	%Change
Grade 9 Applied Math Course			
EQAO	35	36	1

Niagara Catholic System Priorities – 2010-2011

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ADVANCE STUDENT ACHIEVEMENT FOR ALL

EQAO 2010 – 2011 PRIMARY (GRADE 3) ASSESSMENTS OF READING, WRITING, AND MATHEMATICS

RESULTS FOR ALL STUDENTS

	Reading	Writing	Mathematics
NCDSB	70	77	73
Province	65	73	69
% difference NCDSB with province	+5	+4	+4

	Reading	Writing	Mathematics
NCDSB 2009-10	71 (-1)	81 (-4)	81 (-8)
Province 2009-10	62 (+3)	70 (+3)	71 (-2)

5 YEAR TRENDS

	Reading	Writing	Mathematics
5 Year Trend NCDSB	+2	+8	-1
5 Year Trend Province	+3	+9	0

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ADVANCE STUDENT ACHIEVEMENT FOR ALL

EQAO 2010 – 2011 PRIMARY (GRADE 3) ASSESSMENTS OF READING, WRITING, AND MATHEMATICS (cont'd)

RESULTS BASED ON GENDER

	Reading	Writing	Mathematics
Male Students - NCDSB	67	71	74
Female Students - NCDSB	73	84	71
Male Students - Province	60	67	68
Female Students - Province	70	80	69

EXEMPTION RATES

	Reading	Writing	Mathematics
Exemption Rate - NCDSB	1	1	1
Exemption Rate - Province	3	2	2

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ADVANCE STUDENT ACHIEVEMENT FOR ALL

EQAO 2009 – 2010 JUNIOR (GRADE 6) ASSESSMENTS OF READING, WRITING, AND MATHEMATICS

RESULTS FOR ALL STUDENTS

	Reading	Writing	Mathematics
NCDSB	78	76	64
Province	74	73	58
% difference NCDSB with province	+4	+3	-4

	Reading	Writing	Mathematics
NCDSB 2009-10	73 (+5)	76 (0)	67 (-3)
PROVINCE 2009-10	72 (+2)	70 (+3)	61 (-3)

5 YEAR TRENDS

	Reading	Writing	Mathematics
NCDSB	+9	+11	-3
Province	+10	+12	-1

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ADVANCE STUDENT ACHIEVEMENT FOR ALL

EQAO 2009 – 2010 JUNIOR (GRADE 6) ASSESSMENTS OF READING, WRITING, AND MATHEMATICS (cont'd)

RESULTS BASED ON GENDER

	Reading	Writing	Mathematics
Male Students - NCDSB	73	69	63
Female Students - NCDSB	84	85	65
Male Students - Province	69	64	57
Female Students - Province	79	82	60

EXEMPTION RATES

	Reading	Writing	Mathematics
Exemption Rate -NCDSB	1	1	1
Exemption Rate - Province	2	2	2

Niagara Catholic System Priorities – 2010-2011

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ADVANCE STUDENT ACHIEVEMENT FOR ALL

EQAO 2009 – 2010 GRADE 9 ASSESSMENT OF ACADEMIC AND APPLIED MATHEMATICS

RESULTS FOR ALL STUDENTS

	Academic	Applied
NCDSB	82	36
Province	83	42
% difference NCDSB with province	-1	-6

	Academic	Applied
NCDSB 2009-10	82 (0)	35 (+1)
Province 2009-10	82 (+1)	40 (-2)

5 YEAR TRENDS

	Academic	Applied
NCDSB	+12	-2
Province	+12	+7

RESULTS BASED ON GENDER

	Academic	Applied
Male Students	85	40
Female Students	79	32
Male Students	84	44
Female Students	82	39

Niagara Catholic System Priorities – 2010-2011

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ADVANCE STUDENT ACHIEVEMENT FOR ALL

EQAO 2009 – 2010 GRADE 9 ASSESSMENT OF ACADEMIC AND APPLIED MATHEMATICS

RESULTS FOR ALL STUDENTS

	Academic	Applied
NCDSB	82	36
Province	83	42
% difference NCDSB with province	-1	-6

	Academic	Applied
NCDSB 2009-10	82 (0)	35 (+1)
Province 2009-10	82 (+1)	40 (-2)

5 YEAR TRENDS

	Academic	Applied
NCDSB	+12	-2
Province	+12	+7

RESULTS BASED ON GENDER

	Academic	Applied
Male Students - NCDSB	85	40
Female Students - NCDSB	79	32
Male Students - Province	84	44

Niagara Catholic System Priorities – 2010-2011

ACHIEVEMENT REPORT

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ADVANCE STUDENT ACHIEVEMENT FOR ALL

3. *To advance student achievement through Ministry of Education, Board and School initiatives on Provincial EQAO Primary and Junior Assessments, EQAO Secondary Mathematics Assessment, and the Ontario Secondary School Literacy Test (OSSLT) an average of 2% by June 2011. (cont'd)*

- Elementary, Principal Learning Teams met to discuss a common focus of inquiry ground in the School Effectiveness Framework.
- System implementation of Marker Students to evidence SEF classroom best practices and implementation.
- Workshops provided to improve conceptual understanding in Number Sense and Numeration for Junior and Intermediate teachers.

Niagara Catholic System Priorities – 2010-2011

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ADVANCE STUDENT ACHIEVEMENT FOR ALL

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4. To align and design initiatives to achieve the target of 85% graduation rate of 2010-2011 Grade 12 students by June 2011.

Indicators and Comments

Based on achievement indicator data provided by all eight Niagara Catholic secondary schools, the alignment and design of initiatives to achieve the target of 85% graduation rate of 2010-2011 Grade 12 students in the Class of 2011 was achieved.

The Niagara Catholic graduation rate increased +2.37% from 2009-2010's graduation rate of 86.66% to a graduate rate of 89.03% for 2010-2011 which surpasses the target of 85%.

Niagara Catholic Graduation Rate		
2008-2009	2009-2010	2010-2011
88.63%	86.66%	89.03
		Change
		+2.37

Academic interventions in 2010-2011 included:

- Specialist High Skills Major Programs (SHSM) to 41 programs within 14 sectors.
- Mentor Connector/Homework Help initiative and look for alignment with the Ministry of Education's Learning Management System and homework initiative.
- Identifying all "at-risk" students within the secondary panel and connecting them with an individualized "Educational Support Plan" with a "caring adult".
- Designed a plan to re-engage the 12+ drop-outs (Supervised Alternative Learning – SAL Program).
- Expanded co-op opportunities.
- Promoted an expansion of our after-school homework help program (P3).
- Supported our graduating students through our senior Crown Ward Championship Team
- Enhanced a seamless transition to and from our Start Series Programs (Fresh Start suspension/ expulsion and Jump Start - attendance issues).

Niagara Catholic System Priorities – 2010-2011

ACHIEVEMENT REPORT

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2011-2012

ENABLING STRATEGIES

PROVIDE SUPPORTS FOR SUCCESS

1. To develop a mental health support plan to address the need for increased supports for mental health and to increase the involvement of these supports at school team meetings by June 2011.



Indicators and Comments

Professional Development opportunities occurred for staff (Principals, Educational Assistants, Child and Youth Workers, Educational Resource Teachers, Student Success Teachers, etc) since September 2010 in the area of mental health.

Through the work of the Student Support Leadership Initiative(SSLI) the following initiatives were implemented:

- Niagara Child and Youth Services (NCYS) provided their own staff members (at the School Based Team Meeting) to participate in a “Pilot” project at one elementary and one secondary school.
- The “Working Together For Kid’s Mental Health” project (currently in 4 elementary schools and 1 secondary school), used identification tools to assist ERT’s in the identification of potential Mental Health difficulties. In addition; this group of community partners developed a “Professional Development Workshop” template to be used with staff to enhance their knowledge about Mental Health.
- To enhance parent engagement the SSLI organized a “Focus Group” of parents to gather information to make informed decisions about Mental Health in the Niagara region.

The Stop Now and Plan (SNAP) project was implemented in ten (10) elementary classes throughout Niagara Catholic. An additional ten (10) classes implemented the program in the winter months of 2011.

Niagara Catholic System Priorities – 2010-2011

ACHIEVEMENT REPORT

ENABLING STRATEGIES

PROVIDE SUPPORTS FOR SUCCESS

2. To begin the implementation of enhancements to Niagara Catholic's Mentor Connector Program by November 2010.

Indicators and Comments

As of November 2010, Niagara Catholic's Mentor Connector Program attained the following enhancements:

- The addition of Mentor Exit Survey to acquire additional data regarding support provided to Niagara Catholic students.
- A Mentor Note feature to teachers – teacher candidates are now able to communicate with the classroom teacher via electronic notes through email pertaining to significant sessions.
- A new student oriented graphical interface.
- The integration of the Educational Support Plan (ESP) for student success via Mentor Connector Platform.
- Expansion of Mentor pool to include the Brock University, Hamilton Campus.

Completed

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Niagara Catholic System Priorities – 2010-2011

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ENABLING STRATEGIES

ENHANCE TECHNOLOGY FOR OPTIMAL LEARNING

1. To initiate the implementation of a hardware platform for all school-based computer technology allowing student and staff wireless access by September 2011.



Indicators and Comments

- Creation of the Niagara Catholic Teaching and Learning through Innovative Technology Committee.
- Student Achievement Department completed survey of current elementary technology used to support classroom instruction as it pertains to the current computer image of available teacher/student software.
- Niagara Catholic Blueprint for Technology was developed by March 2011 and presented to Senior Administrative Council. Certain items of Blueprint to align with 2011-2012 Budget priorities.
- Student Achievement Department support of a wireless, Apple iPad Grade Eight pilot classroom at St. Michael Catholic Elementary School.
- Establish a pilot Apple iPad classroom at St. Vincent DePaul Catholic Elementary School to examine the use of technology to improve student achievement
- Blended Learning Pilot Projects implemented at Holy Name Catholic Elementary School and Mary Ward Catholic Elementary School in 2010-2011.

Niagara Catholic System Priorities – 2010-2011

ACHIEVEMENT REPORT

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ENABLING STRATEGIES

ENHANCE TECHNOLOGY FOR OPTIMAL LEARNING

2. To implement the data warehouse program in all elementary and secondary schools by June 2011.



Indicators and Comments

- The Research, Assessment, and Evaluation Department, Technology Department, and the Student Information Services Department held regular meetings on the implementation of the Niagara Catholic Data Warehouse Project with Paradigm Shift Technologies Group Inc. (PSTGI).
- Staff assisted with the duties of the Student Information Services Department (i.e. OnSIS, Maplewood, etc) with the transition from Maplewood Legacy to Maplewood Enterprise that involved extensive data cleansing and validation.

Maplewood Enterprise

- Transition from Maplewood Legacy to Maplewood Enterprise has begun.
- Technology Department facilitated the initial transition to Web servers.
- Migration of achievement data facilitated by the Technology Department and Student Information Services Department.
- Data Warehousing validation completed by Student Information Services Department.

Niagara Catholic System Priorities – 2010-2011

ACHIEVEMENT REPORT

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ENABLING STRATEGIES

ENHANCE TECHNOLOGY FOR OPTIMAL LEARNING

2. *To implement the data warehouse program in all elementary and secondary schools by June 2011. (cont'd)*

PSTGI APlus Tool

- Continue to develop a pilot testing program for Principals facilitated by the Research, Assessment and Evaluation Department, SISD, and in consultation with PSTGI.
- Develop an APlus Field Testing Plan to be approved by Senior Administrative Council.
- APlus training will be provided to elementary and secondary schools upon successful completion of the pilot testing program.
- Development of a system roll out plan for Principals of APlus will commence in 2012

PSTGI Collection Plus Tool

- Regular meetings will be held in regards to the roll out of Collection Plus system wide.
- Developed roll out plans for Pilot Schools.
- Developed training materials for staff training.
- Implementation of Collection Plus at the Pilot schools.
- Implementation will be expanded to all elementary and secondary schools in 2011.

Niagara Catholic System Priorities – 2010-2011

ACHIEVEMENT REPORT

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ENABLING STRATEGIES

Building Partnerships and Schools as Hubs

1. To design a community engagement partnership plan by October 2010 to enhance community use of school facilities.



Indicators and Comments

- Niagara Catholic Poverty Reduction and Awareness Committee partnership with the Niagara Region and various community agencies (e.g. YMCA, RAFT, and Canadian Tire) were confirmed in 2010-2011
- Partnership agreements have been signed for The Niagara Prosperity Initiative, Healthy Community Fund, Niagara Community Foundation, Community Living, and Niagara Learning Disabilities.
- Additional partnerships will be confirmed throughout 2011-2012.

Niagara Catholic System Priorities – 2010-2011

ACHIEVEMENT REPORT

Completed

In Process
2011-2012

ENABLING STRATEGIES

Building Partnerships and Schools as Hubs

2. To expand educational research in the Board to include Board research projects, the sharing of current research, and an extension of research partnerships with outside agencies by June 2011.



Indicators and Comments

- The Research, Assessment, and Evaluation Department continues to be a member of the London Region MISA Group.
- The Research, Assessment, and Evaluation Department continues to work with PNC's project entitled "School Board University Research Exchange" (SURE). The focus of the SURE project is to expand collaboration between school boards and faculties of education on Education-Based Research projects.
- On December 2, 2010 and on January 21, 2011 two presentations were made by the Research, Assessment and Evaluation Department to Brock University's Faculty of Education students and staff on Niagara Catholic's current research process and research interests.
- Revisions were made to the Board's current Research Policy to allow for greater collaboration between Niagara Catholic and outside organizations in the area of Education-Based Research. The policy is Education-Based Research Projects Policy 800.5, approved April 26, 2011.

Niagara Catholic System Priorities – 2010-2011

ACHIEVEMENT REPORT

Completed

In Process
2011-2012

ENABLING STRATEGIES

Building Partnerships and Schools as Hubs

2. To expand educational research in the Board to include Board research projects, the sharing of current research, and an extension of research partnerships with outside agencies by June 2011. (cont'd)

- The following research projects were approved by the Research Ethics Review Committee:
- Niagara Prosperity Initiative
 - Mental Health of deaf, Deaf and hard of hearing children and youth in Ontario
 - Working Together for Lid's Mental Health
 - Social Determinants of Child Hypertension
 - A Study of Beliefs and Emotions in Girls' High School Physical Education
 - The 2011 Ontario Student Drug Use Health Survey (OSDUHS)
 - Development of Face Perceptions (2010 -2011)
 - Knowledge Creation and Mobilization processes: The Principal's Role in Fostering Student Achievement
 - Niagara Senior Kindergarten Parent Survey
 - 2010-2011 Youth Smoking Survey (YSS)
 - The College Access and Careers Success Guide- Resources to Increase Skills Development and Labour Market Participation in Ontario: The Career Guidance Needs of Grade 10 Students in Ontario
 - The Early Development Instrument (EDI) 2011

Niagara Catholic System Priorities – 2010-2011

ACHIEVEMENT REPORT

Completed

In Process
2011-2012

ENABLING STRATEGIES

Building Partnerships and Schools as Hubs

3. To build capacity with Trustees, administrators, staff and parents by providing information and opportunities for dialogue on Catholic education.

Indicators and Comments

- Through a variety of strategies in 2010-2011 we continued to build capacity through improved communication and information sessions for Trustees; Faith Formation and conferences for Catholic School Council and Niagara Catholic Parent Involvement Committee members, school-based Parental Engagement / PRO Grant / Student Voice Programs; continued enhancements to the Board web-site; Spotlight on Niagara Catholic; Facebook; Twitter; Director's Monthly Video; eCommunity; voice communication to families; regular letters to administrative, academic and support staff; letters to parents; Director presentations to various community groups (Knights of Columbus etc); news releases for parish bulletins; local media and OCSTA.
- At each Committee of the Whole Meeting, presentations were made by members of the Program, Special Education and Human Resources departments outlining the key focus of improving student achievement, staff professional growth and wellness.
- A Trustee and Senior Staff Faith Formation Retreat took place in February 2011 with Bishop Bergie.
- From April 30 to May 2, 2011 the inaugural Ontario Catholic Student Leadership Conference took place in Niagara Falls. Niagara Catholic's Student Senate, Student Achievement and Director's Office staff planning, coordinating and hosted the provincial conference with over 400 students, moderators, administrators in attendance to share, dialogue and produce a conference report on the present and future of Catholic education in Ontario. The report was shared with all participants, the Bishops of Ontario, OCSTA, OCSCOA, CPCO and all English and French Catholic Boards and secondary schools in Ontario.

Niagara Catholic System Priorities – 2010-2011

ACHIEVEMENT REPORT

ENABLING STRATEGIES

Strengthen Human Resource Practices and Develop Transformational Leadership

1. To design a Principal / Vice Principal Appraisal Process by October 2010, to be implemented in 2010-2011 as the first year of a five year cycle.

Indicators and Comments

- The Principal and Vice Principal Performance Appraisal legislation and administrative guidelines were designed and placed on the Board Intranet for all administrators to access.
- Senior Administration, Principals and Vice-Principals were in-serviced on the P.P.A.
- A five (5) year cycle was designed and implemented for the Principal Vice-Principal Performance appraisal process.
- Principals and Vice Principals placed on performance appraisal for 2010-2011 were completed.
- The Catholic Leadership Framework which is the foundation of Principal Performance Appraisal (P.P.A.) was incorporated into the Catholic Leadership: Principal and Vice-Principal Selection Policy and Administrative Guidelines.
- Human Resources Department will continue to annually track administrators under P.P.A.

Completed

In Process
2011-2012



Niagara Catholic System Priorities – 2010-2011

ACHIEVEMENT REPORT

Completed

In Process
2011-2012

ENABLING STRATEGIES

Strengthen Human Resource Practices and Develop Transformational Leadership

2. To enhance the Leadership Succession Planning by redesigning the Leadership Identification Program and the Administrative Internship Program by June 2011.

Indicators and Comments

The Niagara Catholic District School Board's Leadership Internship Program (LIP) was redesigned to meet key criteria:

- Minimum of five (5) years of successful teaching
- Professional Profile
- Completion of OCSTA/OECTA Part 1 Religious Education AQ qualification
- Specialist Certification in at least one(1) program area
- Principal support
- Interview

A two year program with the following components:

- Four (4) group meetings per year
- System leadership involvement (E.g., Education Week Public Displays)

Faith Formation

- Coaching by selected administrators who mentored LIP candidates

Committee Members:

- Mario Ciccarelli, Andrew Boon, Frances Brockenshire, Lori Spadafora, Patsy Rocca , Khayyam Syne
- Frank Iannantuono

Meeting Dates:

- January 19, 2011, February 23, 2011, Wednesday, April 20, 2011 and Friday, May 20, 2011

Program implementation for the two (2) year program will be ongoing for 2010-2012.

Niagara Catholic System Priorities – 2010-2011

ACHIEVEMENT REPORT

Completed

In Process
2011-2012

ENABLING STRATEGIES

Strengthen Human Resource Practices and Develop Transformational Leadership

3. To provide the necessary supports for newly appointed Vice-Principals in their first two years of the role through a mentoring and coaching model (AIP).

Indicators and Comments

The program consisted of the following dimensions:

- Leadership Self Review
- Mentoring relationship with immediate supervisor
- Mentoring/Coaching Workshop(s)
- Mentoring/Coaching Conference Attendance

Leadership Self Review:

- The completion of a self-review tool

Mentoring relationship with immediate supervisor:

- A Mentoring/Coaching log was created
- This log formed the basis of the Annual Growth Plan
- Three documented meetings occurred
- Performance Plan was created for the Principal Performance Plan (PPA) process
- Summative Report (PPA) documented the success of the first year's performance

Mentoring/Coaching Workshop

- All Vice Principals attended workshops given by Board's Coaching Team

Mentoring/Coaching Conference Attendance

- Attendance at the CPCO Summer Coaching and Mentoring program for Educational Leaders was not completed as the program was not offered during the summer of 2011 by CPCO.

Niagara Catholic System Priorities – 2010-2011

ACHIEVEMENT REPORT

Completed

In Process
2011-2012

ENABLING STRATEGIES

Strengthen Human Resource Practices and Develop Transformational Leadership

4. To design and implement a Niagara Catholic Attendance Management Program by January 2011.



Indicators and Comments

Analysis of Absence and Substitute Management was conducted with eSchool Solutions on December 15th, 2010.

Analysis included:

- 2009-2010 school year highlights
- Board to Board comparison
- Fall 2010 performance results
- Absence and substitute cost control
- Custodial call out implementation
- Smart Find Express 2.0 absence approval system
- Fill rate of minimum of 98%

Plans for 2011-2012

- Call out absences pending Human Resource approval
- Absence and substitute cost control
- Monitor custodial success with Smart Find Express (SFE)
- Professional Development and Training for Human Resource staff
- Development of Attendance Support Program

It is anticipated that with the design of the Niagara Catholic Attendance Management Program completed, implementation will commence in the fall of 2011.

Niagara Catholic System Priorities – 2010-2011

ACHIEVEMENT REPORT

ENABLING STRATEGIES

Strengthen Human Resource Practices and Develop Transformational Leadership

Completed

In Process
2011-2012

5. To develop and implement a Niagara Catholic Exit Interview process for all retirements and/or resignations by January 2011.

✓

Indicators and Comments

- Design of Exit Questionnaire and Interview was complete.
- Partnership agreement was established with Niagara College to conduct exit interviews for employees within each organization.
- A invitation to participate in the voluntary Niagara Catholic Exit Interview process for staff voluntarily resigning or retiring from Niagara Catholic was included in all confirmation of resignation or retirement letters to Board staff during 2010-2011.
- Results of Exit Questionnaires and interviews will be presented to Senior Administrative Council on an annual basis.

Niagara Catholic System Priorities – 2010-2011

ACHIEVEMENT REPORT

Completed

In Process
2011-2012

ENABLING STRATEGIES

Create Equity and Accessibility of Resources

1. To have all elementary and secondary schools implement the Teaching Learning Critical Pathway initiative by June 2011.



Indicators and Comments

- System consolidation of the Teaching Learning Critical Pathway initiative as expected and embedded classroom practice in all Niagara Catholic District School Board schools, Early Years to Grade 12.

Niagara Catholic System Priorities – 2010-2011

ACHIEVEMENT REPORT

Completed

In Process
2011-2012

ENABLING STRATEGIES

Create Equity and Accessibility of Resources

2. To have all elementary and all Grade 9 Academic and Applied Mathematics courses implement the Collaborative Inquiry for Learning in Mathematics by June 2011.



Indicators and Comments

- System consolidation of the Collaborative Inquiry of Mathematics initiative as expected and embedded classroom practice in all elementary Niagara Catholic District School Board schools.
- Program Department supporting the consolidation of Collaborative inquiry in Mathematics transferable skills to all divisions in the elementary panel and Grade 9 Mathematics courses.

Niagara Catholic System Priorities – 2010-2011

ACHIEVEMENT REPORT

Completed

In Process
2011-2012

ENABLING STRATEGIES

Create Equity and Accessibility of Resources

3. To implement a plan to identify and remove barriers to individuals with disabilities in all Board facilities as identified in the 2010-2011 Niagara Catholic Accessibility Plan by June 2011.



Indicators and Comments

- At the September 13th, 2011 Committee of the Whole Meeting, the annual Niagara Catholic Accessibility Plan Report was presented. This report included the 2011-2012 Niagara Catholic Accessibility Plan which identified the specific projects that removed barriers for individuals with disabilities in identified Board facilities during 2010-2011.

Niagara Catholic System Priorities – 2010-2011

ACHIEVEMENT REPORT

Completed

In Process
2011-2012

ENABLING STRATEGIES

Ensure Responsible Fiscal and Operational Management

1. To ensure that all Catholic Education Centre departments develop Operational Plans and review cycles, which align with the Vision 2020 Strategic Plan by September 30th, 2010.



Indicators and Comments

- The Business and Financial Services, Plant Services and Human Resources Departments completed the development of departmental Operational Plans related to specific system priorities. The Operational Plans comprised a list of goals and achievements as provided in the Annual Director's Report.
- The Operational Plans will be expanded in 2011-2012 to include the development of long range plan to achieve the Vision Statements and Strategic Directions in the Niagara Catholic Vision 2020 Strategic Plan.

Niagara Catholic System Priorities – 2010-2011

ACHIEVEMENT REPORT

Completed

In Process
2011-2012

ENABLING STRATEGIES

Ensure Responsible Fiscal and Operational Management

2. To comply with Ministry of Education requirements for fiscal financial management with a balanced budget that consolidates key risks and mitigation strategies into a single risk plan.



Indicators and Comments

- The Board had a balance of \$9,947,062 in its Reserve for Working Funds as at August 31, 2010.
- The Board approved the 2010-2011 Annual Budget without a transfer from the Reserve for Working Funds in order to balance the budget.
- The Board approved the 2010-2011 Revised Budget with a reduced transfer of \$1,998,855 from the Reserve for Working Funds in order to balance the budget.
- Senior Staff will continue to make every effort to achieve a balanced budget for 2010-2011 without a transfer from the Reserve for Working Funds.

Niagara Catholic System Priorities – 2010-2011

ACHIEVEMENT REPORT

Completed

In Process
2011-2012

ENABLING STRATEGIES

Ensure Responsible Fiscal and Operational Management

3. To establish an Audit Committee and an internal audit function in compliance with emerging Ministry of Education requirements by January 2011.



Indicators and Comments

- Niagara Catholic is in full compliance with Regulation 361/10 with the establishment of an Audit Committee by January 31st, 2011. At the December 2010 Board Meeting, the Board approved the Audit Committee and Senior Staff has initiated the advertisement for two (2) external members of the Audit Committee to join three (3) current Trustees of the Board.
- All Audit Committee members along with the Director of Education and the Superintendent of Business and Finance attended a Ministry of Education training session in February 2011.

