



AGENDA AND MATERIAL
BOARD MEETING

TUESDAY, JUNE 15, 2010
7:00 P.M.

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

A. ROUTINE MATTERS

- | | |
|---|------|
| 1. Opening Prayers – Trustee Nieuwesteeg | - |
| 2. Roll Call | - |
| 3. Approval of the Agenda | - |
| 4. Declaration of Conflict of Interest | - |
| 5. Approval of Minutes of the Board Meeting of May 25, 2010 | A5.1 |

B. DELEGATIONS

- | | |
|---|------|
| 1. Kids Helping Kids ...Celebrating 12 Years of Contributions | B1 |
| 2. Lakeshore Catholic High School | |
| 2.1 Dancers & Jazz Band | B2.1 |
| 2.2 OFSAA Track & Field | B2.2 |
| 3. Blessed Trinity Catholic Secondary School
– Choir & Band – Musicfest Canada Gold Recipients | B3 |
| 4. Notre Dame College School OFSAA Championship | |
| 4.1 OFSAA Championship - Lacrosse | B4.1 |
| 4.2 OFSAA Championship - Tennis | B4.2 |
| 4.3 Track & Field Championship | B4.3 |
| 5. Saint Paul Catholic High School OFSAA – Varsity Girls Soccer | B5 |
| 6. Denis Morris Catholic High School Voltage Robotics | B6 |

C. COMMITTEE AND STAFF REPORTS

- | | |
|--|----|
| 1. School Excellence Program
St. Theresa Catholic Elementary School, St. Catharines | C1 |
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2. Unapproved Minutes of the Committee of the Whole Meeting of June 1, 2010 and Consideration of Recommendations	C2
2.1 Approval of Policies	
2.1.1 Anaphylaxis Policy (302.1)	C2.1.1
2.1.2 Employee Workplace Violence Policy (202.11) <i>(Currently Assault on an Employee)</i>	C2.1.2
2.1.3 Niagara Catholic Retirement & Service Recognition Celebration Policy (201.2) <i>(Currently Service Recognition Policy)</i>	C2.1.3
2.1.4 Equity and Inclusive Education Policy <i>(New) (Interim)</i>	C2.1.4
2.1.5 Religious Accommodation Policy <i>(New) (Interim)</i> <i>(Equity and Inclusive Education Policy)</i>	C2.1.5
2.1.6 Complaint Resolution Policy (800.3) <i>(Currently Handling of Complaints Policy)</i>	C2.1.6
2.1.7 Monthly Financial Reports Policy (600.3)	C2.1.7
2.1.8 Nutrition Policy (302.7)	C2.1.8
2.1.9 Student Transportation Policy (500.2)	C2.1.9
2.2 Larkin Estate Admission Awards 2010-2011	C2.2
3. Approved Minutes of the S.E.A.C. Meeting of May 5, 2010	C3
4. Special Education Plan 2010 "Building Bridges to Services 2010 and Beyond" <i>(binder under separate cover)</i>	C4
5. Ontario EcoSchools Certification 2009-2010	C5
6. Cappies Niagara 2010	C6
7. Niagara Catholic System Priorities 2009-2010 Achievement Report - Update	C7
8. Niagara Catholic Strategic Directions Priority Indicators 2010-2011	C8
9. Niagara Catholic Vision 2020 Strategic Plan - Mission Statement	C9
10. Niagara Catholic Budget 2010-2011 Update <i>(binder under separate cover)</i>	C10
11. Revised Boundary Descriptions for the Niagara Falls Elementary and Secondary Schools	C11
12. Early Learning Extended Day Program	C12
13. Executive Council Power	C13
14. H1N1 Pandemic Update – Niagara Catholic Preparation and Management	C14
15. Financial Reports	
15.1 Monthly Banking Transactions for the Month of May 2010	C15.1
15.2 Statement of Revenue and Expenditures as at May 31, 2010	C15.2

D. TRUSTEE ITEMS, OPEN QUESTION PERIOD & OTHER BUSINESS

1. Correspondence	-
2. Report on Trustee Conferences Attended	-
3. General Discussion to Plan for Future Action	
3.1 Special Board Meeting – Wednesday, July 7, 2010 – 6:00 p.m.	
- Niagara Catholic Annual Budget 2010-2011	
- Awarding of Construction Contract	
- Our Lady of Victory Catholic Elementary School	
- Blessed Trinity Catholic Secondary School	