Niagara Catholic System Priorities – 2010-2011

ACHIEVEMENT REPORT

ENABLING STRATEGIES

Ensure Responsible Fiscal and Operational Management

4. To develop a Green Clean Program in three pilot facilities for September 2010 and to analyze effectiveness against measurables and commence a Niagara Catholic Green Clean Program in all Board facilities by April 2011.

Indicators and Comments

- A Niagara Catholic Green Clean Program was implemented successfully in all facilities. A full day workshop was held with all custodians; installation of new dispensing systems and products along with site based training has been completed.

Completed

In Process
2011-2012



Niagara Catholic System Priorities – 2010-2011

ACHIEVEMENT REPORT

Completed

In Process
2011-2012

ENABLING STRATEGIES

Address Changing Demographics

1. To reduce the total energy consumption of Niagara Catholic facilities by 5% over the average consumption in previous years.

Indicators and Comments

- The energy consumption final report is currently being compiled by the Ministry of Education and is anticipated to be released to Boards in 2011-2012.
- New installation of energy efficient boilers, windows, lighting, automation systems and motion sensors as scheduled were completed in 2010-2011.



Niagara Catholic System Priorities – 2010-2011

ACHIEVEMENT REPORT

Completed

In Process
2011-2012

ENABLING STRATEGIES

Address Changing Demographics

2. To develop a report to the Director of Education on school capacities, enrolment, attendance area boundaries and accommodation utilization with recommendations to address the changing demographics in Niagara Catholic to meet the timelines of Board motions, by January 2011.

Indicators and Comments

- Enrolment projections have been completed. Effects of various boundary revisions on facility utilization in Niagara Falls, St. Catharines and Welland have been prepared to present to the three Attendance Ad Hoc committees.



**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
SEPTEMBER 27, 2011**

PUBLIC SESSION

**TOPIC: EDUCATION QUALITY AND ACCOUNTABILITY OFFICE
(EQAO) PRIMARY AND JUNIOR PROVINCIAL
ASSESSMENTS OF READING, WRITING AND
MATHEMATICS AND GRADE 9 ASSESSMENTS
OF MATHEMATICS - ACADEMIC AND APPLIED 2010-2011**

The report on the Education Quality and Accountability Office (EQAO)
Primary and Junior Provincial Assessments of Reading, Writing and Mathematics
and Grade 9 Assessments of Mathematics - Academic and Applied 2010-2011
is presented for information.

Prepared by: Lee Ann Forsyth-Sells, Superintendent of Education
Anthony Corapi, Consultant: Research, Assessment and Evaluation

Presented by: Lee Ann Forsyth-Sells, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: September 27, 2011



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

“The Niagara Catholic District School Board, through the charisms of faith, social justice, support and leadership, nurtures an enriching Catholic learning community for all to reach their full potential and become living witnesses of Christ.”

REPORT TO THE BOARD MEETING SEPTEMBER 27, 2011

EDUCATION QUALITY AND ACCOUNTABILITY OFFICE (EQAO) PRIMARY AND JUNIOR PROVINCIAL ASSESSMENTS OF READING, WRITING AND MATHEMATICS AND GRADE 9 ASSESSMENT OF MATHEMATICS, 2010-2011

BACKGROUND INFORMATION

On September 14th, 2011 Ontario’s Education Quality and Accountability Office (EQAO) released the school and Board level results of the 2010-2011 Assessments of Reading, Writing and Mathematics, Primary Division (Grade 3) and Junior Division (Grade 6), and the Grade 9 Assessment of Mathematics.

The Board and school level results of the 2010-2011 assessments enable the Catholic elementary and secondary schools in the Niagara Catholic District School Board to review the progress of their students and the progress of Ontario schools.

The analysis of Board and school level results from the provincial assessments, as one form of student achievement data, allows for students, parents, staff, school administrators and Board staff to focus on the improvement of student achievement of all students in the Niagara Catholic District School Board.

Marguerite Jackson, EQAO’s Chief Executive Officer states that:

To be successful, all organizations need reliable, objective performance data. Students, parents, educators, policy makers and the public benefit from data that can be used to make reasonable judgments about how well schools are performing and to determine what changes need to be made to make schools better for all students. The data being provided today allow parents, schools and school boards to celebrate their success in helping students master the foundational skills of literacy and numeracy, and, where necessary to pinpoint areas for improvement.

The Catholic elementary and secondary schools in the Niagara Catholic District School Board continue to celebrate student success on provincial assessments.

Principals, Vice-Principals, teaching and support staff work cooperatively to ensure that the needs of each student in the Niagara Catholic District are being met in the classroom by implementing Ministry of Education initiatives, along with Board, school, and classroom instructional strategies and assessments.

School Improvement Planning, led by the Principal with School Improvement Planning Teams, will continue focusing on the Niagara Catholic District School Board's system priorities and Smart Goals for 2011-2012.

This focus on the improvement of student achievement for all students is captured with the following indicator:

- To continue to advance student achievement through Ministry of Education, Board and School initiatives on Provincial EQAO Primary and Junior Assessments, EQAO Grade 9 Assessment of Mathematics, and the Ontario Secondary School Literacy Test (OSSLT) by June 2012.

This report on EQAO Primary and Junior Assessments and the Grade 9 Assessment of Mathematics provides the following information about achievement of students at or above the Provincial Standard (Levels 3 and 4):

- Primary: Grade 3 Highlights in Reading, Writing and Mathematics, 2009-2010, 2010-2011, and over five years from 2006-2011
- Junior: Grade 6 Highlights in Reading, Writing and Mathematics, 2009-2010, 2010-2011 and over five years from 2006-2011
- Grade 9 Mathematics Highlights: Applied and Academic Programs, 2009-2010, 2010-2011 and over five years from 2006-2011
- Exemption Rates for Primary and Junior Assessments and Grade 9 Mathematics, Applied and Academic
- Gender Analysis

The focus on the system priority of the improvement of student achievement will continue by tracking the progress of student cohorts with the Grade 3 results in 2008 and the Junior Assessment in 2011. Schools will also review the results of students on the Mathematics component of the Junior Assessment of 2008 and the results on the Grade 9 Assessment of Mathematics in 2011. This analysis will assist classroom teachers with program planning and assessment strategies based on the individual learning needs of students.

Students who participated in the provincial assessments will be receiving an Individual Student Report (ISR) indicating achievement in relation to the Provincial Standard. The ISR for students who wrote the Junior Assessment will also show their results on the Primary Assessment in 2008. The Individual Student Report provides parents/guardians with a summary of School, Board and Provincial results. Classroom teachers will also be reviewing Individual Student Reports to support the improvement of student achievement in their classrooms.

EQAO school results will be posted on the Board and Schools' websites. Provincial, Board and School results reflect specific priorities for the improvement of student achievement at the school and Board levels. This information is also available in the main office of the school upon request.

Analysis of the EQAO Primary and Junior Assessments in Reading, Writing and Mathematics and the Grade 9 Mathematics Assessment will continue at the Board and school levels for contextual information in the areas of gender, language, and special needs, in order to support the improvement of student achievement for all students in the Niagara Catholic District School Board.

The report of the Education Quality and Accountability Office (EQAO) Primary and Junior Provincial Assessments of Reading, Writing and Mathematics and the Grade 9 Assessment of Mathematics, 2010-2011 is presented for information.

PREPARED BY: Lee Ann Forsyth-Sells, Superintendent of Education
Anthony Corapi, Consultant: Research, Assessment and Evaluation

PRESENTED BY: Lee Ann Forsyth-Sells, Superintendent of Education

APPROVED BY: John Crocco, Director of Education

DATE: September 27, 2011

EQAO 2010 – 2011 PRIMARY (GRADE 3) ASSESSMENTS OF READING, WRITING, AND MATHEMATICS

RESULTS FOR ALL STUDENTS

	<i>Reading</i>	<i>Writing</i>	<i>Mathematics</i>
NCDSB	70	77	73
Province	65	73	69
% difference NCDSB with province	+5	+4	+4

NCDSB 2009-10	71 (-1)	81 (-4)	81 (-8)
Province 2009-10	62 (+3)	70 (+3)	71 (-2)

5 YEAR TRENDS

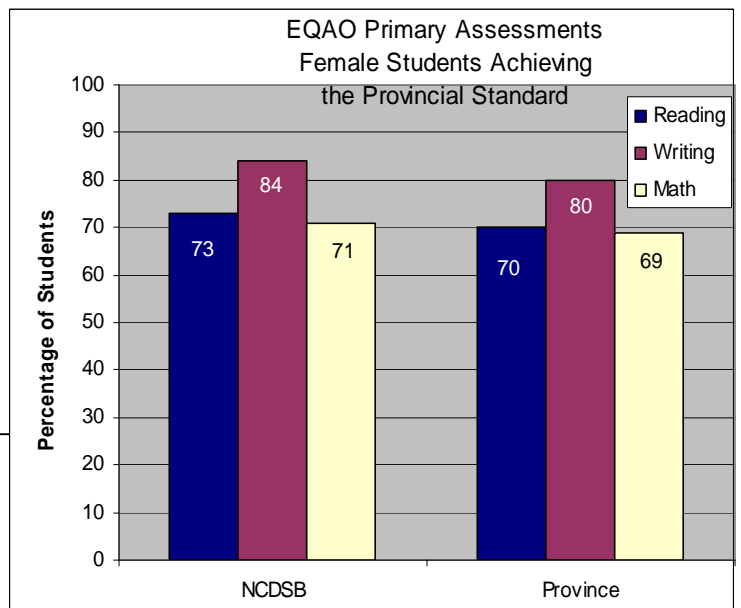
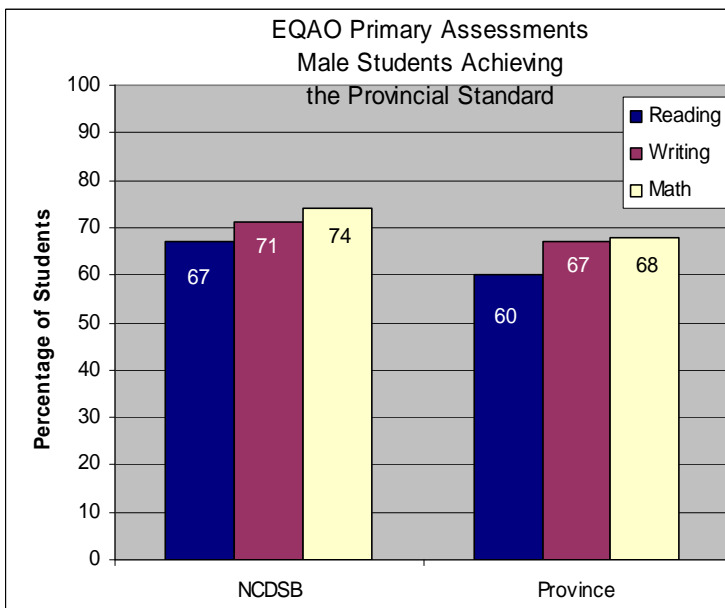
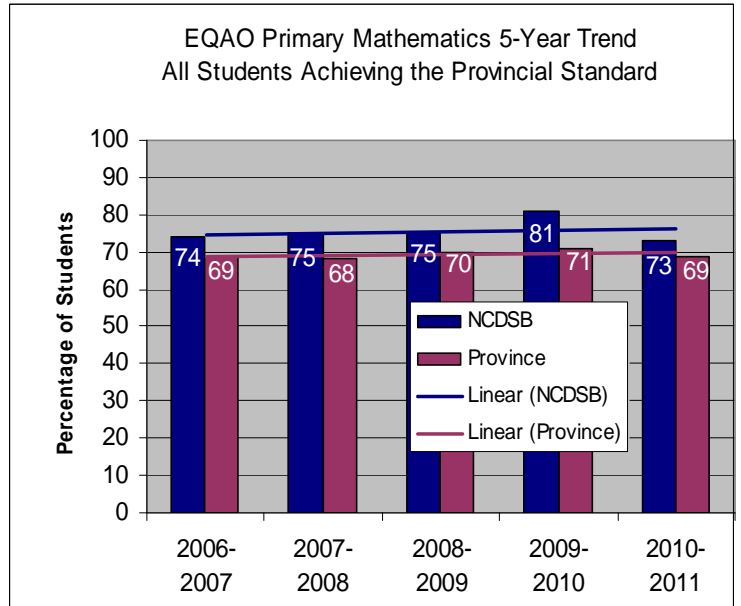
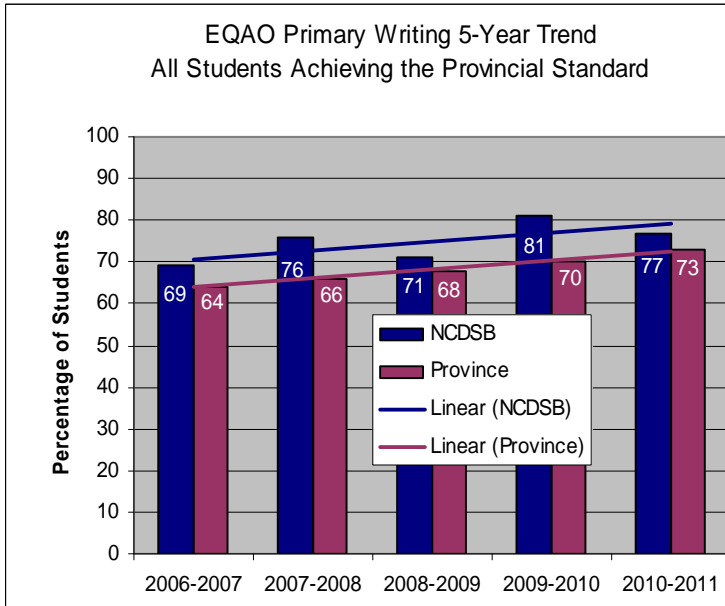
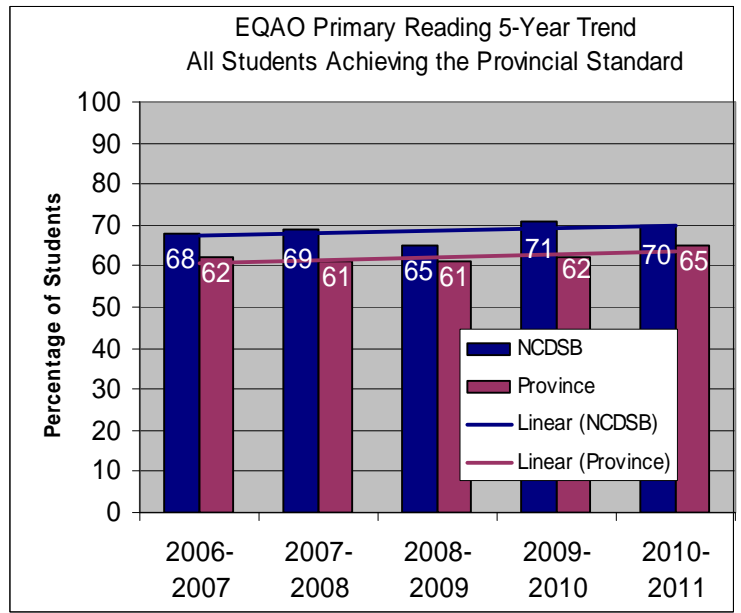
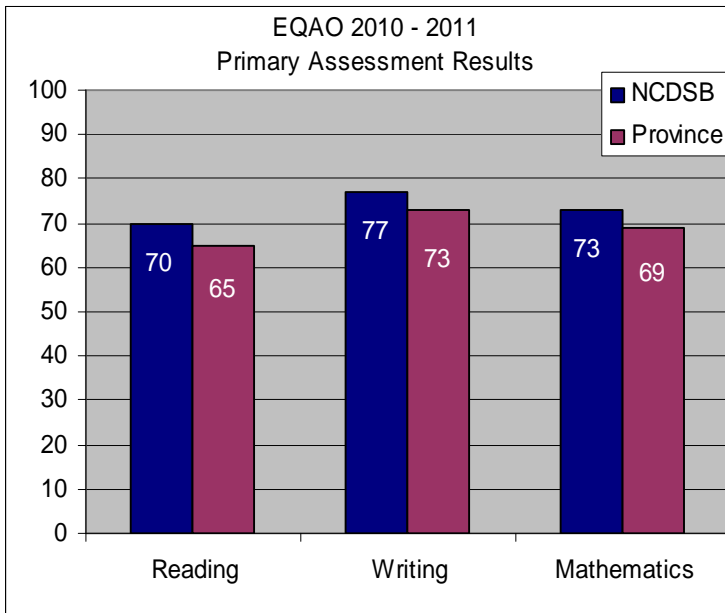
5 Year Trend NCDSB	+2	+8	-1
5 Year Trend Province	+3	+9	0

RESULTS BASED ON GENDER

Male Students NCDSB	67	71	74
Female Students NCDSB	73	84	71
Male Students Province	60	67	68
Female Students Province	70	80	69

EXEMPTION RATES

Exemption Rate NCDSB	1	1	1
Exemption Rate Province	3	2	2



**EQAO 2010 – 2011 JUNIOR (GRADE 6) ASSESSMENTS OF
READING, WRITING, AND MATHEMATICS**

RESULTS FOR ALL STUDENTS

	<i>Reading</i>	<i>Writing</i>	<i>Mathematics</i>
NCDSB	78	76	64
Province	74	73	58
% difference NCDSB with province	+4	+3	-4

NCDSB 2009-10	73 (+5)	76 (0)	67 (-3)
PROVINCE 2009-10	72 (+2)	70 (+3)	61 (-3)

5 YEAR TRENDS

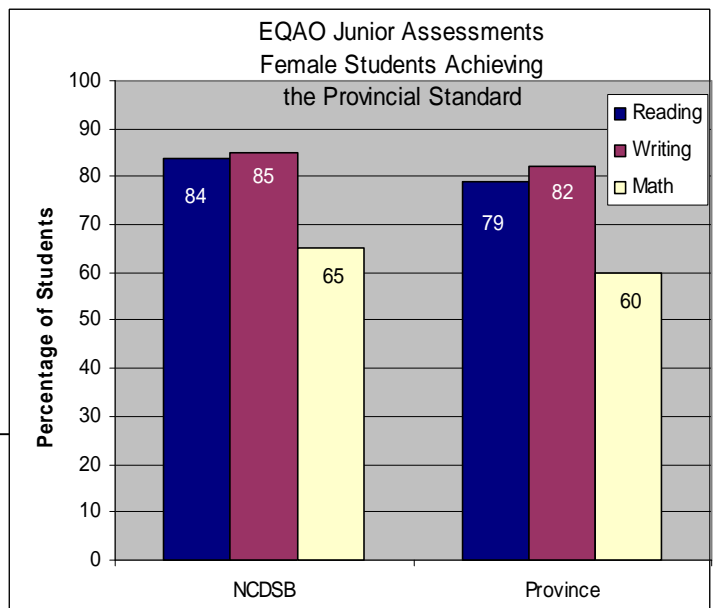
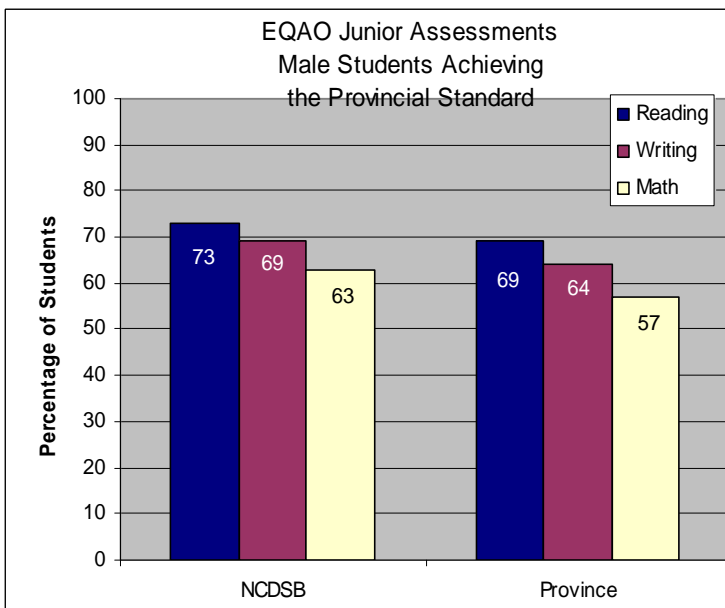
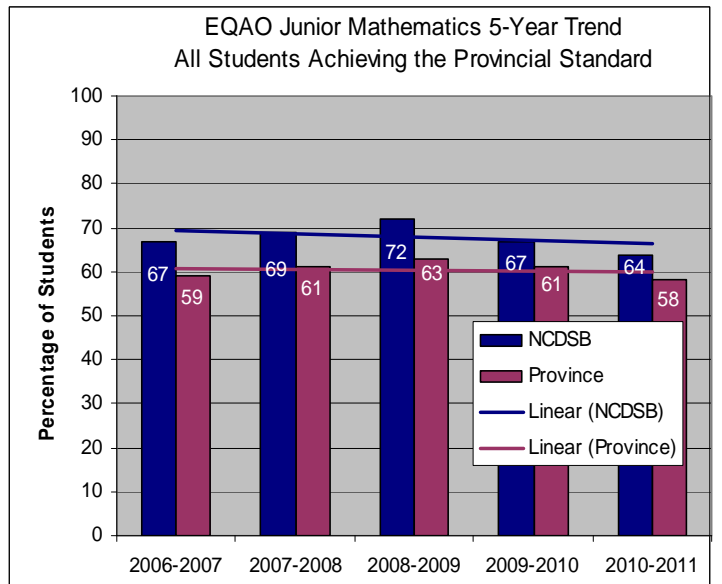
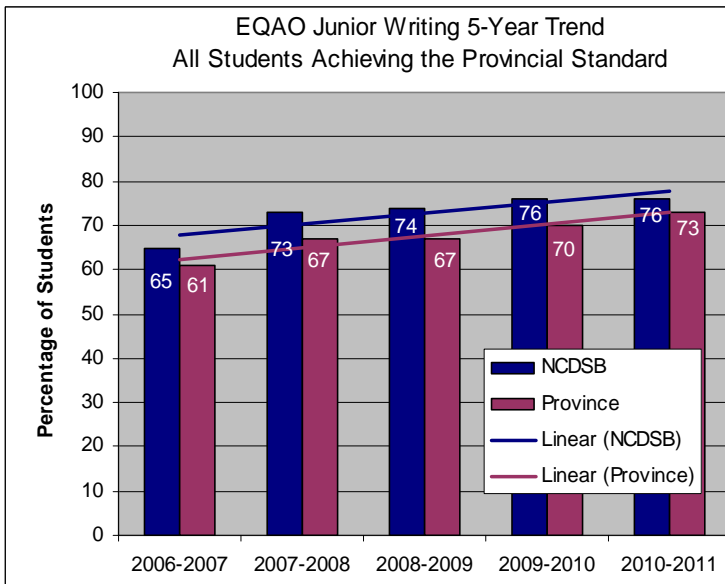
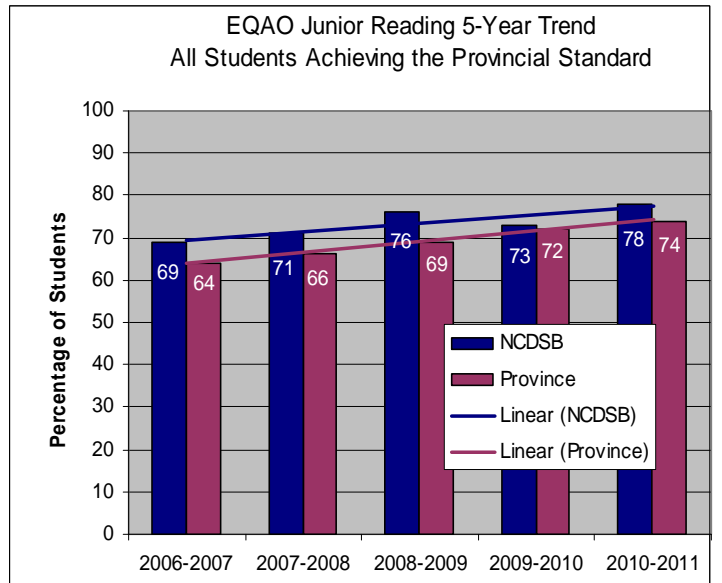
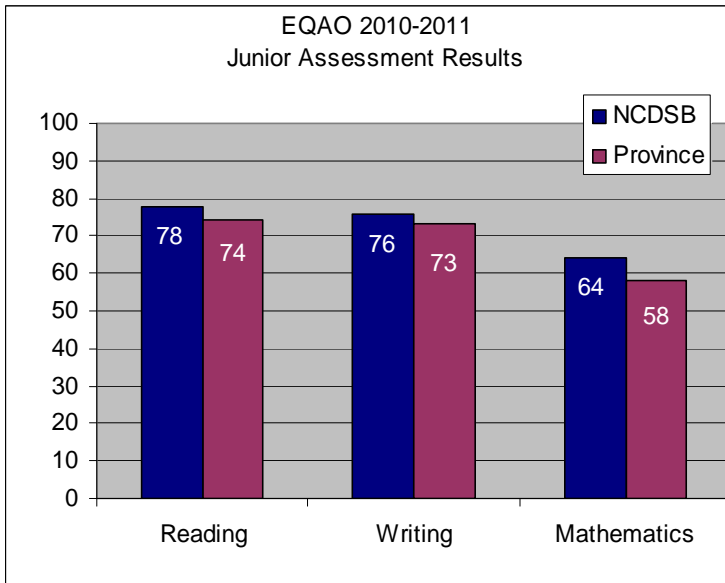
NCDSB 5 Year Trend	+9	+11	-3
Province 5 Year Trend	+10	+12	-1

RESULTS BASED ON GENDER

Male Students NCDSB	73	69	63
Female Students NCDSB	84	85	65
Male Students Province	69	64	57
Female Students Province	79	82	60

EXEMPTION RATES

Exemption Rate NCDSB	1	1	1
Exemption Rate Province	2	2	2



EQAO 2010 – 2011 GRADE 9 ASSESSMENT OF ACADEMIC AND APPLIED MATHEMATICS

RESULTS FOR ALL STUDENTS

	<i>Academic</i>	<i>Applied</i>
NCDSB	82	36
Province	83	42
% difference NCDSB with province	-1	-6

NCDSB 2009-10	82 (0)	35 (+1)
PROVINCE 2009-10	82 (+1)	40 (-2)

5 YEAR TRENDS

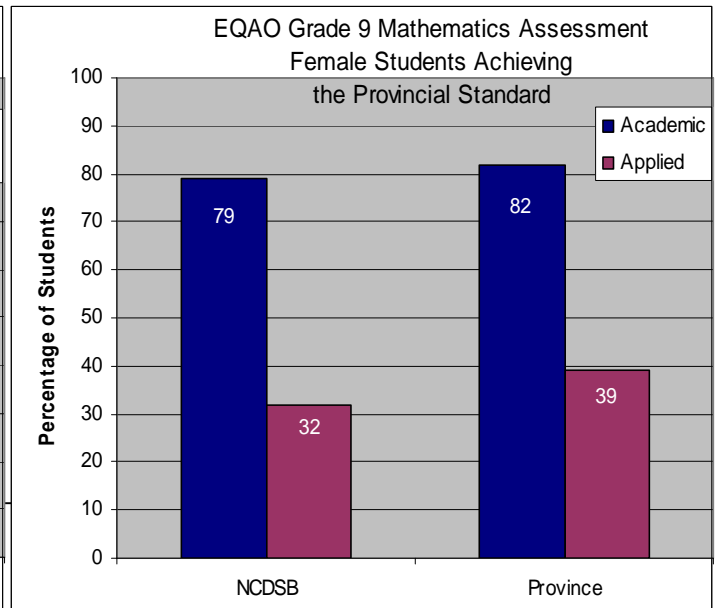
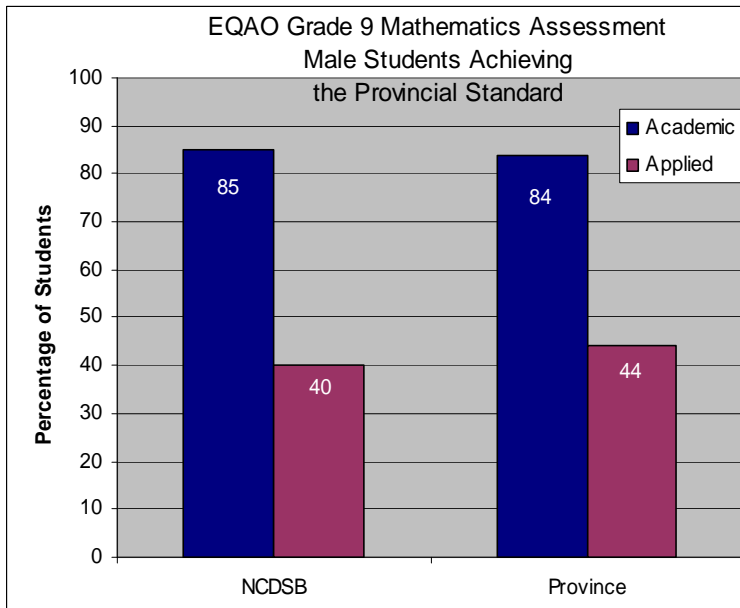
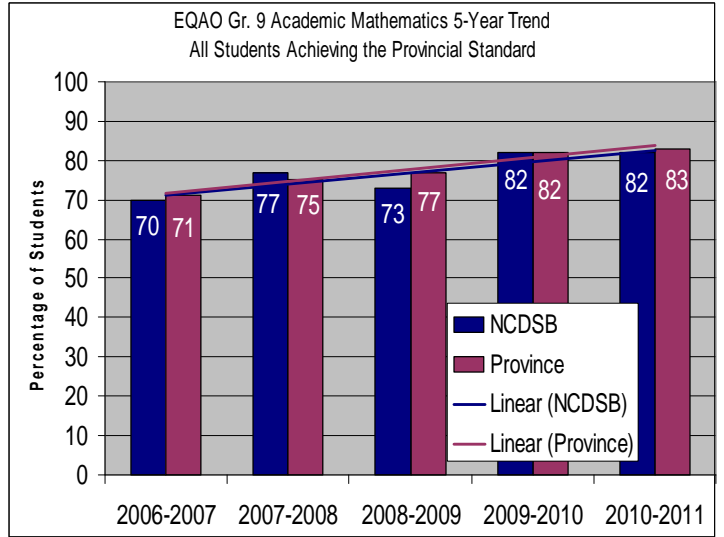
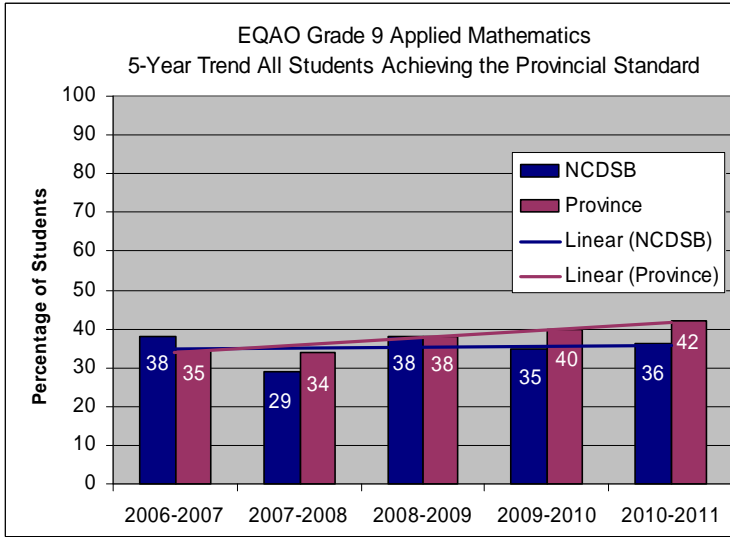
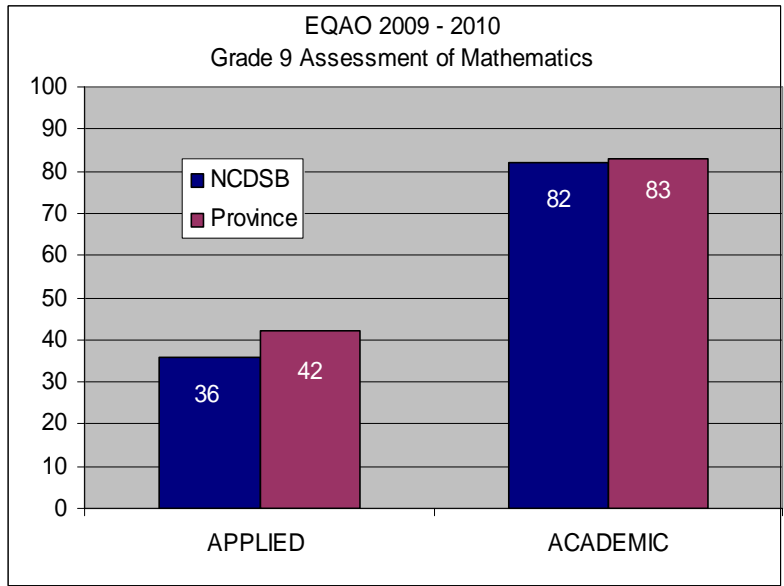
NCDSB 5 Year Trend	+12	-2
Province 5 Year Trend	+12	+7

RESULTS BASED ON GENDER

Male Students NCDSB	85	40
Female Students NCDSB	79	32
Male Students Province	84	44
Female Students Province	82	39

EXEMPTION RATES

No Data (exemption/absences) NCDSB	<1	1
No Data (exemption/absences) Province	1	5



**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
SEPTEMBER 27, 2011**

PUBLIC SESSION

**TOPIC: FINANCIAL REPORTS
MONTHLY BANKING TRANSACTIONS
JUNE, JULY AND AUGUST 2011**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the report on the Monthly Banking Transactions for the months of June, July and August 2011, as presented.

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

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

Recommended by: John Crocco, Director of Education

Date: September 27, 2011



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

**REPORT TO THE BOARD
SEPTEMBER 27, 2011**

**MONTHLY BANKING TRANSACTIONS
FOR THE MONTHS OF JUNE, JULY & AUGUST, 2011**

BACKGROUND INFORMATION

In accordance with the Monthly Financial Reports Policy Statement, we are pleased to enclose the Monthly Banking Transactions for the Niagara Catholic District School Board for the months of June, July and August as follows:

June, 2011 Appendix A
July, 2011 Appendix B
August, 2011 Appendix C

As required by the Policy, a monthly list of payments is available in the Holy Cross Community Room for the TRUSTEES to review at their convenience.

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Report on the Monthly Banking Transactions for the months of June, July and August 2011 as presented.

Prepared by: Larry Reich, Superintendent of Business & Financial Services
Presented by: Larry Reich, Superintendent of Business & Financial Services
Recommended by: John Crocco, Director of Education
Date: September 27, 2011

Appendix A

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD REPORT ON BANKING TRANSACTIONS	
SUMMARY OF BANK TRANSACTIONS FOR THE MONTH OF:	JUNE, 2011
DESCRIPTION OF ITEMS	BANK ACCOUNT
CASH BALANCE AT BEGINNING OF MONTH	(A) 31,205,224
OPERATING CASH RECEIPTS FOR THE MONTH	
1. GENERAL LEGISLATIVE GRANTS	15,354,898
2. OTHER GRANTS (EPO, O.E.Y.C.)	1,271,319
3. INTEREST REVENUE	30,430
4. MUNICIPAL TAXES	11,685,324
5. TUITION FEES REVENUE - A.C.E. & OTHER	183,021
6. CHARITABLE DONATIONS	0
7. GOVERNMENT REBATES (GST 66% REBATE ON TAXABLE PURCHASES)	0
8. RECOVERY OF COSTS (LTD, WCB, BENEFITS, OTHER REIMBURSEMENTS))	225,569
9. OTHER CASH RECEIPTS	
- Reimbursements of Employee Benefits	5,728
- Donations Collected from Employees for Haiti Relief	0
- Other	
10. PROCEEDS FROM DEBENTURE ISSUE (NET)	0
11. CAPITAL LOAN PRINCIPAL ADVANCES	0
TOTAL OPERATING CASH RECEIPTS AND LOAN ADVANCE	(B) 28,756,290
OPERATING CASH DISBURSEMENTS FOR THE MONTH	
1. ACCOUNTS PAYABLE (NET OF CANCELLED CHEQUES AND DEBT REPAYMENTS)	(20,636,274)
2. TEACHER PENSION DEDUCTIONS	(1,161,667)
3. O.M.E.R.S. PENSION DEDUCTIONS	(433,885)
4. CANADA SAVINGS BONDS DEDUCTIONS	(153,440)
5. TRANSFER TO 4 OVER 5 TRUST ACCOUNTS	(65,848)
6. OTHER DEBITS	(47,061)
7. INTEREST PAYMENTS ON CAPITAL DEBT	(133,441)
8. PRINCIPAL PAYMENTS ON CAPITAL DEBT	(418,000)
TOTAL OPERATING CASH DISBURSEMENTS	(C) (23,038,618)
CASH BALANCE AT END OF MONTH	(D) 36,921,898
	A + B - C = D

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD REPORT ON LOAN BALANCES				
SUMMARY OF LOAN BALANCES AS AT : JUNE, 2011				
The Debentures & Capital Loans are made up as follows:				
Loan Description	Opening Balance	Loan Advances	Loan Repayments	Ending Balance
1. GPL1 Loan 25 YR.	(12,491,024.16)		0.00	(12,491,024.16)
2. GPL2 Loan 25 YR.	(9,653,773.73)			(9,653,773.73)
3. GPL3 Loan 25 YR.	(4,482,838.60)			(4,482,838.60)
4. Capital Projects - Completed 2010/11	(8,177,838.00)			(8,177,838.00)
5. Debenture (Niagara Region)	(1,829,000.00)			(1,829,000.00)
6. Debenture (Niagara Region)	(3,168,000.00)		418,000.00	(2,750,000.00)
7. Capital Projects - Completed 2001	(20,179,853.48)			(20,179,853.48)
8. Capital Projects - Completed 2002/03	(21,362,298.61)		0.00	(21,362,298.61)
9. Capital Projects - Completed 2004/05	(8,798,599.89)			(8,798,599.89)
10. Capital Projects - Completed 2005/06	(7,818,442.95)			(7,818,442.95)
Total Debentures & Capital Loans	(97,961,669.42)	0.00	418,000.00	(97,543,669.42)

PREPARED BY : William Turnath
PRESENTED BY: Larry Reich

Appendix B

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD REPORT ON BANKING TRANSACTIONS	
SUMMARY OF BANK TRANSACTIONS FOR THE MONTH OF:	JULY, 2011
DESCRIPTION OF ITEMS	BANK ACCOUNT
CASH BALANCE AT BEGINNING OF MONTH	(A) 36,921,898
OPERATING CASH RECEIPTS FOR THE MONTH	
1. GENERAL LEGISLATIVE GRANTS	10,759,519
2. OTHER GRANTS (EPO, O.E.Y.C.)	474,506
3. INTEREST REVENUE	27,394
4. MUNICIPAL TAXES	0
5. TUITION FEES REVENUE - A.C.E. & OTHER	175,519
6. CHARITABLE DONATIONS	0
7. GOVERNMENT REBATES (GST 68% REBATE ON TAXABLE PURCHASES)	305,530
8. RECOVERY OF COSTS (LTD, WCB, BENEFITS, OTHER REIMBURSEMENTS))	187,864
9. OTHER CASH RECEIPTS	
- Reimbursements of Employee Benefits	2,181
- Donations Collected from Employees for Hall Relief	0
- Other	0
10. PROCEEDS FROM DEBENTURE ISSUE (NET)	0
11. CAPITAL LOAN PRINCIPAL ADVANCES	0
TOTAL OPERATING CASH RECEIPTS AND LOAN ADVANCE	(B) 11,932,633
OPERATING CASH DISBURSEMENTS FOR THE MONTH	
1. ACCOUNTS PAYABLE (NET OF CANCELLED CHEQUES AND DEBT REPAYMENTS)	(18,288,584)
2. TEACHER PENSION DEDUCTIONS	(1,138,609)
3. O.M.E.R.S. PENSION DEDUCTIONS	(636,260)
4. CANADA SAVINGS BONDS DEDUCTIONS	(94,101)
5. TRANSFER TO 4 over 5 ACCOUNTS	(60,637)
6. OTHER DEBITS	(62,418)
7. TRANSFER TO SINKING FUNDS	0
8. INTEREST PAYMENTS ON CAPITAL DEBT	(187,213)
9. PRINCIPAL PAYMENTS ON CAPITAL DEBT	(123,454)
TOTAL OPERATING CASH DISBURSEMENTS	(C) (20,581,276)
CASH BALANCE AT END OF MONTH	(D) 28,273,156

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD REPORT ON LOAN BALANCES				
SUMMARY OF LOAN BALANCES AS AT: JULY, 2011				
The Debentures & Capital Loans are made up as follows:				
Loan Description	Opening Balance	Loan Advances	Loan Repayments	Ending Balance
1. GPL1 Loan 25 YR.	(12,491,024.16)		0.00	(12,491,024.16)
2. GPL2 Loan 25 YR.	(9,653,773.73)			(9,653,773.73)
3. GPL3 Loan 25 YR.	(4,482,838.60)			(4,482,838.60)
4. Capital Projects - Completed 2010/11	(8,177,838.00)			(8,177,838.00)
5. Debenture (Niagara Region)	(1,829,000.00)			(1,829,000.00)
6. Debenture (Niagara Region)	(2,750,000.00)		0.00	(2,750,000.00)
7. Capital Projects - Completed 2001	(20,179,853.48)			(20,179,853.48)
8. Capital Projects - Completed 2002/03	(21,362,298.61)		0.00	(21,362,298.61)
9. Capital Projects - Completed 2004/05	(8,798,599.89)			(8,798,599.89)
10. Capital Projects - Completed 2006/06	(7,818,442.95)		123,454.41	(7,694,988.54)
Total Debentures & Capital Loans	(97,543,669.42)	0.00	123,454.41	(97,420,215.01)

PREPARED BY: William Tumath
 PRESENTED BY: Larry Reich

Appendix C

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD REPORT ON BANKING TRANSACTIONS	
SUMMARY OF BANK TRANSACTIONS FOR THE MONTH OF:	
AUGUST, 2011	
DESCRIPTION OF ITEMS	BANK ACCOUNT
CASH BALANCE AT BEGINNING OF MONTH	(A) 28,273,156
OPERATING CASH RECEIPTS FOR THE MONTH	
1. GENERAL LEGISLATIVE GRANTS	10,646,204
2. OTHER GRANTS (EPO, O.E.Y.C.)	292,679
3. INTEREST REVENUE	31,515
4. MUNICIPAL TAXES	0
5. TUITION FEES REVENUE - A.C.E. & OTHER	184,687
6. CHARITABLE DONATIONS	14,550
7. GOVERNMENT REBATES (GST 68% REBATE ON TAXABLE PURCHASES)	436,599
8. RECOVERY OF COSTS (LTD, WCB, BENEFITS, OTHER REIMBURSEMENTS)	288,247
9. OTHER CASH RECEIPTS	
- Reimbursements of Employee Benefits	4,055
- Donations Collected from Employees for Hall Relief	0
- Other	0
10. PROCEEDS FROM DEBENTURE ISSUE (NET)	0
11. CAPITAL LOAN PRINCIPAL ADVANCES	0
TOTAL OPERATING CASH RECEIPTS AND LOAN ADVANCE	(B) 11,896,535
OPERATING CASH DISBURSEMENTS FOR THE MONTH	
1. ACCOUNTS PAYABLE (NET OF CANCELLED CHEQUES AND DEBT REPAYMENTS)	(16,150,420)
2. TEACHER PENSION DEDUCTIONS	(1,090,824)
3. O.M.E.R.S. PENSION DEDUCTIONS	(193,599)
4. CANADA SAVINGS BONDS DEDUCTIONS	(90,982)
5. TRANSFER TO 4 OVER 5 TRUST ACCOUNTS	(60,606)
6. OTHER DEBITS - Canada Revenue Agency (Employee Deductions)	(673,374)
7. TRANSFER TO SINKING FUNDS	0
8. INTEREST PAYMENTS ON CAPITAL DEBT	0
9. PRINCIPAL PAYMENTS ON CAPITAL DEBT	0
TOTAL OPERATING CASH DISBURSEMENTS	(C) (18,249,805)
CASH BALANCE AT END OF MONTH	(D) 21,919,886.00
A + B - C = D	

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD REPORT ON LOAN BALANCES	
SUMMARY OF LOAN BALANCES AS AT:	
AUGUST, 2011	
The Debentures & Capital Loans are made up as follows:	
Loan Description	Ending Balance
1. GPL1 Loan 25 YR.	(12,491,024.16) *
2. GPL2 Loan 25 YR.	(9,653,773.73) *
3. GPL3 Loan 25 YR.	(4,482,838.60) *
4. PTR Projects - Completed 2010/11	(8,177,838.00) *
5. Debenture (Niagara Region)	(1,829,000.00) *
6. Debenture (Niagara Region)	(2,750,000.00) *
7. Capital Projects - Completed 2001	(20,179,853.48) *
8. Capital Projects - Completed 2002/03	(21,382,298.61) *
9. Capital Projects - Completed 2004/05	(8,798,599.89) *
10. Capital Projects - Completed 2005/06	(7,694,988.54) *
Total Debentures & Capital Loans	(97,420,215.01)

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
SEPTEMBER 27, 2011**

PUBLIC SESSION

**TOPIC: FINANCIAL REPORTS
STATEMENT OF REVENUE & EXPENDITURES
AUGUST 31, 2011**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Statement of Revenue and Expenditures as at August 31, 2011, as presented.

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

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

Recommended by: John Crocco, Director of Education

Date: September 27, 2011



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

**REPORT TO THE BOARD
SEPTEMBER 27, 2011**

**STATEMENT OF REVENUE AND EXPENDITURES
AS AT AUGUST 31, 2011**

In accordance with the Monthly Financial Reports Policy Statement, we are pleased to enclose the summarized Statement of Revenue and Expenditures by Department as at August 31, 2011. (See Appendix A)

As required by the Policy, a copy of the Financial Statement is available in the Holy Cross Community Room for the TRUSTEES to review at their convenience.

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Report on the Statement of Revenue and Expenditures as at August 31, 2011 as presented.

Prepared by: Larry Reich, Superintendent of Business & Financial Services
Presented by: Larry Reich, Superintendent of Business & Financial Services
Recommended by: John Crocco, Director of Education
Date: September 27, 2011

Appendix A

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
SUMMARY OF REVENUE AND EXPENDITURES
DETAILED STATEMENT
AS AT AUGUST 31, 2011**

ACCOUNT DESCRIPTION	THIS YEAR					LAST YEAR		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMITTED	EXPENDED	BUDGET	% AVAIL
REVENUE								
REVENUE	-240,077,844	-240,139,674	0.0%	-61,830	0	-329,776,088	-230,111,033	-43.3%
TOTAL REVENUE	-240,077,844	-240,139,674	0.0%	-61,830	0	-329,776,088	-230,111,033	-43.3%
EXPENDITURES								
BOARD ADMINISTRATION	7,854,952	7,428,758	-5.7%	-426,194	131	7,454,674	7,315,444	-1.9%
ELEMENTARY SCHOOLS	115,990,750	115,294,976	-0.6%	-695,774	31,147	109,751,228	109,279,161	-1.4%
SECONDARY SCHOOLS	68,682,255	66,850,146	-2.6%	-1,732,109	45,416	66,716,700	65,163,057	-2.4%
CONTINUING EDUCATION	5,828,065	5,708,458	-2.1%	-121,607	5,481	5,976,982	6,497,202	8.0%
PLANT OPERATIONS	18,791,475	17,770,648	-5.7%	-1,020,827	7,411	17,781,762	16,631,386	-6.9%
PLANT MAINTENANCE	3,568,821	3,275,833	-8.9%	-292,988	7,899	11,277,358	3,538,658	-218.7%
TRANSPORTATION	10,323,394	10,371,090	0.5%	47,696	0	10,620,995	10,641,107	0.2%
CAPITAL AND OTHER EXPENDITURES	14,648,936	13,441,765	-9.0%	-1,207,171	11,422	15,378,660	12,045,018	-27.7%
TOTAL EXPENDITURES	245,588,648	240,139,674	-2.3%	(5,448,974)	108,907	244,958,359	230,111,033	-6.5%

PREPARED BY : William Tumath
Finance Department

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: AUGUST 31, 2011

BOARD ADMINISTRATION

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE				
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL		
SALARY & BEN - TRUSTEES										
SALARY & BEN - TRUSTEES										
31 101	TRUSTEE HONORARIUM	101,162	101,022	0.1-	140-	0	101,470	101,821	0.3	
31 201	BENEFITS - TRUSTEES	4,063	5,337	23.9	1,274	0	3,532	5,392	34.5	
31 317	PROFESSIONAL DEVELOPMENT (NT)	19,993	30,000	33.4	10,007	0	11,026	30,000	63.3	
31 361	TRAVEL EXPENSE	5,144	5,000	2.9-	144-	0	3,112	10,000	68.9	
31 407	CELLULAR	803	0	0.0	803-	0	0	0	0.0	
31 408	NETWORK SYSTEM	2,880	0	0.0	2,880-	0	2,880	0	0.0	
31 413	COURIER & MOVING	2,020	2,000	1.0-	20-	0	1,392	5,000	72.2	
31 420	HOSPITALITY	309	0	0.0	309-	0	0	0	0.0	
31 552	ADDITIONAL - COMPUTERS	16,799	0	0.0	16,799-	0	3,047	0	0.0	
31 701	OCSTA & OCSOA FEES	87,085	70,000	24.4-	17,085-	0	78,969	75,000	5.3-	
TOTAL - SALARY & BEN - TRUSTEES		240,258	213,359	12.6-	26,899-	0	205,428	227,213	9.6	
SALARY & BEN - SENIOR STAFF										
32 102	SENIOR STAFF	1,082,044	1,051,869	2.9-	30,175-	0	1,042,743	1,006,522	3.6-	
32 202	BENEFITS - SENIOR STAFF	129,926	90,880	43.0-	39,046-	0	82,236	88,765	7.4	
TOTAL - SALARY & BEN - SENIOR ST		1,211,970	1,142,749	6.1-	69,221-	0	1,124,979	1,095,287	2.7-	
SALARY & BEN - MANAGERS										
33 103	DEPARTMENT MANAGERS	357,758	351,273	1.9-	6,485-	0	411,116	447,700	8.2	
33 113	COORDINATORS	300,841	361,925	16.9	61,084	0	291,365	348,625	16.4	
33 203	BENEFITS - DEPT. MANAGERS	59,113	74,727	20.9	15,614	0	66,436	89,686	25.9	
33 213	BENEFITS - COORD.	68,875	76,994	10.5	8,119	0	64,025	69,836	8.3	
34 103	DEPARTMENT MANAGERS	122,691	122,718	0.0	28	0	121,702	125,143	2.8	
34 113	COORDINATORS	122,105	119,859	1.9-	2,246-	0	117,816	122,367	3.7	
34 203	BENEFITS - DEPT. MANAGERS	21,701	25,064	13.4	3,363	0	20,076	24,058	16.6	
34 213	BENEFITS - COORD.	21,063	24,479	14.0	3,416	0	23,090	23,523	1.8	
35 103	DEPARTMENT MANAGERS	409,624	340,314	20.4-	69,310-	0	357,871	360,200	0.7	
35 203	BENEFITS - DEPT. MANAGERS	60,501	48,340	25.2-	12,161-	0	56,222	68,399	17.8	
TOTAL - SALARY & BEN - MANAGERS		1,544,272	1,545,693	0.1	1,422	0	1,529,719	1,679,537	8.9	
SALARY & BEN - TECHNICAL										
33 104	COURIER STAFF	37,987	38,092	0.3	105	0	37,180	41,391	10.2	
33 204	BENEFITS - COURIER STAFF	10,563	10,030	5.3-	533-	0	9,992	10,768	7.2	
35 110	TECHNICAL & OPERATIONS	68,728	91,989	25.3	23,261	0	46,456	46,965	1.1	
35 116	OVERTIME	2,361	0	0.0	2,361-	0	1,362	0	0.0	
35 210	BENEFITS - TECHNICAL STAFF	14,208	11,780	20.6-	2,428-	0	11,548	7,272	58.8-	
44 108	CARETAKER	133,262	132,000	1.0-	1,262-	0	128,043	144,563	11.4	
44 109	CLEANER	13,208	42,350	68.8	29,142	0	10,596	25,000	57.6	
44 118	CARETAKER REPLACEMENT	7,015	0	0.0	7,015-	0	15,871	0	0.0	