- | | |
|--|------|
| 4. Trustee Information | - |
| 4.1 Spotlight on Niagara Catholic – June 1, 2010 | D4.1 |
| 4.2 Calendar of Events – June 2010 | D4.2 |
| 4.3 Ground Breaking Ceremony – Our Lady of Victory Catholic Elementary School | - |
| - June 25, 2010 – 9:00 a.m. | |
| 4.4 Special Closing Assemblies | - |
| - Our Lady of Fatima Catholic Elementary School, Grimsby – June 29, 2010 – 9:00 a.m. | |
| - St. Joseph Catholic Elementary School, Grimsby – June 29, 2010 – 10:30 a.m. | |
| 5. Open Question Period | - |
| <i>(The purpose of the Open Question Period is to allow members of the Catholic school supporting public to ask about items on that night's public agenda or any previous agendas, and the Board to answer and react.)</i> | |

E. NOTICES OF MOTION

F. BUSINESS IN CAMERA

G. REPORT ON THE IN CAMERA SESSION

H. FUTURE MEETINGS AND EVENTS

I. MOMENT OF SILENT REFLECTION FOR LIFE

J. ADJOURNMENT

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
JUNE 15, 2010**

**TOPIC: MINUTES OF THE BOARD MEETING OF
MAY 25, 2010**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Minutes of Board Meeting of May 25, 2010, as presented.



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

MINUTES OF THE BOARD MEETING

TUESDAY, MAY 25, 2010

Minutes of the Meeting of the Niagara Catholic District School Board, held on Tuesday, May 25, 2010, 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 Vice-Chairperson Dekker.

2. Roll Call

Moved by Trustee Charbonneau

Seconded by Trustee Nieuwesteeg

THAT the Niagara Catholic District School Board excuse Trustee Scalzi from attending the Board Meeting of May 25, 2010.

CARRIED

Trustee	Present	Absent	Excused
John Belcastro	✓		
Kathy Burtnik	✓		
Maurice Charbonneau	✓		
Gary Crole	✓		
John Dekker	✓		
Frank Fera	✓		
Ed Nieuwesteeg	✓		
Tony Scalzi			✓
Student Trustees			
Juliana Ciccarelli	✓		
Megan Grocholsky	✓		

The following staff were in attendance:

John Crocco, Director of Education; **Yolanda Baldasaro**, **Rob Ciarlo**, **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 Nieuwesteeg

THAT the Niagara Catholic District School Board approve the Agenda of the Board Meeting of May 25, 2010, 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 Meetings

5.1 April 27, 2010

Moved by Trustee Belcastro

Seconded by Trustee Nieuwesteeg

THAT the Niagara Catholic District School Board approve the Minutes of the Board Meeting of April 27, 2010, as presented.

CARRIED

5.2 May 11, 2010

Moved by Trustee Belcastro

Seconded by Trustee Nieuwesteeg

THAT the Niagara Catholic District School Board approve the Minutes of the Special Board Meeting of May 11, 2010, as presented.

CARRIED

B. DELEGATIONS

1. Saint Michael Catholic High School Mustangs Boys Hockey Team - OFSSA Silver Medalists

Yolanda Baldasaro, Superintendent of Education, welcomed Michael Sheahan, Physical & Health Education Consultant, who presented information on the accomplishments of the Saint Michael Catholic High School Mustangs Boys' Hockey Team who won a Silver Medal at OFSSA.

Mario Ciccarelli, Principal of Saint Michael Catholic High School, introduced the coaches who spoke of the dedication and hard work of the team.

Chairperson Burtnik congratulated the Saint Michael's Catholic High School Boys Hockey Team for winning the SOSSA 'A/AA' Championship.

Trustees Charbonneau, Nieuwesteeg, Fera along with Director Crocco presented the Team with Niagara Catholic "Excellence in Athletics" pins.

2. St. Denis Catholic Elementary School Saints in Motion Robotics Team

Joe Biamonte, Principal of St. Denis Catholic Elementary School, spoke briefly on the accomplishments of the Saints in Motion Robotics Teams. Members of the Team each spoke of the program and their attendance at the Provincial Championship in Oshawa in January 2010, at which they were named Champions in the Teamwork Category. They also spoke of their First Lego League World Festival in Atlanta, Georgia at which they finished in the top half of over ninety (90) teams.