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: AUGUST 31, 2011

BOARD ADMINISTRATION

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
44 119 CLEANER REPLACEMENT	16,500	0	0.0	16,500-	0	37,117	0	0.0
44 141 MODIFIED WORK - CARETAKERS	0	0	0.0	0	0	347	0	0.0
44 208 BENEFITS - CARETAKER	32,257	34,753	7.2	2,496	0	30,082	28,527	5.5-
44 209 BENEFITS - CLEANER	1,001	11,149	91.0	10,148	0	1,759	15,579	88.7
44 218 BENEFITS - CARETAKER REPL.	443	0	0.0	443-	0	0	0	0.0
44 219 BENEFITS - CLEANER REPL.	1,194	0	0.0	1,194-	0	2,063	0	0.0
44 241 BENEFITS - MODIFED WORK (CTKRS	0	0	0.0	0	0	434	0	0.0
TOTAL - SALARY & BEN - TECHNICAL	338,727	372,143	9.0	33,416	0	332,850	320,065	4.0-

SALARY & BEN - CLERICAL

33 112 CLERICAL	1,392,107	1,497,146	7.0	105,039	0	1,337,945	1,510,173	11.4
33 116 OVERTIME	6,416	0	0.0	6,416-	0	4,888	0	0.0
33 212 BENEFITS - CLERICAL	348,860	392,234	11.1	43,374	0	325,750	379,239	14.1
34 112 CLERICAL	319,837	311,425	2.7-	8,412-	0	275,828	299,618	7.9
34 212 BENEFITS - CLERICAL	75,370	76,773	1.8	1,403	0	65,056	72,616	10.4
TOTAL - SALARY & BEN - CLERICAL	2,142,590	2,277,578	5.9	134,988	0	2,009,467	2,261,646	11.2

TEMPORARY STAFF

33 115 TEMPORARY ASSISTANT	47,876	45,000	6.4-	2,876-	0	58,648	60,000	2.3
33 215 BENEFITS - TEMP ASSISTANT	4,637	3,176	46.0-	1,461-	0	5,401	4,203	28.5-
34 115 TEMPORARY ASSISTANT	34,952	15,000	33.0-	19,952-	0	55,310	0	0.0
34 215 BENEFITS - TEMP ASSISTANT	3,186	1,060	00.6-	2,126-	0	5,859	0	0.0
35 115 TEMPORARY ASSISTANT	43,855	0	0.0	43,855-	0	506	0	0.0
35 215 BENEFITS - TEMP ASSISTANT	3,662	0	0.0	3,662-	0	33	0	0.0
TOTAL - TEMPORARY STAFF	138,168	64,236	15.1-	73,932-	0	125,757	64,203	95.9-

PROFESSIONAL DEVELOPMENT

33 317 PROFESSIONAL DEVELOPMENT (NT)	30,533	40,000	23.7	9,467	0	28,470	40,000	28.8
33 318 PROF. MEMBERSHIPS	21,786	15,000	45.2-	6,786-	0	19,449	15,000	29.7-
34 317 PROFESSIONAL DEVELOPMENT (NT)	4,182	5,000	16.4	818	0	3,335	5,000	33.3
34 318 PROF. MEMBERSHIPS	1,021	0	0.0	1,021-	0	1,255	0	0.0
34 319 COURSE SUBSIDY	2,423	0	0.0	2,423-	0	3,890	0	0.0
TOTAL - PROFESSIONAL DEVELOPM	59,945	60,000	0.1	55	0	56,399	60,000	6.0

SUPPLIES - ADMINISTRATION

33 325 COMPUTER SOFTWARE/CD ROM	22,699	15,000	51.3-	7,699-	0	14,530	15,000	3.1
33 336 PRINTING & COPIER	99,313	50,000	98.6-	49,313-	0	64,110	30,000	13.7-
33 337 PRINT SHOP	1,277	40,000	96.8	38,723	0	28,990	100,000	71.0
33 353 ADVERTISING & PROMOTION	84,262	55,000	53.2-	29,262-	0	65,835	55,000	19.7-
33 354 PROMOTION	43,640	40,000	9.1-	3,640-	0	62,845	40,000	57.1-
33 361 TRAVEL EXPENSE	11,162	5,000	23.2-	6,162-	0	12,049	5,000	41.0-

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: AUGUST 31, 2011

BOARD ADMINISTRATION

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
33 401 REPAIRS - F & E	0	2,500	100.0	2,500	0	0	2,493	100.0
33 404 REPAIRS - TELEPHONE	15,701	12,500	25.6-	3,201-	0	16,430	0	0.0
33 405 TELEPHONE - VOICE	45,719	60,000	23.8	14,281	0	48,220	50,000	3.6
33 406 DATA COMMUNICATION LINES	2,047	0	0.0	2,047-	0	2,122	0	0.0
33 407 CELLULAR	21,290	12,500	70.3-	8,790-	0	26,102	12,500	08.8-
33 408 NETWORK SYSTEM	4,607	0	0.0	4,607-	0	5,672	0	0.0
33 409 NETWORK SECURITY	80	0	0.0	80-	0	811	0	0.0
33 410 OFFICE SUPPLIES & SERVICES	117,489	75,000	56.7-	42,489-	126	74,183	80,000	7.3
33 411 POSTAGE	10,336	10,000	3.4-	336-	0	10,824	20,000	45.9
33 412 SUBSCRIPTIONS	16,256	10,000	62.6-	6,256-	0	8,722	10,000	12.8
33 413 COURIER & MOVING	16,915	13,000	30.1-	3,915-	0	15,223	20,000	23.9
33 414 PUBLICATIONS & NEWSLETTERS	290	10,000	97.1	9,710	0	6,308	15,000	58.0
33 416 SCHOOL COUNCIL - SPECIAL	37,437	30,000	24.8-	7,437-	0	23,229	60,000	61.3
33 420 HOSPITALITY	21,144	15,000	41.0-	6,144-	0	15,307	15,000	2.1-
33 710 INTEREST CHARGES	25,276	10,000	52.8-	15,276-	0	15,273	10,000	52.7-
TOTAL - SUPPLIES - ADMINISTRATIO	596,940	465,500	28.2-	131,440-	126	516,785	539,993	4.3

SUPPLIES - HUMAN RESOURCES

34 325 COMPUTER SOFTWARE/CD ROM	7,049	15,000	53.0	7,951	0	0	4,000	100.0
34 361 TRAVEL EXPENSE	1,279	2,500	48.8	1,221	0	1,402	2,500	43.9
34 407 CELLULAR	729	2,500	70.8	1,771	0	706	2,500	71.8
34 420 HOSPITALITY	1,624	5,000	67.5	3,376	0	4,819	1,000	81.9-
34 421 RECRUITMENT OF STAFF	14,725	5,000	94.5-	9,725-	0	13,943	5,000	78.9-
TOTAL - SUPPLIES - HUMAN RESOUR	25,406	30,000	15.3	4,594	0	20,870	15,000	39.1-

SUPPLIES - COMPUTER SERVICE

35 325 COMPUTER SOFTWARE/CD ROM	22,374	0	0.0	22,374-	0	25,694	0	0.0
35 361 TRAVEL EXPENSE	9,911	2,500	96.4-	7,411-	0	8,896	2,500	55.8-
35 402 REPAIRS - COMPUTERS	74,115	25,000	96.5-	49,115-	0	36,228	25,000	44.9-
35 407 CELLULAR	4,859	5,000	2.8	141	0	9,384	5,000	87.7-
35 408 NETWORK SYSTEM	17,530	30,000	41.6	12,470	0	19,513	30,000	35.0
TOTAL - SUPPLIES - COMPUTER SER	128,789	62,500	06.1-	66,289-	0	99,715	62,500	59.5-

SUPPLIES - PLANT OPERATIONS

44 341 HYDRO	127,525	325,000	60.8	197,475	0	152,161	250,000	39.1
44 343 HEATING - GAS	39,188	0	0.0	39,188-	0	81,972	0	0.0
44 346 WATER & SEWAGE	15,011	0	0.0	15,011-	0	10,887	0	0.0
44 371 CLEANING PRODUCTS	14,735	0	0.0	14,735-	0	2,205	0	0.0
44 372 CLEANING TOOLS	65	0	0.0	65-	0	48	0	0.0
44 373 TOILET PAPER	0	0	0.0	0	0	70	0	0.0
44 375 UNIFORMS	7,095	0	0.0	7,095-	0	7,220	0	0.0

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: AUGUST 31, 2011

BOARD ADMINISTRATION

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE			
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL	
44 377 INTRUSION ALARMS	10,825	0	0.0	10,825-	0	5,727	0	0.0	
44 378 FIRE SAFETY	9,207	0	0.0	9,207-	3	26,891	0	0.0	
44 379 REPAIRS - HEALTH & SAFETY	13,667	0	0.0	13,667-	0	21,800	0	0.0	
44 380 REPAIRS - EQUIPMENT	1,353	0	0.0	1,353-	0	1,652	0	0.0	
44 381 ASPHALT/CONCRETE	101	0	0.0	101-	0	0	0	0.0	
44 382 FENCING	167	0	0.0	167-	0	0	0	0.0	
44 383 LANDSCAPING	18,957	0	0.0	18,957-	0	26,906	0	0.0	
44 384 DRAINAGE	3,322	0	0.0	3,322-	0	2,143	0	0.0	
44 385 GRASS CUTTING	15,646	0	0.0	15,646-	0	16,446	0	0.0	
44 386 SNOW PLOWING	27,161	0	0.0	27,161-	0	16,094	0	0.0	
44 388 GARBAGE DISPOSAL	7,107	0	0.0	7,107-	0	4,158	0	0.0	
44 417 SECURITY & SURVIELANCE	4,679	0	0.0	4,679-	0	591	0	0.0	
44 418 CONTRACTED CLEANING	13,587	0	0.0	13,587-	0	15,716	0	0.0	
44 464 WINDOW GLASS & FRAME	0	0	0.0	0	0	382	0	0.0	
44 611 RENTAL/LEASE - NON INSTRUCT AC	87,305	80,000	9.1-	7,305-	0	85,689	80,000	7.1-	
44 653 PROFESSIONAL FEES	4,213	0	0.0	4,213-	0	10,397	0	0.0	
TOTAL - SUPPLIES - PLANT OPERATI	420,916	405,000	3.9-	15,916-	3	489,155	330,000	48.2-	

SUPPLIES - BUILDING MAINTENANCE

44 458 P.A. & TELEPHONE SYSTEMS	1,155	0	0.0	1,155-	0	0	0	0.0
44 459 CLOCK SYSTEMS	133	0	0.0	133-	0	1,547	0	0.0
44 460 H.V.A.C.	14,354	0	0.0	14,354-	1	20,132	0	0.0
44 461 BOILER REPAIR	258	0	0.0	258-	0	985	0	0.0
44 462 ELECTRICAL REPAIR	9,664	0	0.0	9,664-	1	6,585	0	0.0
44 463 ROOFING	1,112	0	0.0	1,112-	0	990	0	0.0
44 464 WINDOW GLASS & FRAME	5,406	0	0.0	5,406-	0	0	0	0.0
44 485 PLUMBING	1,516	0	0.0	1,516-	0	2,571	0	0.0
44 466 PAINTING	981	0	0.0	981-	0	608	0	0.0
44 467 PORTABLES	0	0	0.0	0	0	1,269	0	0.0
44 468 FLOOR & CEILING	10	0	0.0	10-	0	3,974	0	0.0
44 469 HARDWARE	2,641	0	0.0	2,641-	0	9,352	0	0.0
44 470 CARPENTRY	982	0	0.0	982-	0	1,728	0	0.0
44 471 DRAPERY	0	0	0.0	0	0	2,128	0	0.0
44 472 MASONRY	1,185	0	0.0	1,185-	0	0	0	0.0
44 473 TOOLS	14,797	0	0.0	14,797-	0	9,285	0	0.0
44 654 OTHER CONTRACTUAL SERVICES	4,778	75,000	93.6	70,222	0	10,384	100,000	89.6
44 680 LIFTING DEVICES	582	0	0.0	582-	0	1,500	0	0.0
44 759 BUILDINGS	1,517	0	0.0	1,517-	0	0	0	0.0
TOTAL - SUPPLIES - BUILDING MAINT	61,071	75,000	18.6	13,929	2	73,038	100,000	27.0

FURNITURE & EQUIPMENT

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: AUGUST 31, 2011

BOARD ADMINISTRATION

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE				
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL		
33 551 ADDITIONAL - FURNITURE	25,050	0	0.0	25,050-	0	19,921	10,000	99.2-		
33 552 ADDITIONAL - COMPUTERS	32,982	10,000	29.8-	22,982-	0	61,559	40,000	53.9-		
35 552 ADDITIONAL - COMPUTERS	123	0	0.0	123-	0	1,267	0	0.0		
TOTAL - FURNITURE & EQUIPMENT	58,155	10,000	81.6-	48,155-	0	82,747	50,000	65.5-		
FEES & CONTRACTS										
33 651 AUDIT FEES	104,576	100,000	4.6-	4,576-	0	87,307	85,000	2.7-		
33 652 LEGAL FEES	120,667	75,000	60.9-	45,667-	0	80,178	75,000	6.9-		
33 653 PROFESSIONAL FEES	897	40,000	97.8	39,103	0	42,096	40,000	5.2-		
34 653 PROFESSIONAL FEES	107,771	50,000	15.5-	57,771-	0	134,709	25,000	38.8-		
35 653 PROFESSIONAL FEES	63,335	50,000	26.7-	13,335-	0	76,202	25,000	04.8-		
35 661 SOFTWARE LICENSES & SUPPORT	343,144	225,000	52.5-	118,144-	0	205,678	40,000	14.2-		
35 662 HARDWARE MAINTENANCE & SUPP	109,167	125,000	12.7	15,833	0	122,321	180,000	32.0		
TOTAL - FEES & CONTRACTS	849,557	665,000	27.8-	184,557-	0	748,491	470,000	59.3-		
MISCELLANEOUS EXPENDITURES										
33 702 SCHOOL COUNCILS/CPTA FEES	2,904	5,000	41.9	2,096	0	2,904	5,000	41.9		
33 704 DIRECTOR'S DISCRETIONARY	3,011	2,500	20.4-	511-	0	956	2,500	61.7		
33 707 BOARD APPRECIATION NIGHT	6,588	15,000	56.1	8,412	0	6,394	15,000	57.4		
33 708 SCHOLARSHIP	6,000	2,500	40.0-	3,500-	0	5,250	2,500	10.0-		
33 709 TRIBUTES & GIFTS	19,685	15,000	31.2-	4,685-	0	22,386	15,000	49.2-		
TOTAL - MISCELLANEOUS EXPENDIT	38,188	40,000	4.5	1,812	0	37,890	40,000	5.3		
AMORTIZATION & NET LOSS DISPOSALS										
33 780 AMORT. WR DNS & NET LOSS ON DI	0	0	0.0	0	0	1,382	0	0.0		
TOTAL - AMORTIZATION & NET LOSS	0	0	0.0	0	0	1,382	0	0.0		
TOTAL - BOARD ADMINISTRATION	7,854,952	7,428,758	5.7-	426,193-	131	7,454,672	7,315,444	1.9-		

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: AUGUST 31, 2011

ELEMENTARY SCHOOLS

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
CLASSROOM TEACHERS								
CLASSROOM TEACHERS								
10 165	SECONDMENT LEAVE	34,351	0	0.0	34,351-	0	40,046	0 0.0
10 170	REGULAR DAY SCHOOL TEACHER	50,895,615	51,956,402	2.0	1,060,787	0	45,420,738	44,576,635 1.9-
10 171	SPECIAL EDUCATION TEACHERS	4,009,540	4,241,064	5.5	231,524	0	4,094,847	4,211,083 2.8
10 172	PREP & PLANNING TEACHER	579,790	0	0.0	579,790-	0	548,440	0 0.0
10 173	HOME INSTRUCTION TEACHER	15,478	10,000	54.8-	5,478-	0	21,598	10,000E+02
10 174	F.S.L. TEACHER GR. 1-3	2,823,133	2,592,902	8.9-	230,231-	0	2,601,986	3,264,340 20.3
10 175	F.S.L. TEACHER GR. 4-8	3,797,629	4,000,000	5.1	202,371	0	3,516,276	3,600,000 2.3
10 179	E.S.L. TEACHER	1,522,347	1,500,000	1.5-	22,347-	0	1,169,998	1,151,005 1.7-
10 180	LEARNING OPPORTUNITY TEACHER	1,247,098	2,021,442	38.3	774,344	0	1,348,108	1,917,547 29.7
10 184	LONG-TERM LEAVE OF ABSENCE	4,840,581	4,500,000	7.6-	340,581-	0	5,518,449	7,000,000 21.2
10 265	BENEFITS - SECONDMENT	1,320	0	0.0	1,320-	0	253	0 0.0
10 270	BENEFITS - REG. DAY SCHOOL TEAC	6,330,561	6,257,151	1.2-	73,410-	0	7,033,575	5,866,750 19.9-
10 271	BENEFITS - SPEC. ED. TEACHERS	409,581	489,455	16.3	79,874	0	425,799	512,064 16.9
10 272	BENEFITS - PREP & PLANNING TEAC	65,775	0	0.0	65,775-	0	69,484	0 0.0
10 273	BENEFITS - HOME INSTRUCTION TEA	1,498	575	E+02	923-	0	1,933	587E+02
10 274	BENEFITS - F.S.L. (GR 1-3)	302,260	299,244	1.0-	3,016-	0	295,427	396,943 25.6
10 275	BENEFITS - F.S.L. (GR 4-8)	438,857	461,632	4.9	22,775	0	394,574	437,756 9.9
10 279	BENEFITS - E.S.L. TEACHER	178,314	173,112	3.0-	5,202-	0	115,324	139,962 17.6
10 280	BENEFITS - L.O.P. & OTHER TEACHE	131,353	233,292	43.7	101,939	0	141,369	233,172 39.4
10 284	BENEFITS - LONG TERM OCCASSION	410,232	258,976	58.4-	151,256-	0	461,672	411,032 12.3-
TOTAL - CLASSROOM TEACHERS		78,035,313	78,995,247	1.2	959,934	0	73,219,896	73,728,876 0.7
OCCASSIONAL TEACHERS								
10 181	LONG-TERM SICK LEAVE	1,619,846	375,000	E+02	1,244,846-	0	1,608,090	225,000E+02
10 182	SHORT TERM TEACHER REPLACEM	2,408,757	1,990,779	21.0-	417,978-	0	2,691,273	2,014,277 33.6-
10 281	BENEFITS - L/T SICK LEAVE	139,336	44,964	E+02	94,372-	0	138,554	26,853E+02
10 282	BENEFITS - SHORT TERM REPLACE	391,627	238,699	64.1-	152,928-	0	218,021	240,391 9.3
25 182	SHORT TERM TEACHER REPLACEM	612	64,402	99.1	63,790	0	7,811	67,964 88.5
25 282	BENEFITS - SHORT TERM REPLACE	57	7,722	99.3	7,665	0	311	8,110 96.2
TOTAL - OCCASSIONAL TEACHERS		4,560,235	2,721,566	67.6-	1,838,669-	0	4,664,060	2,582,595 80.6-
TEACHER ASSISTANTS								
10 190	CHILD & YOUTH WORKER	1,172,847	853,914	37.4-	318,933-	0	1,045,880	1,217,122 14.1
10 191	EDUCATIONAL ASST.	8,622,113	9,498,265	9.2	876,152	0	7,816,472	8,090,363 3.4
10 195	EDUCATIONAL ASST. - TEMPORARY	371,249	250,000	48.5-	121,249-	0	247,180	170,000 45.4-
10 196	TUTORS IN THE CLASSROOM	75,279	123,600	39.1	48,321	0	146,270	0 0.0
10 197	EARLY CHILDHOOD EDUCATORS (E	519,591	0	0.0	519,591-	0	0	0 0.0
10 198	ECE - TEMPORARY	8,039	0	0.0	8,039-	0	0	0 0.0
10 290	BENEFIT - C & Y WORKERS	298,932	231,274	29.3-	67,658-	0	236,162	296,550 20.4

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: AUGUST 31, 2011

ELEMENTARY SCHOOLS

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE				
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL		
10 291	BENEFITS - ED. ASST.	2,205,032	2,340,034	5.8	135,002	0	1,972,627	1,921,114	2.7-	
10 295	BENEFITS - ED. ASST. (TEMP)	30,765	39,078	21.3	8,313	0	20,231	25,124	19.5	
10 296	BENEFITS - TUTORS IN THE CLASSR	4,657	20,388	77.2	15,731	0	8,602	0	0.0	
10 297	BENEFITS - EARLY CHILDHOOD EDU	124,400	0	0.0	124,400-	0	0	0	0.0	
10 298	BENEFITS - ECE TEMPORARY	214	0	0.0	214-	0	0	0	0.0	
21 137	COMMUNICATION ASSISTANT	266,291	200,000	33.2-	66,291-	0	215,718	200,000	7.9-	
21 237	BENEFITS - COMM. ASST.	56,951	54,167	5.1-	2,784-	0	46,271	48,729	5.0	
TOTAL - TEACHER ASSISTANTS		13,756,360	13,610,720	1.1-	145,640-	0	11,755,413	11,969,002	1.8	

PROFESSIONAL STAFF

10 170	REGULAR DAY SCHOOL TEACHER	1,053,909	826,721	27.5-	227,188-	0	950,453	802,642	18.4-
10 270	BENEFITS - REG. DAY SCHOOL TEAC	184,245	95,410	93.1-	88,835-	0	109,327	97,600	12.0-
21 128	APPLIED BEHAVIOR ANALYSIS EXPE	123,974	0	0.0	123,974-	0	0	0	0.0
21 131	INTERPRETERS	148	0	0.0	148-	0	7,158	0	0.0
21 132	PSYCHOLOGIST	100,589	120,000	16.2	19,411	0	96,736	120,000	19.4
21 133	SPEECH PATHOLOGIST	315,536	296,741	6.3-	18,795-	0	308,042	288,098	6.9-
21 135	TECHNICIANS	82,356	0	0.0	82,356-	0	0	0	0.0
21 136	SPECIAL NEEDS FACILITATOR	166,098	225,756	26.4	59,658	0	209,998	219,181	4.2
21 228	BENEFITS - A.B.A. EXPERT	20,450	0	0.0	20,450-	0	0	0	0.0
21 231	BENEFITS - INTERPRETERS	7	0	0.0	7-	0	629	0	0.0
21 233	BENEFITS - SPEECH PATH.	59,305	67,785	12.5	8,480	0	55,486	64,467	13.9
21 235	BENEFITS - TECHNICIANS	20,807	0	0.0	20,807-	0	0	0	0.0
21 236	BENEFITS - SPECIAL NEEDS	33,580	51,572	34.9	17,992	0	44,535	49,045	9.2
22 116	OVERTIME	11,286	20,000	43.6	8,714	0	2,340	0	0.0
22 135	TECHNICIANS	331,806	391,129	15.2	59,323	0	342,256	371,549	7.9
22 235	BENEFITS - TECHNICIANS	76,967	102,406	24.8	25,439	0	73,834	81,846	9.8
TOTAL - PROFESSIONAL STAFF		2,581,063	2,197,520	17.5-	383,543-	0	2,200,794	2,094,428	5.1-

LIBRARY TECHNICIANS

23 135	TECHNICIANS	1,437,189	1,477,073	2.7	39,884	0	1,585,787	1,490,076	6.4-
23 138	TEMPORARY ASSISTANCE	14,754	17,000	13.2	2,246	0	23,123	30,000	22.9
23 235	BENEFITS - TECHNICIANS	394,679	423,040	6.7	28,361	0	417,325	402,984	3.6-
23 238	BENEFITS - TEMPORARY ASSIS ST.S	1,136	1,419	19.9	283	0	1,937	2,506	22.7
TOTAL - LIBRARY TECHNICIANS		1,847,758	1,918,532	3.7	70,774	0	2,028,172	1,925,566	5.3-

PRINCIPALS & V.P.S.

15 151	PRINCIPALS	6,166,122	5,965,627	3.4-	200,495-	0	5,929,672	5,714,066	3.8-
15 152	VICE-PRINCIPALS	285,742	570,000	49.9	284,258	0	551,809	581,000	5.0
15 251	BENEFITS - PRINCIPALS	698,911	487,710	43.3-	211,201-	0	522,702	483,648	8.1-
15 252	BENEFITS - VICE PRINCIPALS	24,641	46,600	47.1	21,959	0	48,986	49,176	0.4

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: AUGUST 31, 2011

ELEMENTARY SCHOOLS

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE				
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL		
TOTAL - PRINCIPALS & V.PS.	7,175,416	7,069,937	1.5-	105,479-	0	7,053,169	6,827,890	3.3-		
SCHOOL SECRETARIES										
15 112 CLERICAL	1,737,939	1,764,143	1.5	26,204	0	1,748,782	1,773,130	1.4		
15 115 TEMPORARY ASSISTANT	43,662	65,000	32.8	21,338	0	48,184	50,000	3.6		
15 212 BENEFITS - CLERICAL	475,467	544,621	12.7	69,154	0	452,326	511,267	11.5		
15 215 BENEFITS - TEMP ASSISTANT	3,083	5,442	43.4	2,359	0	3,361	4,204	20.1		
TOTAL - SCHOOL SECRETARIES	2,260,151	2,379,206	5.0	119,055	0	2,252,653	2,338,601	3.7		
TEACHER CONSULTANTS										
21 161 CONSULTANT TEACHER	0	0	0.0	0	0	41,697	0	0.0		
21 162 CO-ORDINATOR TEACHER	88,552	191,000	53.6	102,448	0	82,045	191,000	57.0		
21 163 PROGRAM OFFICER	123,218	105,000	17.4-	18,218-	0	119,643	105,000	14.0-		
21 261 BENEFITS - CONSULTANT	0	0	0.0	0	0	7,907	0	0.0		
21 262 BENEFITS - CO-ORDINATOR	9,599	22,042	56.5	12,443	0	9,510	23,227	59.1		
21 263 BENEFITS - PROGRAM OFFICER	10,632	12,118	12.3	1,486	0	10,184	12,769	20.2		
25 161 CONSULTANT TEACHER	1,102,248	981,221	12.3-	121,027-	0	714,492	1,146,507	37.7		
25 162 CO-ORDINATOR TEACHER	201,937	0	0.0	201,937-	0	95,412	0	0.0		
25 163 PROGRAM OFFICER	0	105,000	100.0	105,000	0	500	105,000	99.5		
25 261 BENEFITS - CONSULTANT	117,888	113,243	4.1-	4,645-	0	102,842	139,416	26.2		
25 262 BENEFITS - CO-ORDINATOR	18,192	0	0.0	18,192-	0	10,287	0	0.0		
25 263 BENEFITS - PROGRAM OFFICER	0	12,118	100.0	12,118	0	4,357-	12,769	134.1		
TOTAL - TEACHER CONSULTANTS	1,672,266	1,541,742	8.5-	130,524-	0	1,190,162	1,735,688	31.4		
PROFESSIONAL DEVELOPMENT										
10 315 PROF. DEVELOP. - ACADEMIC	98,422	215,000	54.2	116,578	0	267,574	190,000	40.8-		
15 314 PROF. DEVEL. SCHOOL SEC.	-1,067	4,000	126.7	5,067	0	1,397	4,000	65.1		
15 317 PROFESSIONAL DEVELOPMENT (NT)	65,648	96,000	31.6	30,352	0	51,241	96,000	46.6		
21 317 PROFESSIONAL DEVELOPMENT (NT)	5,000	5,000	0.0	0	0	0	5,000	100.0		
23 317 PROFESSIONAL DEVELOPMENT (NT)	0	10,000	100.0	10,000	0	0	10,000	100.0		
TOTAL - PROFESSIONAL DEVELOPM	168,003	330,000	49.1	161,997	0	320,212	305,000	5.0-		
PROGRAM CLASSROOM RESOURCE										
10 320 TEXTBOOKS, LEARNING MATERIAL	137,205	100,000	37.2-	37,205-	0	148,559	100,000	48.6-		
10 330 CLASSROOM SUPPLIES & SERVICES	899,459	1,318,200	31.8	418,741	2,385	1,667,900	1,225,000	36.2-		
21 330 CLASSROOM SUPPLIES & SERVICES	73,492	75,000	2.0	1,508	899	102,656	105,000	2.2		
TOTAL - PROGRAM CLASSROOM RE	1,110,156	1,493,200	25.7	383,044	3,284	1,919,115	1,430,000	34.2-		
CLASSROOM SUPPLIES										
10 320 TEXTBOOKS, LEARNING MATERIAL	358,339	348,460	2.8-	9,879-	341	337,651	354,574	4.8		
10 330 CLASSROOM SUPPLIES & SERVICES	613,972	603,536	1.7-	10,436-	9,258	651,440	631,301	3.2-		
10 333 SPECIAL MINISTRY GRANTS	-7,236	0	0.0	7,236	0	6,418	0	0.0		

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
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FOR THE PERIOD ENDED ENDED: AUGUST 31, 2011

ELEMENTARY SCHOOLS

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE				
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL		
10 335 PRINTING & COPIER - INSTR.	280,740	300,209	6.5	19,469	212	314,038	300,598	4.5-		
10 361 TRAVEL EXPENSE	27,963	48,876	42.8	20,913	0	35,808	48,876	26.7		
10 450 EDUCATIONAL FIELD TRIPS	69,672	115,542	39.7	45,870	53	76,597	120,339	36.4		
10 451 SPORT COUNCIL	-777	0	0.0	777	0	0	0	0.0		
23 320 TEXTBOOKS, LEARNING MATERIAL	66,007	70,175	5.9	4,168	342	60,341	69,720	13.5		
TOTAL - CLASSROOM SUPPLIES	1,408,680	1,486,798	5.3	78,118	10,206	1,482,293	1,525,408	2.8		

PROGRAM SUPPLIES

21 317 PROFESSIONAL DEVELOPMENT (NT)	5,509	5,000	10.2-	509-	0	5,016	20,000	74.9	
21 336 PRINTING & COPIER	11,936	15,000	20.4	3,064	0	11,401	15,000	24.0	
21 361 TRAVEL EXPENSE	79,830	80,000	0.2	170	0	78,979	100,000	21.0	
21 402 REPAIRS - COMPUTERS	0	5,000	100.0	5,000	0	0	5,000	100.0	
21 407 CELLULAR	3,852	5,000	23.0	1,148	0	4,480	5,000	10.4	
21 420 HOSPITALITY	5,930	5,000	18.6-	930-	0	3,149	15,000	79.0	
25 317 PROFESSIONAL DEVELOPMENT (NT)	6,054	20,000	69.7	13,946	0	6,110	20,000	69.5	
25 336 PRINTING & COPIER	5,850	25,000	76.6	19,150	0	17,795	10,000	78.0-	
25 361 TRAVEL EXPENSE	10,540	20,000	47.3	9,460	0	23,321	25,000	6.7	
25 402 REPAIRS - COMPUTERS	0	5,000	100.0	5,000	0	246	20,000	98.8	
25 407 CELLULAR	11,272	10,000	12.7-	1,272-	0	9,717	10,000	2.8	
25 420 HOSPITALITY	8,703	20,000	56.5	11,297	0	23,040	20,000	15.2-	
TOTAL - PROGRAM SUPPLIES	149,476	215,000	30.5	65,524	0	183,254	265,000	30.9	

SCHOOL ADMIN. SUPPLIES

15 361 TRAVEL EXPENSE	16,045	30,000	46.5	13,955	0	15,633	30,000	47.9	
15 401 REPAIRS - F & E	2,193	0	0.0	2,193-	0	143	0	0.0	
15 404 REPAIRS - TELEPHONE	83,222	90,000	7.5	6,778	0	83,230	100,000	16.8	
15 405 TELEPHONE - VOICE	176,150	190,000	7.3	13,850	0	182,045	200,000	9.0	
15 407 CELLULAR	40,600	0	0.0	40,600-	0	0	0	0.0	
15 410 OFFICE SUPPLIES & SERVICES	51,839	48,482	6.9-	3,357-	6	61,749	109,594	43.7	
15 415 SCHOOL COUNCIL (SCH)	9,624	17,118	43.8	7,494	0	9,989	16,266	38.6	
15 416 SCHOOL COUNCIL - SPECIAL	-11,332	0	0.0	11,332	0	12,805	0	0.0	
15 420 HOSPITALITY	22,342	24,400	8.4	2,058	0	19,167	-860,328.8		
15 422 PRO GRANT	-10,809	0	0.0	10,809	0	14,320	0	0.0	
TOTAL - SCHOOL ADMIN. SUPPLIES	379,874	400,000	5.0	20,126	6	399,081	455,000	12.3	

COMPUTERS - CLASSROOM

10 402 REPAIRS - COMPUTERS	30,691	52,000	41.0	21,309	0	23,370	52,000	55.1	
10 406 DATA COMMUNICATION LINES	40,499	107,843	62.5	67,344	0	86,327	107,843	20.0	
10 408 NETWORK SYSTEM	322,907	343,899	6.1	20,992	0	348,020	343,899	1.2-	
10 552 ADDITIONAL - COMPUTERS	44,803	0	0.0	44,803-	0	51,603	109,421	52.8	
10 661 SOFTWARE LICENSES & SUPPORT	23,269	41,340	43.7	18,071	0	16,414	41,340	60.3	

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
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FOR THE PERIOD ENDED ENDED: AUGUST 31, 2011

ELEMENTARY SCHOOLS

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
22 361 TRAVEL EXPENSE	19,905	0	0.0	19,905-	0	18,568	0	0.0
22 402 REPAIRS - COMPUTERS	77,016	48,000	60.5-	29,016-	0	44,221	48,000	7.9
22 407 CELLULAR	4,023	0	0.0	4,023-	0	2,411	0	0.0
TOTAL - COMPUTERS - CLASSROOM	563,113	593,082	5.1	29,969	0	590,934	702,503	15.9
COMPUTERS - NON CLASSROOM								
15 552 ADDITIONAL - COMPUTERS	4,238	0	0.0	4,238-	0	0	50,000	100.0
TOTAL - COMPUTERS - NON CLASSR	4,238	0	0.0	4,238-	0	0	50,000	100.0
F & E - CLASSROOM								
10 551 ADDITIONAL - FURNITURE	242,052	300,365	19.4	58,314	17,651	395,375	301,271	31.2-
10 556 S.E.A. PER PUPIL / BOARD	58,868	0	0.0	58,868-	0	0	0	0.0
TOTAL - F & E - CLASSROOM	300,920	300,365	0.2-	554-	17,651	395,375	301,271	31.2-
F & E - NON CLASSROOM								
15 551 ADDITIONAL - FURNITURE	17,728	42,061	57.9	24,333	0	17,873	42,333	57.8
TOTAL - F & E - NON CLASSROOM	17,728	42,061	57.9	24,333	0	17,873	42,333	57.8
AMORTIZATION & NET LOSS DISPOSALS								
10 780 AMORT. WR DNS & NET LOSS ON DI	0	0	0.0	0	0	78,772	0	0.0
TOTAL - AMORTIZATION & NET LOSS	0	0	0.0	0	0	78,772	0	0.0
TOTAL - ELEMENTARY SCHOOLS	115,990,750	115,294,976	0.6-	695,773-	31,147	109,751,228	108,279,161	1.4-

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
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FOR THE PERIOD ENDED ENDED: AUGUST 31, 2011

SECONDARY SCHOOLS

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE				
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL		
CLASSROOM TEACHERS										
CLASSROOM TEACHERS										
10 165	SECONDMENT LEAVE	0	0	0.0	0	0	38,427	0	0.0	
10 170	REGULAR DAY SCHOOL TEACHER	38,941,433	37,340,033	4.3-	1,601,400-	0	37,939,859	36,369,067	4.3-	
10 171	SPECIAL EDUCATION TEACHERS	1,991,607	2,468,054	19.3	476,447	0	1,368,158	2,363,716	42.1	
10 173	HOME INSTRUCTION TEACHER	85,260	30,000	E+02	55,260-	0	81,565	20,000E+02		
10 179	E.S.L. TEACHER	256,272	205,671	24.6-	50,601-	0	247,421	196,976	25.6-	
10 184	LONG-TERM LEAVE OF ABSENCE	2,067,025	2,500,000	17.3	432,975	0	1,944,512	2,500,000	22.2	
10 265	BENEFITS - SECONDMENT	5,153	0	0.0	5,153-	0	6,018	0	0.0	
10 270	BENEFITS - REG. DAY SCHOOL TEAC	4,769,788	4,151,477	14.9-	618,311-	0	4,674,677	4,194,952	11.4-	
10 271	BENEFITS - SPEC. ED. TEACHERS	223,096	265,795	16.1	42,699	0	149,158	263,240	43.3	
10 273	BENEFITS - HOME INSTRUCTION TEA	7,901	1,687	E+02	6,214-	0	7,366	1,141E+02		
10 279	BENEFITS - E.S.L. TEACHER	27,712	22,152	25.1-	5,560-	0	25,654	21,937	16.9-	
10 284	BENEFITS - LONG TERM OCCASSION	180,361	140,625	28.3-	39,736-	0	162,709	142,659	14.1-	
15 153	DEPARTMENT HEAD - ALLOWANCE	0	357,000	100.0	357,000	0	0	357,000	100.0	
15 253	BENEFITS - DEPT HEAD ALLOWANC	0	8,406	100.0	8,406	0	0	9,118	100.0	
TOTAL - CLASSROOM TEACHERS		48,555,608	47,490,900	2.2-	1,064,708-	0	46,645,524	46,439,806	0.4-	
OCCASSIONAL TEACHERS										
10 181	LONG-TERM SICK LEAVE	284,933	300,000	5.0	15,067	0	474,434	300,000	58.1-	
10 182	SHORT TERM TEACHER REPLACEM	1,542,418	1,141,756	35.1-	400,662-	0	1,246,132	1,126,428	10.6-	
10 281	BENEFITS - L/T SICK LEAVE	25,699	29,978	14.3	4,279	0	40,738	29,953	36.0-	
10 282	BENEFITS - SHORT TERM REPLACE	212,310	114,096	86.1-	98,214-	0	92,985	112,468	17.3	
24 182	SHORT TERM TEACHER REPLACEM	0	2,632	100.0	2,632	0	0	2,555	100.0	
24 282	BENEFITS - SHORT TERM REPLACE	0	263	100.0	263	0	0	256	100.0	
25 182	SHORT TERM TEACHER REPLACEM	494	22,401	97.8	21,907	0	1,377	21,748	93.7	
25 282	BENEFITS - SHORT TERM REPLACE	30	2,238	98.7	2,208	0	54	2,172	97.5	
TOTAL - OCCASSIONAL TEACHERS		2,065,884	1,613,364	28.1-	452,520-	0	1,855,720	1,595,580	16.3-	
TEACHER ASSISTANTS										
10 190	CHILD & YOUTH WORKER	327,286	308,112	6.2-	19,174-	0	296,426	346,660	14.5	
10 191	EDUCATIONAL ASST.	3,243,322	3,194,166	1.5-	49,156-	0	3,015,393	3,011,577	0.1-	
10 195	EDUCATIONAL ASST. - TEMPORARY	161,367	150,000	7.6-	11,367-	0	150,475	95,000	58.4-	
10 196	TUTORS IN THE CLASSROOM	19,823	0	0.0	19,823-	0	20,101	0	0.0	
10 290	BENEFIT - C & Y WORKERS	84,056	96,860	13.2	12,804	0	64,313	93,978	31.6	
10 291	BENEFITS - ED. ASST.	835,996	809,429	3.3-	26,567-	0	740,764	743,522	0.4	
10 295	BENEFITS - ED. ASST. (TEMP)	13,228	12,672	4.4-	556-	0	12,377	8,013	54.5-	
10 296	BENEFITS - TUTORS IN THE CLASSR	955	0	0.0	955-	0	951	0	0.0	
TOTAL - TEACHER ASSISTANTS		4,686,033	4,571,239	2.5-	114,794-	0	4,300,800	4,298,750	0.1-	

PROFESSIONAL STAFF

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
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FOR THE PERIOD ENDED ENDED: AUGUST 31, 2011

SECONDARY SCHOOLS

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
10 177 CHAPLAIN - NON TEACHER	483,024	488,896	1.2	5,872	0	455,650	486,667	6.4
10 277 BENEFITS - CHAPLAIN NON TEACHE	94,939	112,460	15.6	17,521	0	78,283	112,844	30.6
21 131 INTERPRETERS	24,785	61,800	59.9	37,015	0	27,418	60,000	54.3
21 134 SOCIAL WORKER	83,137	83,154	0.0	17	0	80,726	80,732	0.0
21 231 BENEFITS - INTERPRETERS	13,194	11,248	17.3-	1,946-	0	4,144	6,767	38.8
21 234 BENEFITS - SOCIAL WORKER	16,834	15,136	11.2-	1,698-	0	15,618	18,585	16.0
22 116 OVERTIME	2,866	0	0.0	2,866-	0	758	0	0.0
22 135 TECHNICIANS	375,247	383,780	2.2	8,533	0	360,455	372,747	3.3
22 138 TEMPORARY ASSISTANCE	904	0	0.0	904-	0	143	0	0.0
22 235 BENEFITS - TECHNICIANS	85,521	208,996	59.1	123,475	0	78,409	203,594	61.5
22 238 BENEFITS - TEMPORARY ASSIS ST.S	40	0	0.0	40-	0	6	0	0.0
TOTAL - PROFESSIONAL STAFF	1,180,491	1,365,470	13.6	184,979	0	1,101,610	1,341,936	17.9

LIBRARY TECHNICIANS

23 135 TECHNICIANS	297,365	296,555	0.3-	810-	0	285,922	286,857	0.3
23 138 TEMPORARY ASSISTANCE	5,853	7,500	22.0	1,647	0	6,034	10,000	39.7
23 235 BENEFITS - TECHNICIANS	94,205	82,060	14.8-	12,145-	0	76,166	78,102	2.5
23 238 BENEFITS - TEMPORARY ASSIS ST.S	553	634	12.8	81	0	474	844	43.8
TOTAL - LIBRARY TECHNICIANS	397,976	386,749	2.9-	11,227-	0	368,596	375,803	1.9

PRINCIPALS & V.PS.

15 151 PRINCIPALS	958,183	951,299	0.7-	6,884-	0	948,819	960,799	1.3
15 152 VICE-PRINCIPALS	1,700,168	1,725,000	1.4	24,832	0	1,518,942	1,491,634	1.8-
15 251 BENEFITS - PRINCIPALS	86,433	83,211	3.9-	3,222-	0	145,127	99,659	45.6-
15 252 BENEFITS - VICE PRINCIPALS	177,335	150,887	17.5-	26,448-	0	180,945	154,721	17.0-
TOTAL - PRINCIPALS & V.PS.	2,922,119	2,910,397	0.4-	11,722-	0	2,793,833	2,706,813	3.2-

SCHOOL SECRETARIES

15 112 CLERICAL	1,484,775	1,409,684	5.3-	75,091-	0	1,460,246	1,363,648	7.1-
15 116 TEMPORARY ASSISTANT	97,530	90,000	8.4-	7,530-	0	88,961	75,000	18.6-
15 212 BENEFITS - CLERICAL	368,874	380,554	3.1	11,680	0	348,937	343,461	1.6-
15 215 BENEFITS - TEMP ASSISTANT	21,307	24,296	12.3	2,989	0	21,179	5,835	63.0-
TOTAL - SCHOOL SECRETARIES	1,972,486	1,904,534	3.6-	67,952-	0	1,919,323	1,787,944	7.4-

TEACHER CONSULTANTS

25 161 CONSULTANT TEACHER	633,144	607,074	4.3-	26,070-	0	832,875	599,047	39.0-
25 261 BENEFITS - CONSULTANT	59,062	65,381	9.7	6,319	0	93,550	66,714	40.2-
TOTAL - TEACHER CONSULTANTS	692,206	672,455	2.9-	19,751-	0	926,425	665,761	39.2-

LIBRARY & GUIDANCE - TEACHING

24 178 LIBRARY/GUIDANCE TEACHER	2,126,045	1,653,596	28.6-	472,449-	0	2,053,025	1,583,690	29.6-
24 278 BENEFITS - LIBRARY/GUIDANCE TEA	225,024	178,083	26.4-	46,941-	0	211,578	176,371	20.0-

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
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SECONDARY SCHOOLS

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE			
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL	
TOTAL - LIBRARY & GUIDANCE - TEA	2,351,069	1,831,679	28.4-	519,390-	0	2,264,603	1,760,061	28.7-	
PROFESSIONAL DEVELOPMENT									
10 315 PROF. DEVELOP. - ACADEMIC	66,171	80,000	17.3	13,829	0	238,330	80,000	97.9-	
15 314 PROF. DEVEL. SCHOOL SEC.	451	0	0.0	451-	0	433	0	0.0	
15 317 PROFESSIONAL DEVELOPMENT (NT)	25,683	35,000	26.6	9,317	0	20,228	35,000	42.2	
21 315 PROF. DEVELOP. - ACADEMIC	3,198	5,000	36.0	1,802	0	0	5,000	100.0	
TOTAL - PROFESSIONAL DEVELOPM	95,503	120,000	20.4	24,497	0	258,991	120,000	15.8-	
PROGRAM CLASSROOM RESOURCE									
10 320 TEXTBOOKS, LEARNING MATERIAL	129,052	100,000	29.1-	29,052-	0	307,512	256,500	19.9-	
10 330 CLASSROOM SUPPLIES & SERVICES	1,522,428	1,706,693	10.8	184,265	30,555	1,805,049	1,347,450	34.0-	
21 330 CLASSROOM SUPPLIES & SERVICES	8,914	20,000	55.4	11,086	528	8,612	20,000	56.9	
TOTAL - PROGRAM CLASSROOM RE	1,660,394	1,826,693	9.1	166,299	31,083	2,121,173	1,623,950	30.6-	
CLASSROOM SUPPLIES									
10 320 TEXTBOOKS, LEARNING MATERIAL	173,897	320,207	45.7	146,310	2,856	176,377	274,646	35.8	
10 330 CLASSROOM SUPPLIES & SERVICES	748,384	655,569	14.2-	92,815-	8,507	735,168	778,520	5.6	
10 333 SPECIAL MINISTRY GRANTS	37	0	0.0	37-	0	8,291	0	0.0	
10 335 PRINTING & COPIER - INSTR.	225,600	250,469	9.9	24,869	0	247,195	254,189	2.8	
10 361 TRAVEL EXPENSE	61,067	66,131	7.7	5,064	0	50,428	66,131	23.8	
10 450 EDUCATIONAL FIELD TRIPS	185,868	104,069	78.6-	81,799-	0	184,695	106,293	73.8-	
10 451 SPORT COUNCIL	-3,313	0	0.0	3,313	0	0	0	0.0	
23 320 TEXTBOOKS, LEARNING MATERIAL	67,733	83,491	18.9	15,758	2,300	64,764	84,729	23.6	
24 361 TRAVEL EXPENSE	0	0	0.0	0	0	186	0	0.0	
TOTAL - CLASSROOM SUPPLIES	1,459,273	1,479,936	1.4	20,663	13,663	1,467,104	1,564,508	6.2	
PROGRAM SUPPLIES									
21 317 PROFESSIONAL DEVELOPMENT (NT)	864	1,000	13.6	136	0	0	1,000	100.0	
21 336 PRINTING & COPIER	0	5,000	100.0	5,000	0	0	5,000	100.0	
21 361 TRAVEL EXPENSE	10,944	20,000	45.3	9,056	0	12,030	20,000	39.9	
21 402 REPAIRS - COMPUTERS	0	1,000	100.0	1,000	0	0	1,000	100.0	
25 317 PROFESSIONAL DEVELOPMENT (NT)	2,420	7,500	67.7	5,080	0	2,090	2,000	4.5-	
25 336 PRINTING & COPIER	792	10,000	92.1	9,208	0	9,163	10,000	8.4	
25 361 TRAVEL EXPENSE	15,820	10,000	58.2-	5,820-	0	21,331	9,000	37.0-	
25 402 REPAIRS - COMPUTERS	0	1,500	100.0	1,500	0	279	1,000	72.1	
25 407 CELLULAR	1,116	0	0.0	1,116-	0	38	0	0.0	
25 420 HOSPITALITY	6,899	15,000	54.0	8,101	0	12,417	15,000	17.2	
TOTAL - PROGRAM SUPPLIES	38,855	71,000	45.3	32,145	0	57,348	64,000	10.4	
SCHOOL ADMIN. SUPPLIES									
15 361 TRAVEL EXPENSE	12,643	15,000	15.7	2,357	0	12,306	15,000	18.0	

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
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SECONDARY SCHOOLS

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
15 401 REPAIRS - F & E	289	0	0.0	289-	0	609	0	0.0
15 404 REPAIRS - TELEPHONE	22,023	50,000	56.0	27,977	0	29,748	50,000	40.5
15 405 TELEPHONE - VOICE	52,929	75,000	29.4	22,071	0	54,941	100,000	45.1
15 407 CELLULAR	19,206	0	0.0	19,206-	0	21,342	0	0.0
15 410 OFFICE SUPPLIES & SERVICES	79,270	70,252	12.8-	9,018-	0	79,393	95,127	16.5
15 415 SCHOOL COUNCIL (SCH)	3,961	8,348	52.6	4,387	0	3,710	8,473	56.2
15 416 SCHOOL COUNCIL - SPECIAL	-2,714	0	0.0	2,714	0	1,258	0	0.0
15 420 HOSPITALITY	3,326	6,400	48.0	3,074	0	3,339	6,400	47.8
15 422 PRO GRANT	-4,114	0	0.0	4,114	0	2,558	0	0.0
TOTAL - SCHOOL ADMIN. SUPPLIES	186,819	225,000	17.0	38,181	0	209,204	275,000	23.9
COMPUTERS - CLASSROOM								
10 402 REPAIRS - COMPUTERS	30,716	16,000	92.0-	14,716-	0	26,846	16,000	67.8-
10 406 DATA COMMUNICATION LINES	8,032	52,000	84.6	43,968	0	35,418	52,000	31.9
10 408 NETWORK SYSTEM	57,438	68,000	15.5	10,562	0	60,791	68,000	10.6
10 552 ADDITIONAL - COMPUTERS	32,595	0	0.0	32,595-	0	43,741	134,694	67.5
10 661 SOFTWARE LICENSES & SUPPORT	19,111	30,000	36.3	10,889	0	16,414	30,000	45.3
22 361 TRAVEL EXPENSE	1,707	0	0.0	1,707-	0	959	0	0.0
22 402 REPAIRS - COMPUTERS	23,331	34,000	31.4	10,669	0	2,848-	34,000	108.4
22 407 CELLULAR	1,818	0	0.0	1,818-	0	3,482	0	0.0
TOTAL - COMPUTERS - CLASSROOM	174,748	200,000	12.6	25,252	0	184,803	334,694	44.8
COMPUTERS - NON CLASSROOM								
15 552 ADDITIONAL - COMPUTERS	4,240	0	0.0	4,240-	0	0	25,000	100.0
TOTAL - COMPUTERS - NON CLASSR	4,240	0	0.0	4,240-	0	0	25,000	100.0
F & E - CLASSROOM								
10 551 ADDITIONAL - FURNITURE	53,024	86,687	38.8	33,663	670	88,053	88,780	0.8
10 556 S.E.A. PER PUPIL / BOARD	2,322	0	0.0	2,322-	0	0	0	0.0
TOTAL - F & E - CLASSROOM	55,346	86,687	36.2	31,341	670	88,053	88,780	0.8
F & E - NON CLASSROOM								
15 551 ADDITIONAL - FURNITURE	205	22,043	99.1	21,838	0	31,206	22,671	37.7-
TOTAL - F & E - NON CLASSROOM	205	22,043	99.1	21,838	0	31,206	22,671	37.7-
FEES & CONTRACTS								
10 654 OTHER CONTRACTUAL SERVICES	83,000	72,000	15.3-	11,000-	0	83,000	72,000	15.3-
TOTAL - FEES & CONTRACTS	83,000	72,000	15.3-	11,000-	0	83,000	72,000	15.3-
AMORTIZATION & NET LOSS DISPOSALS								
10 780 AMORT. WR DNS & NET LOSS ON DI	0	0	0.0	0	0	39,386	0	0.0

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
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SECONDARY SCHOOLS

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
TOTAL - AMORTIZATION & NET LOSS	0	0	0.0	0	0	39,386	0	0.0
TOTAL - SECONDARY SCHOOLS	68,582,255	66,850,146	2.6-	1,732,109-	45,416	66,716,702	65,163,057	2.4-

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		
TEACHER ASSISTANTS										
TEACHER ASSISTANTS										
55 191	EDUCATIONAL ASST.	47,813	36,960	29.4-	10,853-	0	56,234	27,418E+02		
55 291	BENEFITS - ED. ASST.	2,656	3,445	22.9	789	0	10,924	7,403	47.6-	
TOTAL - TEACHER ASSISTANTS		50,469	40,405	24.9-	10,064-	0	67,158	34,821	92.9-	
PROFESSIONAL STAFF										
55 107	INFO. TECHNOLOGY ASSISTANT	171	0	0.0	171-	0	12,000	0	0.0	
55 125	DAY CARE PROVIDER	35,408	34,466	2.7-	942-	0	33,596	39,175	14.2	
55 135	TECHNICIANS	47,976	36,960	29.8-	11,016-	0	45,393	0	0.0	
55 207	BENEFITS - I.T.A.	0	0	0.0	0	0	371	0	0.0	
55 225	BENEFITS - DAY CARE PROVIDER	10,186	8,961	13.7-	1,225-	0	9,505	7,052	34.8-	
55 235	BENEFITS - TECHNICIANS	9,375	3,445	E+02	5,930-	0	8,709	0	0.0	
TOTAL - PROFESSIONAL STAFF		103,116	83,832	23.0-	19,284-	0	109,574	46,227E+02		
PRINCIPALS & V.PS.										
55 103	DEPARTMENT MANAGERS	174,008	173,269	0.4-	739-	0	167,484	213,131	21.4	
55 111	COORDINATORS	62,909	58,038	8.4-	4,871-	0	4,977	64,043	92.2	
55 151	PRINCIPALS	116,333	114,339	1.7-	1,994-	0	112,744	112,283	0.4-	
55 203	BENEFITS - DEPT. MANAGERS	33,986	30,320	12.1-	3,666-	0	31,597	37,139	14.9	
55 211	BENEFITS - COORD.	14,336	10,447	37.2-	3,889-	0	97	10,750	99.1	
55 251	BENEFITS - PRINCIPALS	10,497	11,434	8.2	937	0	10,134	11,228	9.7	
TOTAL - PRINCIPALS & V.PS.		412,069	397,847	3.6-	14,222-	0	327,033	448,574	27.1	
SCHOOL SECRETARIES										
15 112	CLERICAL	-569	0	0.0	569	0	30-	0	0.0	
55 112	CLERICAL	278,877	285,878	2.5	7,001	0	278,235	279,844	0.6	
55 212	BENEFITS - CLERICAL	68,310	68,611	0.4	301	0	71,353	75,558	5.6	
TOTAL - SCHOOL SECRETARIES		346,618	354,489	2.2	7,871	0	349,558	355,402	1.6	
TEMPORARY STAFF										
55 115	TEMPORARY ASSISTANT	42,298	45,845	7.7	3,547	0	35,831	51,095	29.9	
55 215	BENEFITS - TEMP ASSISTANT	3,263	4,341	24.8	1,078	0	2,485	4,863	48.9	
TOTAL - TEMPORARY STAFF		45,561	50,186	9.2	4,625	0	38,316	55,958	31.5	
GRANT OFFICERS										
55 155	ADMINISTRATORS & GRANT OFFICE	425	0	0.0	425-	0	41,511	0	0.0	
55 255	BENEFITS - ADMIN & GRANT OFFICE	-493	0	0.0	493	0	9,592	0	0.0	
TOTAL - GRANT OFFICERS		-68	0	0.0	68	0	51,103	0	0.0	
A.E. TEACHERS / INSTRUCTORS										
55 192	CLASSROOM INSTRUCTORS	2,013,176	1,969,018	2.2-	44,158-	0	2,002,330	2,146,028	6.7	

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FOR THE PERIOD ENDED ENDED: AUGUST 31, 2011

CONTINUING EDUCATION

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE				
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL		
55 193 CLASSROOM TEACHERS	1,453,379	1,336,362	8.8-	117,017-	0	1,524,988	1,397,050	9.2-		
55 292 BENEFITS - CON'T ED INSTRUCTORS	320,835	249,832	28.4-	71,003-	0	301,205	308,464	2.4		
55 293 BENEFITS - CON'T ED. TEACHERS	187,210	191,582	2.3	4,372	0	192,665	223,122	13.7		
TOTAL - A.E. TEACHERS / INSTRUCT	3,974,600	3,746,794	6.1-	227,806-	0	4,021,188	4,074,664	1.3		

PROFESSIONAL DEVELOPMENT

55 315 PROF. DEVELOP. - ACADEMIC	1,903	7,200	73.6	5,297	0	2,883	10,360	72.2		
55 317 PROFESSIONAL DEVELOPMENT (NT)	9,432	7,500	25.8-	1,932-	0	10,257	5,500	86.5-		
55 318 PROF. MEMBERSHIPS	4,949	8,500	41.8	3,551	0	3,840	9,500	59.6		
TOTAL - PROFESSIONAL DEVELOPM	16,284	23,200	29.8	6,916	0	16,980	25,360	33.0		

PROGRAM CLASSROOM RESOURCE

55 325 COMPUTER SOFTWARE/CD ROM	7,890	33,000	76.1	25,110	0	44,262	35,500	24.7-		
55 335 PRINTING & COPIER - INSTR.	36,203	55,500	34.8	19,297	0	45,517	76,840	40.8		
55 353 ADVERTISING & PROMOTION	59,098	58,000	1.9-	1,098-	0	27,374	105,000	73.9		
55 358 CHILDMINDING	24,887	24,570	1.3-	317-	0	13,175	27,625	52.3		
55 361 TRAVEL EXPENSE	13,765	18,500	25.6	4,735	0	13,221	11,258	17.4-		
55 371 CLEANING PRODUCTS	0	0	0.0	0	0	438	0	0.0		
55 401 REPAIRS - F & E	178	2,000	91.1	1,822	0	238	2,000	88.1		
55 402 REPAIRS - COMPUTERS	930	2,500	62.8	1,570	0	4,588	5,000	8.2		
55 404 REPAIRS - TELEPHONE	5,847	5,000	16.9-	847-	0	3,740	10,000	62.6		
55 405 TELEPHONE - VOICE	16,006	10,900	46.8-	5,106-	0	16,120	25,900	37.8		
55 406 DATA COMMUNICATION LINES	651	5,000	87.0	4,349	0	2,872	7,500	61.7		
55 407 CELLULAR	4,450	5,000	11.0	550	0	3,844	10,000	61.6		
55 410 OFFICE SUPPLIES & SERVICES	43,096	13,900	10.0-	29,196-	1,060	24,462	29,846	18.0		
55 411 POSTAGE	3,000	4,000	25.0	1,000	0	2,794	5,000	44.1		
55 413 COURIER & MOVING	1,416	5,000	71.7	3,584	0	232	5,000	95.4		
55 416 SCHOOL COUNCIL - SPECIAL	1,532	0	0.0	1,532-	0	1,532	2,000	23.4		
55 420 HOSPITALITY	4,248	2,000	12.4-	2,248-	0	4,741	6,000	21.0		
55 610 RENTAL/LEASE - INSTRUCT. ACCOM	114,870	121,738	5.6	6,868	0	281,225	163,357	72.2-		
TOTAL - PROGRAM CLASSROOM RE	338,067	366,608	7.8	28,541	1,060	490,375	527,826	7.1		

CLASSROOM SUPPLIES

55 320 TEXTBOOKS, LEARNING MATERIAL	77,323	94,340	18.0	17,017	4,416	25,504	61,485	58.5		
55 325 COMPUTER SOFTWARE/CD ROM	684	0	0.0	684-	0	0	19,500	100.0		
55 330 CLASSROOM SUPPLIES & SERVICES	283,079	300,300	5.7	17,221	5	300,159	456,606	34.3		
55 331 APPLICATION SOFTWARE	35,351	48,400	27.0	13,049	0	35,648	69,500	48.7		
55 450 EDUCATIONAL FIELD TRIPS	104,576	158,800	34.2	54,224	0	75,674	175,750	56.9		
55 682 PUBLIC TRANSIT FARES	13,574	15,557	12.8	1,983	0	19,094	83,529	77.1		
TOTAL - CLASSROOM SUPPLIES	514,587	617,397	16.7	102,810	4,421	456,079	866,370	47.4		

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
COMPUTERS - CLASSROOM								
55 552 ADDITIONAL - COMPUTERS	17,597	20,000	12.0	2,403	0	47,565	45,000	5.7-
TOTAL - COMPUTERS - CLASSROOM	17,597	20,000	12.0	2,403	0	47,565	45,000	5.7-
F & E - CLASSROOM								
55 551 ADDITIONAL - FURNITURE	7,315	0	0.0	7,315-	0	0	10,000	100.0
TOTAL - F & E - CLASSROOM	7,315	0	0.0	7,315-	0	0	10,000	100.0
FEES & CONTRACTS								
55 654 OTHER CONTRACTUAL SERVICES	26	0	0.0	26-	0	229	3,000	92.4
55 661 SOFTWARE LICENSES & SUPPORT	1,824	5,700	68.0	3,876	0	1,824	4,000	54.4
TOTAL - FEES & CONTRACTS	1,850	5,700	67.5	3,850	0	2,053	7,000	70.7
TOTAL - CONTINUING EDUCATION	5,828,065	5,706,458	2.1-	121,607-	5,481	5,976,982	6,497,202	8.0

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
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FOR THE PERIOD ENDED ENDED: AUGUST 31, 2011

PLANT OPERATIONS

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE				
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL		
SALARY & BEN - MANAGERS										
SALARY & BEN - MANAGERS										
40 103	DEPARTMENT MANAGERS	224,514	220,517	1.8-	3,997-	0	216,239	214,195	1.0-	
40 110	TECHNICAL & OPERATIONS	-989	63,800	101.6	64,789	0	97,928	0	0.0	
40 113	COORDINATORS	266,952	198,277	34.6-	68,675-	0	207,537	202,667	2.4-	
40 115	TEMPORARY ASSISTANT	10,145	0	0.0	10,145-	0	3,187	0	0.0	
40 203	BENEFITS - DEPT. MANAGERS	40,717	56,462	27.9	15,745	0	37,450	52,413	28.6	
40 210	BENEFITS - TECHNICAL STAFF	9	16,338	99.9	16,329	0	21,911	0	0.0	
40 213	BENEFITS - COORD.	52,309	50,771	3.0-	1,538-	0	48,430	49,595	2.4	
40 215	BENEFITS - TEMP ASSISTANT	826	0	0.0	826-	0	192	0	0.0	
TOTAL - SALARY & BEN - MANAGERS		594,483	606,165	1.9	11,682	0	632,874	518,870	22.0-	
SALARY & BEN - CARETAKERS										
40 108	CARETAKER	3,190,222	3,100,000	2.9-	90,222-	0	3,196,452	3,253,959	1.8	
40 118	CARETAKER REPLACEMENT	1,034,394	600,000	72.4-	434,394-	0	689,040	250,000E+02		
40 141	MODIFIED WORK - CARETAKERS	35,739	0	0.0	35,739-	0	39,507	0	0.0	
40 208	BENEFITS - CARETAKER	956,057	993,748	3.8	37,691	0	1,008,197	796,243	26.6-	
40 218	BENEFITS - CARETAKER REPL.	12,498	153,629	91.9	141,131	0	3,505	61,175	94.3	
40 241	BENEFITS - MODIFIED WORK (CTKRS)	8,204	0	0.0	8,204-	0	7,773	0	0.0	
TOTAL - SALARY & BEN - CARETAKE		5,237,114	4,847,377	8.0-	389,737-	0	4,944,474	4,361,377	13.4-	
SALARY & BEN - CLEANERS										
40 109	CLEANER	3,301,094	3,400,000	2.9	98,906	0	3,405,430	3,540,707	3.8	
40 119	CLEANER REPLACEMENT	251,194	392,000	35.9	140,806	0	509,272	150,000E+02		
40 209	BENEFITS - CLEANER	1,021,791	870,571	17.4-	151,220-	0	934,864	866,411	7.9-	
40 219	BENEFITS - CLEANER REPL.	24,027	128,028	81.2	104,001	0	40,666	36,704	10.8-	
40 418	CONTRACTED CLEANING	168,800	300,000	43.7	131,200	0	198,088	300,000	34.0	
TOTAL - SALARY & BEN - CLEANERS		4,766,906	5,090,599	6.4	323,693	0	5,088,320	4,893,822	4.0-	
SALARY & BEN - CLERICAL										
40 112	CLERICAL	82,589	149,283	44.7	66,694	0	95,704	135,226	29.2	
40 212	BENEFITS - CLERICAL	22,471	38,224	41.2	15,753	0	20,928	33,091	36.8	
TOTAL - SALARY & BEN - CLERICAL		105,060	187,507	44.0	82,447	0	116,632	168,317	30.7	
PROFESSIONAL DEVELOPMENT										
40 317	PROFESSIONAL DEVELOPMENT (NT)	6,609	9,000	26.6	2,391	0	12,705	9,000	41.2-	
40 318	PROF. MEMBERSHIPS	1,639	1,000	63.9-	639-	0	1,022	1,000	2.2-	
TOTAL - PROFESSIONAL DEVELOPM		8,248	10,000	17.5	1,752	0	13,727	10,000	37.3-	
SUPPLIES - UTILITIES										
40 341	HYDRO	2,280,814	2,300,000	0.8	19,186	0	2,562,672	2,300,000	11.4-	
40 343	HEATING - GAS	2,090,227	1,600,000	30.6-	490,227-	0	1,793,116	1,800,000	0.4	

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
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PLANT OPERATIONS

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE				
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL		
40 346 WATER & SEWAGE	444,594	450,000	1.2	5,406	0	431,150	400,000	7.8-		
TOTAL - SUPPLIES - UTILITIES	4,815,635	4,350,000	10.7-	465,635-	0	4,786,938	4,500,000	6.4-		

SUPPLIES - PLANT OPERATIONS

40 325 COMPUTER SOFTWARE/CD ROM	77,737	40,000	94.3-	37,737-	0	50,423	40,000	26.1-	
40 361 TRAVEL EXPENSE	30,422	30,000	1.4-	422-	0	29,048	25,000	16.2-	
40 370 VEHICLE FUEL	0	0	0.0	0	0	19	0	0.0	
40 371 CLEANING PRODUCTS	512,833	420,000	22.1-	92,833-	147	315,849	360,000	12.3	
40 372 CLEANING TOOLS	24,118	10,000	41.2-	14,118-	0	26,618	10,000	66.2-	
40 373 TOILET PAPER	0	0	0.0	0	0	97,685	95,000	2.8-	
40 375 UNIFORMS	26,985	20,000	34.9-	6,985-	0	33,844	0	0.0	
40 376 LIGHTING	2,592	5,000	48.2	2,408	0	2,326	5,000	53.5	
40 379 REPAIRS - HEALTH & SAFETY	81,871	45,000	81.9-	36,871-	0	60,274	75,000	19.6	
40 380 REPAIRS - EQUIPMENT	77,857	70,000	11.2-	7,857-	0	105,742	70,000	51.1-	
40 407 CELLULAR	3,098	10,000	69.0	6,902	0	3,835	10,000	61.7	
40 408 NETWORK SYSTEM	733	0	0.0	733-	0	1,098	0	0.0	
40 410 OFFICE SUPPLIES & SERVICES	11,354	5,000	27.1-	6,354-	0	8,647	5,000	72.9-	
40 417 SECURITY & SURVIELANCE	46,951	40,000	17.4-	6,951-	0	35,987	20,000	79.9-	
40 420 HOSPITALITY	742	2,500	70.3	1,758	0	770	2,500	69.2	
40 440 VEHICLE MAINTENANCE & SUPPLIES	25	0	0.0	25-	0	10	0	0.0	
TOTAL - SUPPLIES - PLANT OPERATI	897,318	697,500	28.7-	199,818-	147	772,175	717,500	7.6-	

SUPPLIES - GROUNDS

40 383 LANDSCAPING	0	0	0.0	0	0	173	0	0.0	
40 385 GRASS CUTTING	134,103	125,000	7.3-	9,103-	0	136,060	110,000	23.7-	
40 386 SNOW PLOWING	896,535	580,000	54.6-	316,535-	0	546,579	580,000	5.8	
40 388 GARBAGE DISPOSAL	166,644	140,000	19.0-	26,644-	41	144,517	140,000	3.2-	
TOTAL - SUPPLIES - GROUNDS	1,197,282	845,000	41.7-	352,282-	41	827,329	830,000	0.3	

F & E - PLANT OPERATIONS

40 551 ADDITIONAL - FURNITURE	7,805	25,000	68.8	17,195	7,223	1,276	20,000	93.6	
40 562 ADDITIONAL - COMPUTERS	549	1,500	63.4	951	0	1,691	1,500	12.8-	
40 630 RENTAL/LEASE - OTHER	44,302	50,000	11.4	5,698	0	40,615	50,000	18.8	
43 610 RENTAL/LEASE - INSTRUCT. ACCOM	470,447	500,000	5.9	29,553	0	0	0	0.0	
TOTAL - F & E - PLANT OPERATIONS	523,103	576,500	9.3	53,397	7,223	43,582	71,500	39.1	

FEES & CONTRACTS

40 653 PROFESSIONAL FEES	118,845	10,000	88.5-	108,845-	0	10,264	10,000	2.6-	
40 665 RECYCLING	61	20,000	99.7	19,939	0	18,673	20,000	6.6	
40 671 PROPERTY INSURANCE	185,055	190,000	2.6	4,945	0	186,854	190,000	1.7	
40 672 LIABILITY INSURANCE	339,193	340,000	0.2	807	0	336,768	340,000	1.0	

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 FOR THE PERIOD ENDED ENDED: AUGUST 31, 2011**

PLANT OPERATIONS

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
40 673 VEHICLE INSURANCE	3,172	0	0.0	3,172-	0	3,150	0	0.0
TOTAL - FEES & CONTRACTS	646,326	560,000	15.4-	86,326-	0	555,709	560,000	0.8
TOTAL - PLANT OPERATIONS	18,791,475	17,770,648	5.7-	1,020,827-	7,411	17,781,760	16,631,386	6.9-

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: AUGUST 31, 2011

PLANT MAINTENANCE

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE				
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL		
SALARY & BEN - MANAGERS										
SALARY & BEN - MANAGERS										
41 103	DEPARTMENT MANAGERS	180,266	276,021	34.7	95,755	0	159,726	268,127	40.4	
41 111	COORDINATORS	261,470	187,460	39.5-	74,010-	0	293,807	182,001	61.4-	
41 203	BENEFITS - DEPT. MANAGERS	38,907	65,389	40.5	26,482	0	31,480	62,696	49.8	
41 211	BENEFITS - COORD.	59,649	44,413	34.3-	15,236-	0	64,728	42,558	52.1-	
TOTAL - SALARY & BEN - MANAGERS		540,292	573,283	5.8	32,991	0	549,741	555,382	1.0	
SALARY & BEN - TECHNICAL										
41 110	TECHNICAL & OPERATIONS	843,017	700,000	20.4-	143,017-	0	743,109	700,000	6.2-	
41 210	BENEFITS - TECHNICAL STAFF	182,057	165,843	9.8-	16,214-	0	157,345	163,676	3.9	
TOTAL - SALARY & BEN - TECHNICAL		1,025,074	865,843	18.4-	159,231-	0	900,454	863,676	4.3-	
SALARY & BEN - CLERICAL										
41 112	CLERICAL	76,210	62,448	22.0-	13,762-	0	42,414	42,448	0.1	
41 212	BENEFITS - CLERICAL	19,806	14,791	33.9-	5,015-	0	10,739	9,925	8.2-	
TOTAL - SALARY & BEN - CLERICAL		96,016	77,239	24.3-	18,777-	0	53,153	52,373	1.5-	
TEMPORARY STAFF										
41 114	STUDENT HELP	6,172	20,000	69.1	13,828	0	2,748	20,000	86.3	
41 115	TEMPORARY ASSISTANT	5,746	0	0.0	5,746-	0	4,499	10,000	55.0	
41 214	BENEFITS - STUDENT HELP	503	1,468	65.7	965	0	297	1,485	80.0	
41 215	BENEFITS - TEMP ASSISTANT	672	0	0.0	672-	0	354	742	52.3	
TOTAL - TEMPORARY STAFF		13,093	21,468	39.0	8,375	0	7,898	32,227	75.5	
PROFESSIONAL DEVELOPMENT										
41 317	PROFESSIONAL DEVELOPMENT (NT)	1,212	500	E+02	712-	0	5,678	500E+03		
41 318	PROF. MEMBERSHIPS	1,818	7,000	74.0	5,182	0	1,777	7,000	74.6	
TOTAL - PROFESSIONAL DEVELOPM		3,030	7,500	59.6	4,470	0	7,455	7,500	0.6	
SUPPLIES - PLANT OPERATIONS										
40 377	INTRUSION ALARMS	145,577	125,000	16.5-	20,577-	0	136,232	175,000	22.2	
40 378	FIRE SAFETY	194,352	225,000	13.6	30,648	5	235,580	350,215	32.7	
TOTAL - SUPPLIES - PLANT OPERATI		339,929	350,000	2.9	10,071	5	371,812	525,215	29.2	
SUPPLIES - GROUNDS										
40 381	ASPHALT/CONCRETE	17,475	20,000	12.6	2,525	0	26,397	30,992	14.8	
40 382	FENCING	19,647	20,000	1.8	353	0	16,643	64,827	74.3	
40 383	LANDSCAPING	40,146	50,000	19.7	9,854	0	111,283	71,983	54.6-	
40 384	DRAINAGE	103,486	70,000	47.8-	33,486-	0	31,187	27,586	13.1-	
40 387	PLAYGROUND EQUIPMENT	907	10,000	90.9	9,093	0	13,036	21,207	38.5	
40 389	LINE MARKING	25,135	30,000	16.2	4,865	0	9,696	13,190	26.5	

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: AUGUST 31, 2011

PLANT MAINTENANCE

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE			
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL	
TOTAL - SUPPLIES - GROUNDS	206,796	200,000	3.4-	6,796-	0	208,242	229,785	9.4	
SUPPLIES - PLANT MAINTENANCE									
41 361 TRAVEL EXPENSE	7,196	9,000	20.1	1,805	0	50,964	9,000	66.3-	
41 370 VEHICLE FUEL	62,242	50,000	24.5-	12,242-	0	0	64,802	100.0	
41 401 REPAIRS - F & E	0	5,000	100.0	5,000	0	5,874	2,198	67.2-	
41 405 TELEPHONE - VOICE	2,347	0	0.0	2,347-	0	18,133	0	0.0	
41 407 CELLULAR	17,820	30,000	40.6	12,180	0	6,483	35,000	81.5	
41 408 NETWORK SYSTEM	6,257	0	0.0	6,257-	0	1,863	0	0.0	
41 410 OFFICE SUPPLIES & SERVICES	740	5,000	85.2	4,260	0	67,802	5,000	56.0-	
41 440 VEHICLE MAINTENANCE & SUPPLIES	78,810	70,000	12.6-	8,810-	0	0	80,000	100.0	
TOTAL - SUPPLIES - PLANT MAINTEN	175,412	169,000	3.8-	6,411-	0	151,119	196,000	22.9	
SUPPLIES - BUILDING MAINTENANCE									
41 430 SCHOOL GENERAL MAINTENANCE	67,971	80,000	15.0	12,029	1,636	85,308	100,000	14.7	
41 431 GENERAL REPAIRS	127,980	50,000	56.0-	77,980-	0	482,789	50,000	65.6-	
41 458 P.A. & TELEPHONE SYSTEMS	1,704	10,000	83.0	8,296	0	6,524	10,000	34.8	
41 459 CLOCK SYSTEMS	4,246	5,000	15.1	754	0	6,326	5,000	26.5-	
41 460 H.V.A.C.	234,540	175,000	34.0-	59,540-	0	228,714	200,000	14.4-	
41 461 BOILER REPAIR	20,570	30,000	31.4	9,430	0	23,455	30,000	21.8	
41 462 ELECTRICAL REPAIR	192,322	175,000	9.9-	17,322-	3	191,695	200,000	4.2	
41 463 ROOFING	39,542	30,000	31.8-	9,542-	0	24,718	30,000	17.6	
41 464 WINDOW GLASS & FRAME	30,964	45,000	31.2	14,036	0	46,995	45,000	4.4-	
41 465 PLUMBING	111,239	100,000	11.2-	11,239-	0	82,413	100,000	17.6	
41 466 PAINTING	11,848	10,000	18.5-	1,848-	0	14,967	10,000	49.7-	
41 467 PORTABLES	105,399	30,000	51.3-	75,399-	299	1,230	30,000	95.9	
41 468 FLOOR & CEILING	10,399	20,000	48.0	9,601	0	7,200	20,000	64.0	
41 469 HARDWARE	102,090	80,000	27.6-	22,090-	5,481	82,306	100,000	17.7	
41 470 CARPENTRY	16,502	25,000	34.0	8,498	0	18,840	25,000	24.6	
41 471 DRAPERY	2,661	10,000	73.4	7,339	0	751	10,000	92.5	
41 472 MASONRY	0	10,000	100.0	10,000	0	2,102	10,000	79.0	
41 473 TOOLS	538	20,000	97.3	19,462	0	1,939	20,000	90.3	
44 653 PROFESSIONAL FEES	2,345	0	0.0	2,345-	0	0	0	0.0	
TOTAL - SUPPLIES - BUILDING MAINT	1,082,860	905,000	19.7-	177,860-	7,419	1,308,272	995,000	31.5-	
F & E - PLANT MAINTENANCE									
41 551 ADDITIONAL - FURNITURE	3,692	30,000	87.7	26,308	0	0	30,000	100.0	
41 552 ADDITIONAL - COMPUTERS	2,311	1,500	54.1-	811-	0	1,604	1,500	7.0-	
41 554 ADDITIONAL EQUIPMENT - VEHICLES	0	0	0.0	0	0	1,179	0	0.0	
TOTAL - F & E - PLANT MAINTENANC	6,003	31,500	80.9	25,497	0	2,783	31,500	91.2	

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: AUGUST 31, 2011

PLANT MAINTENANCE

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
FEES & CONTRACTS								
41 653	PROFESSIONAL FEES	23,997	25,000	4.0	1,004	475	56,819	10,000 68.2-
41 654	OTHER CONTRACTUAL SERVICES	31,670	20,000	58.4-	11,670-	0	36,749	15,000 45.0-
41 673	VEHICLE INSURANCE	13,878	15,000	7.5	1,122	0	13,879	15,000 7.5
41 680	LIFTING DEVICES	10,771	15,000	28.2	4,229	0	12,147	10,000 21.5-
TOTAL - FEES & CONTRACTS		80,316	75,000	7.1-	5,315-	475	119,594	50,000 39.2-
AMORTIZATION & NET LOSS DISPOSALS								
41 780	AMORT. WR DNS & NET LOSS ON DI	0	0	0.0	0	0	7,596,837	0 0.0
TOTAL - AMORTIZATION & NET LOSS		0	0	0.0	0	0	7,596,837	0 0.0
TOTAL - PLANT MAINTENANCE		3,568,821	3,275,833	8.9-	292,986-	7,899	11,277,360	3,538,658 18.7-

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: AUGUST 31, 2011

TRANSPORTATION DEPARTMENT

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE				
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL		
SALARY & BEN - MANAGERS										
SALARY & BEN - MANAGERS										
50 103	DEPARTMENT MANAGERS	79,096	95,882	17.5	16,786	0	92,421	93,174	0.8	
50 203	BENEFITS - DEPT. MANAGERS	28,882	15,187	90.2-	13,695-	0	21,578	14,356	50.3-	
TOTAL - SALARY & BEN - MANAGERS		107,978	111,069	2.8	3,091	0	113,999	107,530	6.0-	
SALARY & BEN - TECHNICAL										
50 110	TECHNICAL & OPERATIONS	86,351	139,936	38.3	53,585	0	128,561	135,984	5.5	
50 210	BENEFITS - TECHNICAL STAFF	25,026	22,167	12.9-	2,859-	0	30,274	20,952	44.5-	
TOTAL - SALARY & BEN - TECHNICAL		111,377	162,103	31.3	50,726	0	158,835	156,936	1.2-	
SALARY & BEN - CLERICAL										
50 112	CLERICAL	2,974	15,856	81.2	12,882	0	0	0	0.0	
50 115	TEMPORARY ASSISTANT	5,301	27,442	80.7	22,141	0	15,049	17,923	16.0	
50 212	BENEFITS - CLERICAL	826	2,512	67.1	1,686	0	0	0	0.0	
50 215	BENEFITS - TEMP ASSISTANT	0	1,394	100.0	1,394	0	1,953	858E+02		
TOTAL - SALARY & BEN - CLERICAL		9,101	47,204	80.7	38,103	0	17,002	18,781	9.5	
SUPPLIES - ADMINISTRATION										
50 317	PROFESSIONAL DEVELOPMENT (NT)	3,471	2,554	35.9-	917-	0	2,162	2,557	15.5	
50 325	COMPUTER SOFTWARE/CD ROM	70,688	10,300	E+02	60,388-	0	321	16,041	98.0	
50 336	PRINTING & COPIER	249	0	0.0	249-	0	0	0	0.0	
50 361	TRAVEL EXPENSE	491	2,266	78.3	1,775	0	1,219	2,268	46.2	
50 407	CELLULAR	3,635	6,262	42.0	2,627	0	5,461	6,268	12.9	
50 410	OFFICE SUPPLIES & SERVICES	3,235	15,728	79.4	12,493	0	24,969	3,505E+02		
50 611	RENTAL/LEASE - NON INSTRUCT AC	20,536	32,713	37.2	12,177	0	34,123	32,743	4.2-	
TOTAL - SUPPLIES - ADMINISTRATIO		102,305	69,823	46.5-	32,482-	0	68,255	63,382	7.7-	
FURNITURE & EQUIPMENT										
50 551	ADDITIONAL - FURNITURE	0	0	0.0	0	0	21,690	1,567E+03		
50 552	ADDITIONAL - COMPUTERS	11,265	0	0.0	11,265-	0	0	10,309	100.0	
TOTAL - FURNITURE & EQUIPMENT		11,265	0	0.0	11,265-	0	21,690	11,876	82.6-	
FEES & CONTRACTS										
50 653	PROFESSIONAL FEES	12,825	0	0.0	12,825-	0	0	0	0.0	
50 685	TRANSPORTATION CONTRACTS	6,170,103	6,891,554	10.5	721,451	0	7,174,560	9,137,037	21.5	
50 691	SHARED ROUTES - D.S.B.N.	2,832,273	1,943,772	45.7-	888,501-	0	2,073,767	0	0.0	
50 692	NIAGARA FALLS TAXI	92,000	85,032	8.2-	6,968-	0	61,272	0	0.0	
50 694	5-O TAXI	167,805	152,455	10.1-	15,350-	0	207,433	237,487	12.7	
50 695	S-S ACE NOTRE DAME	15,835	0	0.0	15,835-	0	0	0	0.0	
50 696	SCHOOL TO SCHOOL	690,527	908,078	24.0	217,551	0	720,641	908,078	20.6	

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: AUGUST 31, 2011

TRANSPORTATION DEPARTMENT

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
TOTAL - FEES & CONTRACTS	9,981,368	9,980,891	0.0	477-	0	10,237,673	10,282,602	0.4
AMORTIZATION & NET LOSS DISPOSALS								
50 780 AMORT. WR DNS & NET LOSS ON DI	0	0	0.0	0	0	3,541	0	0.0
TOTAL - AMORTIZATION & NET LOSS	0	0	0.0	0	0	3,541	0	0.0
TOTAL - TRANSPORTATION DEPART	10,323,394	10,371,090	0.5	47,696	0	10,620,995	10,641,107	0.2

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: AUGUST 31, 2011

CAPITAL AND OTHER EXPENDITURES

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE			
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL	
GOOD PLACES TO LEARN									
GOOD PLACES TO LEARN									
46 753	DEBENTURE PRINCIPAL	0	0	0.0	0	0	0	676,069	100.0
46 754	DEBENTURE INTEREST	1,357,635	1,287,688	5.4-	69,947-	0	1,320,011	1,320,010	0.0
46 757	COST OF ISSUING DEBENTURE	7,636	7,199	6.1-	437-	0	7,366	7,366	0.0
TOTAL - GOOD PLACES TO LEARN		1,365,271	1,294,887	5.4-	70,384-	0	1,327,377	2,003,445	33.8
FACILITY RENEWAL PROJECTS									
42 764	MAJOR ALTERATION PROJECTS	1,956,826	841,417	E+02	1,115,409-	11,422	465,056	2,040,431	77.2
TOTAL - FACILITY RENEWAL PROJE		1,956,826	841,417	E+02	1,115,409-	11,422	465,056	2,040,431	77.2
DEBT CHARGES BEFORE MAY, 1998									
45 751	DEBENTURE PRINCIPAL	0	0	0.0	0	0	0	612,000	100.0
45 752	DEBENTURE INTEREST	422,910	405,406	4.3-	17,504-	0	478,431	478,431	0.0
TOTAL - DEBT CHARGES BEFORE M		422,910	405,406	4.3-	17,504-	0	478,431	1,090,431	56.1
DEBT CHARGES AFTER MAY, 1998									
45 754	DEBENTURE INTEREST	117,487	117,487	0.0	0	0	117,487	117,487	0.0
TOTAL - DEBT CHARGES AFTER MAY		117,487	117,487	0.0	0	0	117,487	117,487	0.0
NEW PUPIL PLACES									
43 610	RENTAL/LEASE - INSTRUCT. ACCOM	0	0	0.0	0	0	477,943	508,637	6.0
43 753	DEBENTURE PRINCIPAL	0	0	0.0	0	0	0	1,476,716	100.0
43 754	DEBENTURE INTEREST	3,439,035	3,435,058	0.1-	3,977-	0	3,520,428	3,525,769	0.2
43 759	BUILDINGS	0	0	0.0	0	0	0	282,102	100.0
TOTAL - NEW PUPIL PLACES		3,439,035	3,435,058	0.1-	3,977-	0	3,998,371	5,793,224	31.0
AMORTIZATION & NET LOSS DISPOSALS									
43 780	AMORT. WR DNS & NET LOSS ON DI	7,347,407	7,347,510	0.0	103	0	0	0	0.0
TOTAL - AMORTIZATION & NET LOSS		7,347,407	7,347,510	0.0	103	0	0	0	0.0
PROVISION FOR RESERVES									
60 731	RESERVES - WORKING CAPITAL	0	0	0.0	0	0	0	1,000,000	100.0
TOTAL - PROVISION FOR RESERVES		0	0	0.0	0	0	0	1,000,000	100.0
SGF - SCHOOL GENERATED FUNDS									
62 490	SGF - SCHOOL FUNDS EXPENDITUR	0	0	0.0	0	0	8,991,938	0	0.0
TOTAL - SGF - SCHOOL GENERATED		0	0	0.0	0	0	8,991,938	0	0.0
TOTAL - CAPITAL AND OTHER EXPEN		14,648,936	13,441,765	9.0-	1,207,171-	11,422	15,378,660	12,045,018	27.7-

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
 UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED
 FOR THE PERIOD ENDED: AUGUST 31, 2011**

Page :

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
GRAND TOTAL-	245,588,648	240,139,674	-2.3	-5,448,974	108,907	244,958,359	230,111,033	-6.5

**Prepared by : William Tumath
 Finance Department**

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
SEPTEMBER 27, 2011**

PUBLIC SESSION

**TOPIC: CORRESPONDENCE
OCSTA - BROADER PUBLIC SECTOR
PERQUISITES DIRECTIVE**



Ontario Catholic School
Trustees' Association

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Nancy Kirby, *President*
Marino Gazzola, *Vice President*
Kevin Kobus, *Executive Director*

September 8, 2011

MEMORANDUM

TO: Chairpersons and Directors of Education
- All Catholic District School Boards

FROM: Carol Devine, Director, Legislative and Political Affairs

SUBJECT: Broader Public Sector Perquisites Directive

The Management Board of Cabinet has issued a directive setting out provisions for perquisites (“perks”) that can be granted to persons in designated Broader Public Sector organizations, including appointees, board members, elected officials (e.g. school trustees) and employees. Perquisites (“perks”) are privileges provided to an individual or group that provides a personal benefit and is not generally available to others, e.g. a health club membership. To be allowable, a perk must be a business-related requirement for the effective performance of an individual’s job.

School boards must establish rules with respect to perquisites. The compliance date for school boards in regard to the BPS Directive was August 1, 2011. We apologize for the delay in drawing this directive to your attention, but understand that boards would have received notice directly some weeks ago.

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BPS Perquisites Directive Q&A

1. What is the purpose of the Broader Public Sector (BPS) Perquisites Directive?

The purpose of the BPS Perquisites Directive is to set out the requirement for the designated BPS organizations to establish rules on perquisites where these are provided through public funds.

Under the directive, designated broader public sector organizations are not allowed to provide items such as a golf club membership or seasons tickets to events under any circumstances.

Amendments to the *Broader Public Sector Accountability Act, 2010* provide the authority for the Management Board of Cabinet to issue directives requiring the designated BPS organizations to establish rules on perquisites.

The requirements set out in the directive contribute to greater alignment with the high standards expected in ministries and agencies of the Government of Ontario.

2. Which organizations are covered by the BPS Perquisites Directive?

The BPS Perquisites Directive applies to all designated BPS organizations under the *Broader Public Sector Accountability Act, 2010* defined as follows:

- a. every hospital
- b. every school board
- c. every university in Ontario and every college of applied arts and technology and post-secondary institution in Ontario whether or not affiliated with a university, the enrolments of which are counted for purposes of calculating annual operating grants and entitlements
- d. every approved agency designated as a children's aid society under subsection 15 (2) of Part I of the Child and Family Services Act
- e. every community care access corporation
- f. every corporation controlled by one or more designated broader public sector organizations that exists solely or primarily for the purpose of purchasing goods or services for the designated broader public sector organization or organizations
- g. every publicly funded organization that received public funds of \$10 million or more in the previous fiscal year of the Government of Ontario

Publicly funded organizations that received less than \$10 million in public funds in the previous fiscal year of the Government of Ontario are not required to follow the BPS Perquisites Directive. In this case, the directive serves as a guideline to all other publicly funded organizations as defined under the *Broader Public Sector Accountability Act, 2010*.

Note that the *Broader Public Sector Accountability Act, 2010* excludes some entities from the definition of publicly funded organizations. These include:

- municipalities,
- local boards,
- long-term care homes,
- boards of health, and
- organizations that undertake their activities for the purpose of profit to their shareholders.

3. Which individuals within a designated BPS organization are covered by the BPS Perquisites Directive?

The rules apply to any person in a designated BPS organization, including the following:

- appointees
- board members

- elected officials (e.g. school trustees)
- employees

4. What is a "perk"?

For the purposes of the BPS Perquisites Directive, a perquisite (or perk) refers to a privilege that is provided to an individual or to a group of individuals, provides a personal benefit, and is not generally available to others.

A perquisite is not allowable if it is not a business-related requirement. To be allowable, a perquisite must be a business-related requirement for the effective performance of an individual's job.

5. What are some examples of non-allowable perquisites?

The following are perks that are not permitted under any circumstance:

- club memberships for personal recreation or socializing purposes, such as fitness clubs, golf clubs or social clubs
- seasons tickets to cultural or sporting events
- clothing allowances not related to health and safety or special job requirements
- access to private health clinics – medical services outside those provided by the provincial health care system or by the employer's group insured benefit plans
- professional advisory services for personal matters, such as tax or estate planning

6. Are there some items which are not considered perquisites?

The BPS Perquisites Directive sets out certain items that are not considered perks:

- provisions of collective agreements
- insured benefits
- items generally available on a non-discriminatory basis for all or most employees (e.g. Employee Assistance Program, pension plans)
- health and safety requirements (e.g. provision of work boots)
- employment accommodations made for human rights and/or accessibility considerations (e.g. special workstations, work hours, religious holidays)
- expenses covered under an organization's rules on travel, meals and hospitality (established in accordance with the BPS Expenses Directive)

7. What are the requirements of the BPS Perquisites Directive?

The purpose of the BPS Perquisites Directive is to set out the requirement for the designated BPS organizations to establish rules on perquisites where these are provided through public funds.

The directive sets out six requirements that must be included in the perquisites rules for the organization:

1. Rules on perquisites must set out that the following perquisites are not allowed under any circumstance:
 - club memberships for personal recreation or socializing purposes, such as fitness clubs, golf clubs or social clubs
 - seasons tickets to cultural or sporting events
 - clothing allowances not related to health and safety or special job requirements
 - access to private health clinics – medical services outside those provided by the provincial health care system or by the employer's group insured benefit plans
 - professional advisory services for personal matters, such as tax or estate planning
2. Rules on perquisites must set out that perquisites that are not related to business requirements are not allowed.

3. Rules on perquisites must include an accountability framework to ensure that there is appropriate governance, and that everyone understands who in the organization has the authority for approvals. The approval authority for an allowable perquisite should be at a high level within the organization.
4. Rules on perquisites must require that good record-keeping practices be maintained for verification and audit purposes.
5. Rules on perquisites must set out that a perquisite is allowable only in limited and exceptional circumstances where it is demonstrated to be a business-related requirement for the effective performance of an individual's job.
6. Rules on perquisites must set out how summary information about allowable perquisites will be made publicly available. This summary information should be made available on an annual basis. Personal information should not be provided.

8. Are employees going to lose any insured benefits as a result of this new directive?

No, the directive explicitly does not apply to insured benefits. They are not considered perks.

9. If golf memberships were provided to certain individuals before the directive was released, can they continue to use the membership to golf?

Club memberships for personal recreation or socializing purposes, such as golf clubs or social clubs, are not permitted under the BPS Perquisites Directive. The organization can no longer pay for the golf club membership. Each organization must use its discretion on how to deal situations where the membership has already been paid.

10. When will designated BPS organizations have to comply with the BPS Perquisites Directive?

All designated BPS organizations must be in compliance with the BPS Perquisites Directive by the effective date of August 2, 2011. This is the day on which the relevant provisions of the *Broader Public Sector Accountability Act* come into force.

11. What about existing employment contracts? Does the BPS Perquisites Directive impact existing contracts?

The BPS Perquisites Directive and rules established under it could potentially impact certain provisions of existing contracts. Any provision in an agreement that conflicts with the requirements under specified Parts of the *Broader Public Sector Accountability Act, 2010* (including Part IV.1 on Perquisites) is not valid or enforceable.

The BPS Perquisites Directive was issued prior to the date it becomes effective to allow organizations time to review any existing arrangements to identify and deal with items that might be considered perks.

Designated BPS organizations should consult their own legal advisors about potential impacts on specific agreements.

12. What if an organization's collective agreement with a bargaining agent is inconsistent with the BPS Perquisites Directive?

The BPS Perquisites Directive states that it does not prevail over a collective agreement between an organization and a bargaining agent representing employees of the organization.

13. My organization receives funding from various sources. Which funds do I include to calculate the value of public funds received?

You have to take into account the public money that is provided directly by the Government of Ontario or an agency of the Government of Ontario, which is defined as a public body designated in regulations made under the *Public Service of Ontario Act, 2006*, through a grant, transfer payment or other funding arrangement. It also includes the money received by school boards from taxes levied under the Education Act for school purposes.

In the calculation, do not include:

- money that is paid for the provision of goods or services to the Government of Ontario or an agency of the Government of Ontario,
- money that is paid by the Government of Ontario or an agency of the Government of Ontario under a fee for service arrangement,

- money that is provided by the Government of Ontario or an agency of the Government of Ontario, by way of a loan or loan guarantee.

14. Where can I find a list of the agencies of the Government of Ontario, which are defined under the Broader Public Sector Accountability Act to mean public bodies designated under the Public Service of Ontario Act, that will help me in my calculation of public funds?

Please consult [Regulation 146/10](#) under the *Public Service of Ontario Act, 2006* for a complete listing of public bodies. Please note that this listing is updated from time to time.

15. Will the designated BPS organizations have to report on their compliance with the BPS Perquisites Directive?

The Broader Public Sector Accountability Act, 2010 requires Local Health Integration Networks (LHINS) and hospitals to prepare attestations to be submitted regarding their compliance with the BPS Perquisites Directive.

For other designated BPS organizations, their accountability agreements with the Province will require compliance with the legislation. In addition, the legislation provides the power to make regulations requiring more organizations to provide attestations of compliance with the requirements of the Act.

16. Would BPS organizations have to use the perquisites rules for all types of funding, or only for those provided through public funds?

The purpose of the BPS Perquisites Directive is to set out the requirement for the designated BPS organizations to establish rules on perquisites where these are provided through **public** funds.

BPS organizations must make their own determinations on how to spend money they have received from other sources. Any decisions about perquisites should be made with due consideration for the accountability and transparency, and for the potential for public and media attention. People who have contributed to the revenue of a broader public sector organization, either directly through fees, such as university tuition, or through fundraising activities might not appreciate that their dollars are being used to fund items that would be considered perks.

17. Is there a directive on perks for the Ontario Public Service?

Yes. The Perquisites Directive for the Ontario Public Service covers all employees and appointees of all ministries, including ministers' offices, all classified agencies and organizations prescribed by [regulation](#) under the Public Sector Expenses Review Act, 2009.

The directives on perquisites for the Ontario Public Service and the BPS are aligned in order to promote consistency in behaviour, not only across the OPS but also the BPS.

18. The commercial parking lot where I work provides a discount to all employees who work in the building. Is this a perk?

No, this is not considered a perk. It is a discount provided to all building tenants and the expense is paid by individuals and not reimbursed by the employer. Another example would be discounted corporate rates provided by a fitness club that are paid by members without reimbursement or subsidy from their employers.

19. One of our employees requires an ergonomic desk and chair at work. Would this be considered a perk?

No, employment accommodations made for human rights and/or accessibility considerations (e.g. special workstations, work hours, religious holidays) are set out in legislation – the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act, 2005 and are explicitly excluded from the directive.

20. Where can I send questions about the BPS Perquisites Directive?

Please send your questions to corpolb@ontario.ca.

Broader Public Sector Perquisites Directive

Issued By

Management Board of Cabinet

August 2, 2011

Table of Contents

[1. Introduction](#)

[2. Purpose, Application and Scope](#)

[3. Principles](#)

[4. Requirements](#)

1. INTRODUCTION

The Government of Ontario is committed to protecting the interests of taxpayers and strengthening accountability for organizations that receive public funding.

The Management Board of Cabinet has issued this directive under the authority of the *Broader Public Sector Accountability Act, 2010* (Part IV.1: Perquisites), the "Act".

The Act sets out provisions for perquisites that are allowable and those that are not. A perquisite refers to a privilege that is provided to an individual or to a group of individuals, provides a personal benefit, and is not generally available to others.

The requirements set out in this document raise the level of accountability and transparency for designated broader public sector (BPS) organizations¹, contributing to greater alignment with the high standards expected in ministries and agencies of the Government of Ontario.

2. PURPOSE, APPLICATION AND SCOPE

The purpose of this directive is to set out the requirement for the designated BPS organizations to establish rules on perquisites where these are provided through public funds².

The rules apply to any person in a designated BPS organization, including the following:

- appointees,
- board members,
- elected officials (e.g. school trustees), and
- employees.

This directive does **not** apply to the following:

- provisions of collective agreements
- insured benefits
- items generally available on a non-discriminatory basis for all or most employees (e.g. an employee assistance program, pension plans)
- health and safety requirements (e.g. provision of work boots)
- employment accommodations made for human rights and/or accessibility considerations (e.g. special workstations, work hours, religious holidays)
- expenses covered under an organization's rules on travel, meals and hospitality (established in accordance with the BPS Expenses Directive)

Note that in this directive, the term, Chief Executive Officer (CEO), refers to the head of operations in a designated broader public sector organization.

In addition, this directive serves as a guideline to all other publicly funded organizations³. This means that these other organizations can consider this directive in any review or development of their policies and practices related to perquisites.

Designated BPS organizations must comply with this directive.⁴ In addition, every funding agreement between a designated BPS organization and a ministry or agency of the Government of Ontario is deemed to include the requirements of this directive.⁵

Where an agreement addresses the subject matter of this directive, this directive prevails over the relevant terms of the agreement if there is any conflict or inconsistency between them⁶.

This directive does not prevail over a collective agreement between an organization and a bargaining agent representing employees of the organization.

3. PRINCIPLES

This directive is based on three key principles.

A. Accountability

Organizations are accountable for their use of public funds. All expenditures support business objectives.

B. Transparency

Organizations are transparent to all stakeholders. The rules for perquisites are clear and easily understood.

C. Value for Money

Taxpayer dollars are used prudently and responsibly.

4. REQUIREMENTS

Every designated BPS organization must establish rules with respect to perquisites. These rules must cover all individuals in the organization.

The term perquisites, or perks, refers to a privilege that is provided to an individual or to a group of individuals, provides a personal benefit, and is not generally available to others.

A perquisite is not allowable if it is not a business-related requirement. To be allowable, a perquisite must be a business-related requirement for the effective performance of an individual's job.

The following requirements must be included in the perquisite rules for the organization.

4.1 Rules on perquisites must set out that the following perquisites are not allowed under any circumstance:

- club memberships for personal recreation or socializing purposes, such as fitness clubs, golf clubs or social clubs
- seasons tickets to cultural or sporting events
- clothing allowances not related to health and safety or special job requirements
- access to private health clinics – medical services outside those provided by the provincial health care system or by the employer's group insured benefit plans
- professional advisory services for personal matters, such as tax or estate planning

These privileges cannot be provided by any means, including:

- an offer of employment letter, as a promise of a benefit,
- an employment contract, or
- a reimbursement of an expense.

4.2 Rules on perquisites must set out that perquisites that are not related to business requirements are not allowed.

4.3 Rules on perquisites must include an accountability framework to ensure that there is appropriate governance, and that everyone understands who in the organization has the authority for approvals. The approval authority for an allowable perquisite should be at a high level within the organization.

4.4 Rules on perquisites must require that good record-keeping practices be maintained for verification and audit purposes.

4.5 Rules on perquisites must set out that a perquisite is allowable only in limited and exceptional circumstances where it is demonstrated to be a business-related requirement for the effective performance of an individual's job.

4.6 Rules on perquisites must set out how summary information about allowable perquisites will be made publicly available. This summary information should be made available on an annual basis. Personal information should not be provided.

¹ "Designated broader public sector organization" as defined under the Act (s.1)

² "Public funds" as defined under the Act (s.1)

³ "Publicly funded organization" as defined under the Act (s. 1)

⁴ As set out in the Act (s. 11.1 (5))

⁵ As set out in the Act (s. 19)

⁶ As set out in the Act (s. 21(1))

[Click here](#) for Questions and Answers about the BPS Perquisites Directive

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
SEPTEMBER 27, 2011**

PUBLIC SESSION

**TOPIC: TRUSTEE INFORMATION
SPOTLIGHT ON NIAGARA CATHOLIC
SEPTEMBER 13, 2011**



Spotlight

on NIAGARA CATHOLIC

Nurturing Souls & Building Minds

www.niagaracatholic.ca

September 13, 2011



New School Year Marks Many Firsts Throughout Niagara Catholic



It was an exciting first day of school across Niagara Catholic, and especially exciting at Our Lady of Victory Catholic Elementary School in Fort Erie. After a year of watching the expanded school take shape, students got their first look at the new school on September 6. Adding to the excitement was the addition of the Early Learning Kindergarten Program, which welcomed two new classes of three-and-four-year-olds to full day learning at the school. Above, Director of Education, John Crocco greets new ELKP student Cameron Sherwood, who attended class for the first time.

Niagara Catholic Updates Annual Accessibility Plan

The Niagara Catholic Annual Accessibility Plan for the current school year was presented at the September 13th Committee of the Whole Meeting.

Key areas of the plan for this school year include:

- Continuing to work with local fire departments to provide acceptable means of emergency evacuation from second storeys of all facilities;
- Ongoing professional development for all staff regarding barrier-free customer service;
- Provision of barrier-free washrooms at all schools by 2015.

The report also detailed projects which were completed in 2010-2011, including providing evacuation chairs at 11 Niagara Catholic schools.

This year, 41 projects are scheduled for 35 schools. The complete list can be found online in the September 13th Committee of the Whole agenda at niagaracatholic.ca.

New Programs to Enhance Student Achievement for All

In keeping with the Strategic Direction and Priority Indicators approved for the 2011-2012 school year, Niagara Catholic's Program Department has initiated a number of programs and resources to improve student achievement.

Major initiatives include:

- Consolidating the Teaching Learning Critical Pathway (TLCP) initiative in all elementary and secondary schools;
 - Expanding the elementary Itinerary Arts coaching team to 12 members;
 - Sustaining full-day SK
- In addition to new programs

funded in the 2011-2012 budget, Niagara Catholic received more than \$852,000 in funding for projects such as French as a Second Language, the Specialist High Skills Major and tutoring.

The report is available in the September 13th agenda at niagaracatholic.ca.



Niagara Catholic Exceeds Provincial Average in EQAO Testing

Niagara Catholic students in Grades 3 and 6 have once again exceeded the provincial average in assessment.

The Education, Quality and Accountability Office (EQAO) released the results of tests taken by all Grade 3, 6 and 9 students in Ontario during the 2010-2011 school year this week.

Seventy-seven per cent of Grade 3 students at Niagara Catholic met or exceeded the provincial standard of Level 3 or Level 4 on the writing tests, which were administered last June, compared to 73 per cent of students in Grade 3 across Ontario.

Seventy per cent of Niagara Catholic students achieved a Level 3 or 4 in reading assessment,

compared to 65 per cent of students province-wide, and 73 per cent of Niagara Catholic achieved the provincial standard in mathematics, compared to 69 per cent of Grade 3 students who reached the provincial standard across Ontario.

Seventy-eight per cent of Niagara Catholic students in Grade 6 met or exceeded the provincial standard for reading, compared to 74 per cent of students province-wide, while 76 per cent of students in Niagara Catholic met or exceeded the standard for writing, an increase of three per cent over students across Ontario.

Niagara Catholic Grade 6 students also performed better than the provincial

average in mathematics.

Sixty-four per cent of Grade 6 students in Niagara Catholic achieved Level 3 or 4 on the test, compared to 58 per cent of students in Ontario.

“Student achievement requires a commitment from all stakeholders, and we are fortunate to have wonderful partners in Catholic education,” said Board Chair Kathy Burtnik. *“Our staff and parents are committed to helping guide students toward ongoing improvement and our students are committed to achieving their personal best in all they do. The Board will continue its commitment to use the data from these tests to improve student success one student at a time.”*

System-wide PA Day

Niagara Catholic will hold a system-wide Professional Activity Day on Friday, October 7th, 2011.

The program for this event, which will take place at the Scotiabank Convention Centre, will begin with morning Mass led by Bishop Bergie. Staff will also take part in workshops geared to their specific employee group.

PIC Bylaws Introduced

In May, the Niagara Catholic Board approved a policy creating the Niagara Catholic Parent Involvement Committee (NCPIC). During the September 13th Committee of the Whole Meeting, Trustees reviewed proposed by-laws, which will govern the work of the committee.

The by-laws have been written in compliance with Ontario Regulation 330/10. They are part of the September 13th agenda at niagaracatholic.ca.

CW recommends more staff

The Committee of the Whole has recommended the approval of up to five additional elementary staff and five additional secondary for the 2011-2012 school year.

The decision is based on an increase in enrolment of approximately 116 elementary students and 230 secondary students over the enrolment projected during the creation of the 2011-2012 annual budget.

The increases would give Niagara Catholic 911 elementary and 537 secondary teachers.

Parents Reaching Out Grants

Niagara Catholic has received \$27,920 in Parents Reaching Out grants through the Ministry of Education.

This funding is for 31 projects across Niagara Catholic, including parent lending libraries, literacy and numeracy workshops, transition programs for early learners and students entering secondary school, media literacy and cyberbullying workshops and workshops aimed at improving parent-child communications. The complete list is available in the agenda for the September 13th Committee of the Whole Meeting online at niagaracatholic.ca.



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**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
SEPTEMBER 27, 2011**

PUBLIC SESSION

**TOPIC: TRUSTEE INFORMATION
CALENDAR OF EVENTS – OCTOBER 2011**

October 2011

SUN MON TUE WED THU FRI SAT

Holy Childhood Association "Niagara Catholic Charity Drive" begins
 Women's History Month

2	3	4	5	6	7	8	1
	National Family Week Oct 3-9 >>		SEAC Mtg World Teachers' Day		Elem & Sec PA Day		
9	10	11	12	13	14	15	
	Thanksgiving 	CW Mtg					
16	17	18	19	20	21	22	
	-Waste Reduction Week -National School Safety Week 17-23 >>			Annual Chairs & CSC Opening Meeting			
23	24	25	26	27	28	29	
Pilgrimage Sunday		Policy Committee & BD Mtg				Father Patrick Fogarty Awards Dinner	
30	31						
	 Halloween						



Niagara Catholic
 District School Board

Events posted at
niagaracatholic.ca

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
SEPTEMBER 27, 2011**

PUBLIC SESSION

**TOPIC: TRUSTEE INFORMATION
OCSTA LABOUR RELATIONS SEMINAR
NOVEMBER 17 & 18, 2011**

Ontario Catholic School Trustees' Association

LABOUR RELATIONS SEMINAR

DOUBLETREE BY HILTON HOTEL, TORONTO

NOVEMBER 17-18, 2011

[CLICK HERE TO
REGISTER](#)

SEMINAR OUTLINE

>> TRUSTEE PROFESSIONAL DEVELOPMENT PROGRAM:

- Human Resources Training Module

>> OTHER SESSIONS INCLUDE:

- Preparing for PDT Negotiations (Panel Discussion)
- System Principals (Eric Roher, BLG)
- Grievances, Arbitrations (Michael Hines, Hicks Morley)
- Benefits, Rising Costs & Bargaining (Mercer Consulting)
- OECTA Address to Catholic School Boards (Marshall Jarvis)
- Human Rights Challenges (Bob Keel, Keel Cotrelle)

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Ontario Catholic School
Trustees' Association

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
SEPTEMBER 27, 2011**

PUBLIC SESSION

**TOPIC: TRUSTEE INFORMATION
2012 OCSTA AGM & CONFERENCE - RESOLUTIONS &
TRUSTEE AWARD OF MERIT NOMINATION PACKAGES**



Ontario Catholic School
Trustees' Association

September 16, 2011

EMAIL TO: Chairpersons & Directors of Education
All Catholic District School Boards

FROM: Margaret Binns, Office Administrator

RE: **OCSTA Trustee Award of Merit**

Detailed information regarding matters relating to the 2012 AGM & Conference will be distributed in the coming weeks. Meanwhile, we are providing information regarding the OCSTA Trustee Award of Merit.

NOMINATION FORMS

We have outlined the categories to be addressed by the author of the nomination. The response for each category must **not** exceed one 8.5 x 11 double-spaced page or 400 words. Only information within the prescribed length will be considered. Submissions must be clearly legible and must address the categories outlined by OCSTA.

Boards are encouraged to submit nominations by email to Pam DeNobrega at pdenobrega@ocsta.on.ca. You may also submit nominations by fax (416-932-9459), by mail, or by courier.

**THE DEADLINE FOR RECEIPT OF AWARD NOMINATIONS
IN THE OCSTA OFFICE IS 12:00 P.M. EST,
JANUARY 6, 2012**

“To their Catholic school trustees, families entrust hundreds of thousands of human lives with the capability, the possibility, and finally the promise of achieving human greatness. It is these small, fragile and ultimately marvellous lives that you as a trustee are called to serve.”

BECOMING A CATHOLIC SCHOOL TRUSTEE (OCSTA PUBLICATION)

IT IS TIME TO NOMINATE YOUR CANDIDATE FOR THE OCSTA 2012 TRUSTEE AWARD OF MERIT

Once again, OCSTA is providing an opportunity for member boards or individual trustees to nominate Catholic school trustees to be publicly honoured at the provincial level. A trustee can nominate another trustee who is not from his or her own board.

All boards or individual trustees are strongly encouraged to participate in this process, which allows us to recognize at least a few of the very deserving Catholic trustees who have served Catholic education so well over the years.

CRITERIA

This award is given to those trustees who have demonstrated one or more of the following criteria:

- Have made a significant contribution to the Catholic education community while serving as a Catholic trustee.
- Have strong Catholic leadership qualities and give witness to the faith commitment.
- Have served as a Catholic trustee for a significant period of time.

This award is not a reward for long-service but this may be taken into account by the Conference Committee.

REGULATIONS

- a. The Award will be given to Catholic school trustees only.
- b. Up to three awards may be presented in one year.
- c. Current members of the OCSTA Board of Directors are not eligible to receive this award.
- d. The Conference Committee recommends their selection to the Board of Directors at the February Board of Directors' meeting. The Board of Directors makes the final selection from among all nominations.
- e. The official OCSTA Trustee Award of Merit nomination format must be used for all nominations.
- f. The response for each category must **not** exceed one 8.5 x 11 double-spaced page or 400 words. Only information within the prescribed length will be considered.

DEADLINE

The deadline date for receiving nominations in the provincial office whether by fax, courier service, regular mail or e-mail is **12:00 p.m. EST, January 6, 2012**.

The 2012 AGM & Conference will be held at the Four Points by Sheraton, Kingston from the evening of Thursday, April 26th to Saturday, April 28th. Recipients of the Award of Merit will be honoured during the Eucharistic Celebration on Saturday.

**COVER SHEET FOR NOMINATION FOR
OCSTA TRUSTEE AWARD OF MERIT**

NAME OF NOMINEE: _____

NOMINATED BY: _____

BOARD: _____

CONTACT PERSON: _____

TELEPHONE NO: _____

FAX NO: _____

This award is given to trustees who have made significant contributions to the Catholic education community. Please provide details of the nominee's contributions which, in your opinion, exceed the community's expectations of a Catholic trustee. (Worth 50 points)

This award is given to trustees with strong Catholic leadership qualities who give witness to the faith commitment. Please provide details of how this nominee's leadership qualities exemplify his/her faith commitment.
(Worth 30 points)

The term of service will be taken into consideration by the Committee. How long has the nominee served as a trustee and what positions has he/she held? (Worth 20 points)



Ontario Catholic School
Trustees' Association

P.O. Box 2064, Suite 1804
20 Eglinton Avenue West
Toronto, Ontario M4R 1K8
T. 416.932.9460 F. 416.932.9459
ocsta@ocsta.on.ca www.ocsta.on.ca

Nancy Kirby, *President*
Marino Gazzola, *Vice President*
Kevin Kobus, *Executive Director*

September 16, 2011

MEMO TO: Chairpersons and Directors of Education
All Catholic District School Boards

FROM: Margaret Binns, Office Administrator

RE: **2012 AGM & Conference Resolutions**

The 2012 OCSTA Annual General Meeting will once again offer an opportunity for delegates to consider and vote on all resolutions received from our members.

The resolution process provides member boards with the opportunity to bring important issues, which have provincial implications, to the attention of all trustees in the province.

The processing of member board resolutions is a fundamental responsibility of the Association.

Attached please find guidelines to assist you in the preparation of your resolution(s).

The deadline date for receipt of resolutions
in the OCSTA office is
January 27, 2012

Guidelines for Preparing Resolutions

To improve the effectiveness of the resolution process, we ask boards to review the following guidelines.

Resolutions are your opportunity to address problems, solutions or concerns, which affect Catholic education in Ontario. A resolution approved by the membership at the Annual General Meeting calls for priority action by OCSTA and the commitment of OCSTA resources to address the particular issue outlined in the resolution.

A. Criteria for Submitting a Resolution

A resolution should:

- a. Address an area of concern for the province's Catholic school boards.
- b. Concern a matter which requires attention or action.
- c. Be written in language appropriate for province-wide consideration (language contained in resolutions is often incorporated into subsequent communications to the government or other relevant parties).
- d. Be accompanied by substantiated rationale.
- e. Not deal with education funding issues (a separate process has been created to deal with this type of issue).

B. Steps in Preparing a Resolution

1. Identify the concern. Be sure the concern is a matter of **province-wide** scope.
2. Research and gather sufficient supporting background materials to substantiate the resolution. If the concern has been presented/dealt with in a previous resolution, review the outcome of that process to assess what changes in approach/additional information might be useful.
3. Write the resolution in the following proposed format taking care to ensure that:
 - a. Each "*Whereas*" is accompanied by adequate background material.
 - b. The "*Therefore be it Resolved*" directs OCSTA to take specific action.

C. Writing A Resolution

Structure

The resolution should be assigned a succinct title that identifies the problem or issue (or its proposed solution). There should be two parts to the resolution: a preamble followed by a resolving clause (or clauses).

1. Preamble

The preamble is a brief statement of background or rationale coming before the resolving clause(s). The purpose of the preamble is to provide information without which the point or the merits of a resolution are likely to be poorly understood.

Each clause in a preamble is written as a separate paragraph, beginning with the word "WHEREAS".

2. Resolving Clauses

A resolving clause indicates what action(s) is to be taken given the “WHEREAS” clause(s) in the preamble. If more than one action is being recommended, the “Therefore be It Resolved” portion should be divided into a), b), c), etc.

3. Submission Statement

Please include the following information in the submission statement.

[Mover’s Name]
[Seconder’s Name]
[Board Name]
[Topic]

D. **Submission Deadline Date**

The deadline date for receipt of resolutions in the OCSTA office is **January 27, 2012**. We encourage boards to submit their resolutions by email to Jane Ponte at jponte@ocsta.on.ca. The provincial office will distribute, in the delegate kits, resolutions to be presented from the floor provided a minimum of 225 copies of each resolution (and background material, if applicable) are received in the Provincial Office by **April 2, 2012**.

E. **Regulations**

See the enclosed attachment for current regulations regarding submission and presentation of resolutions at the AGM.

These guidelines (and the enclosed template) have been provided as a reference that we hope you will find useful in preparing effective resolutions for your Association and Catholic education in Ontario.

Thank you.

Template

Please **do not use** tables, text boxes or any type of graphic. The type of font to be used in this document is **Times New Roman 12pt**.

The following example is taken from a Resolution dealt with at a previous AGM and is provided for your reference.

MOVED BY: [Mover's Name] [Board Name]
SECONDED BY: [Seconder's Name]
TOPIC: [e.g. Vacancies on School Boards]

WHEREAS: from time to time a vacancy occurs in the office of a member of the board;
and

WHEREAS: according to Section 221(1) of the *Education Act*, the vacancy must be filled by either a by-election or by appointment; and

WHEREAS: boards choosing to appoint a new trustee will, most commonly, engage in an open and fair process of selection; and

WHEREAS: the *Education Act* requires that the process be fully completed within 60 days of the office becoming vacant; and

WHEREAS: the 60 day time period may encompass a part of the year (e.g. Christmas, summer months, March Break) when board operations and processes are reduced, thus making the timelines very tight and, potentially, unmanageable;

THEREFORE BE IT RESOLVED THAT:

OCSTA petition the Ministry of Education to review the section of the *Education Act* which relates to trustee vacancies with a view to extending the timeline by either increasing the number of days or altering the requirement that the process be completed within a designated number of regular school days.

If you have any questions regarding this template please contact **Jane Ponte** either by telephone at (416) 932-9460 ext. 223 or by e-mail at jponte@ocsta.on.ca.

Explanation of Committee Recommendations & Resolution Session Procedures

Resolution sessions will be conducted using “**Robert’s Rules of Order**” and the provisions of the OCSTA Constitution. The chairperson of the session will ensure compliance with their rules.

Explanation of Committee Recommendations

The Conference Committee will study the resolutions and offer recommendations on the best way to meet their intent. The recommendations and their implications are:

- i. **Approve**
The direction given in the “therefore be it resolved” section of the resolution will be carried out.
- ii. **Approve and refer to the committee for appropriate implementation.**
The resolution will be forwarded to the designated committee for implementation.
- iii. **Receive and refer to the committee for study.**
The resolution will be forwarded to the designated committee for study. Following the study and receipt of the committee’s recommendation, the Board of Directors will determine whether or not the resolution will be implemented.
- iv. **Not approve**
No action will be taken.
- v. **No action required**
The intent of the resolution has been met. No further action will be taken.
- vi. **No recommendation**
The committee is not making any recommendation with respect to the resolution.

Resolution Session Procedures

Delegates wishing to speak to a resolution must go to one of the floor microphones and state their name and the name of the board they represent.

The mover of a resolution will have the opportunity to be the first and last to speak to that resolution. Other trustees may speak **once** to a resolution.

The chairperson may declare a motion out of order giving the reasons for doing so. The chairperson’s decision may be challenged by a majority vote of those voting delegates present **at the session** when the vote is called.

Voting will be by a show of hands. Delegates carrying proxies must have and show proper identification - i.e. proxy badge. Ballots will be provided in the event that a vote by ballot is called for.

Note Re Quorum: *A quorum for the transaction of business at any general meeting of Members shall consist of not fewer than forty (40) individuals entitled to vote, present in person.*

Grouped Resolutions

- a. the chair of the session will ask for a mover and seconder to approve the **grouping** of various related resolutions.
- b. the chair of the session will ask for movers and seconders for the committee recommendation for each group.
- c. delegates will vote on the committee recommendation for each group.

Delegates may request that any resolution(s) be removed from a “group” to be handled individually. These will be addressed when the group from which they have been removed has been dealt with.

Resolutions Handled Individually

These will include resolutions removed from the groups, resolutions for which the committee has not made any recommendation and resolutions from the floor.

A. Resolutions with committee recommendations

1. The chair of the session will announce the resolution number and the name of the sponsoring board:
 - the chair will call for the sponsoring board to move and second **the committee recommendation**;
 - delegates will speak to the committee recommendation;
 - delegates will vote on the committee recommendation.
2. If the sponsoring board does not move the committee recommendation from the floor:
 - the chair will call for the sponsoring board to move their **original resolution**;
 - delegates will speak to the resolution;
 - delegates will vote on the resolution.
3. If the original resolution is not moved by the sponsoring board, the resolution will be withdrawn.

B. Resolutions without committee recommendations

1. These resolutions will be handled as follows:
 - the chair will call for the sponsoring board to move their **original resolution**;
 - delegates will speak to the resolution;
 - delegates will vote on the resolution.
2. If the original resolution is not moved by the sponsoring board, the resolution will be withdrawn.

C. Amendments from the Floor

Amendments made on the floor relate to the “therefore be it resolved” section of the resolution and **must be written out** and handed to the chairperson. The chairperson will consider the amendment and, if necessary, discuss it with the parliamentarian or others to ensure that it is clearly understood.

- the chair will **read** the amendment;
- delegates will speak to the amendment;
- delegates will vote on the amendment;
- delegates will vote on the resolution as amended.

If the amendment is defeated:

- delegates will be asked to speak to the original resolution;
- delegates will vote on the original resolution.

D. Resolutions Presented from the Floor

After resolutions presented by the committee have been dealt with, other resolutions may be presented from the floor. The following rules apply:

- 2/3 of the voting delegates present at the session must consent to consider the resolution;
- sufficient copies of the resolution (and background material) must be provided for all those present at the resolution session;
- these resolutions will be handled as outlined above.

<p>The provincial office will distribute, in the delegate kits, resolutions to be presented from the floor provided a minimum of 225 copies of each resolution (and background material, if applicable) are received in the Provincial Office by April 2, 2012.</p>
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**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
SEPTEMBER 27, 2011**

PUBLIC SESSION

**TOPIC: NOTICE OF MOTION
INCLUSIVITY POLICY ON THE HIRING PROCESS
OF SENIOR STAFF**

RECOMMENDATION

THAT the Niagara Catholic District School Board develop an Inclusive Policy on the Hiring Process of Members of Senior Staff (Supervisory Officers, Controller of Plant);

and

THAT all Trustees be involved in the final interview phase of the short listed group of applicants for position of the Supervisory Officer or Controller of Plant.

Presented By: Trustee Fera

Date Submitted: May 24, 2011

To be Presented: September 27, 2011

Date: September 27, 2011



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO THE BOARD MEETING JUNE 14, 2011

NOTICE OF MOTION INCLUSIVITY POLICY ON THE HIRING PROCESS OF SENIOR STAFF

BACKGROUND INFORMATION

Trustee Fera presented the following Notice of Motion at the April 26, 2011 Board Meeting regarding the development of an Inclusivity Policy on the Hiring Process of Senior Staff for presentation at the May 24th, 2011 Board Meeting. As per the Board Motion of May 24, 2011, this Notice of Motion was postponed to the September Board Meeting.

Whereas it seems to be a lack of clarity in the role played by trustees in the interview process.

Whereas the role of trustees is key in the Governance of Catholic Education.

Whereas the appointment of staff to Senior positions, i.e. Principals, Superintendents, Director of Education is key to fulfilling the Catholic mission of the Board

Whereas transparency and inclusivity are ideals we should all hold.

Therefore, the following Notice of Motion is being presented;

“**THAT** the Niagara Catholic District School Board develop an inclusive policy on the hiring process of Members of Senior Staff (Supervisory Officers, Controller of Plant); and
THAT all Trustees be involved in the final interview phase of the short listed group of applicants for position of the Supervisory Officer or Controller of Plant.”

RECOMMENDATION

THAT the Niagara Catholic District School Board develop an Inclusive Policy on the Hiring Process of Members of Senior Staff (Supervisory Officers, Controller of Plant);
and
THAT all Trustees be involved in the final interview phase of the short listed group of applicants for position of the Supervisory Officer or Controller of Plant.

Presented By: Trustee Fera
Date Submitted: May 24, 2011
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