Mr. Biamonte introduced the Team Coaches and thanked them for their dedication to the students.

Chairperson Burtnik, Trustee Charbonneau and Director Crocco presented the Team with Niagara Catholic "Excellence in Academics" pins.

3. Student Senate Scholarship Award

Juliana Ciccarelli presented the report on the Student Senate Scholarship Award which was initiated by the 2009-2010 Student Senate for presentation to two outstanding graduating students from Niagara Catholic's eight (8) Catholic secondary schools, with the funds being provided from each of our Catholic secondary schools.

The 2010 Student Senate Scholarship Award designed to recognize participation and excellence in academics, athletics, co-curricular activities and above all, community and Catholic involvement, was presented to Harish Aggarwal from Saint Paul Catholic High School and Tyler Pyle from Saint Michael Catholic High School.

C. COMMITTEE AND STAFF REPORTS

1. School Excellence Program - Mother Teresa Catholic Elementary School

Director Crocco provided background information on the monthly School Excellence Program. Superintendent Ciarlo introduced Blaine MacDougall, Principal of Mother Teresa Catholic Elementary School.

Principal MacDougall, with the assistance of students and staff showcased Mother Teresa Catholic Elementary School as part of the School Excellence Program.

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

2. Unapproved Minutes of the Committee of the Whole Meeting of May 11, 2010 and Consideration of Recommendations

Moved by Trustee Dekker
Seconded by Trustee Crole

THAT the Niagara Catholic District School Board approve receive the unapproved Minutes of the Committee of the Whole Meeting of May 11, 2010, as presented.

CARRIED

The following recommendations were presented for the Board's consideration from the Committee of the Whole Meeting of May 11, 2010.

2.1 Niagara Catholic Vision 2020 Strategic Plan

Director Crocco presented the report on the Niagara Catholic Vision 2020 Strategic Plan, which represents and culminates two years of prayer, dialogue and listening to over 4,700 participants which included Trustees, staff, students, parents, religious partners and a wide representation of the Catholic community. The plan and recommendations have set the path of the Niagara Catholic District School Board for the next ten years.

Director Crocco informed Trustees that with the approval of the Strategic Plan, the Board will enter “Stage 4 – Vision 2020 Strategic Plan Implementation – June 2010 to June 2020”. This Stage involves the development of the System Priority Indicators for 2010-2011 which will be presented at the June 15, 2010 Board Meeting. The Annual Indicators will align with the approved Vision 2020 Strategic Plan and presented to the Board annually for the next ten (10) years. The draft Mission Statement is in the process of being vetted with all eighty (80) Vision 2020 Strategic Planning Summit participants, administrators, Catholic School Councils, Regional Catholic School Council / CPIC, SEAC and the Diocese of St. Catharines for input and recommendations for presentation at the June 15, 2010 Board Meeting.

Chairperson Burtnik acknowledged the hard work and dedication of staff who worked on the Vision 2020.

Moved by Trustee Nieuwesteeg
Seconded by Trustee Charbonneau

THAT the Niagara Catholic District School Board approve the Niagara Catholic Vision 2020 Strategic Plan, its Vision Statements and Strategic Directions as presented.

CARRIED

2.2 Financial Reports

2.2.1 Monthly Banking Transactions

Moved by Trustee Dekker
Seconded by Trustee Belcastro

THAT the Niagara Catholic District School Board approve the Monthly Banking Transactions for the month of May 2010, as presented for information.

CARRIED

2.2.2 Statement of Revenue & Expenditures

Moved by Trustee Dekker
Seconded by Trustee Belcastro

THAT the Niagara Catholic District School Board approve the Statement of Revenue and Expenditures as at May 31, 2010, as presented for information.

CARRIED

3. Minutes of the Special Education Advisory Committee Meeting of April 7, 2010

Moved by Trustee Crole
Seconded by Trustee Charbonneau

THAT the Niagara Catholic District School Board receive the Minutes of the Special Education Advisory Committee Meeting of April 7, 2010, as presented for information.

CARRIED

4. Facility Partnerships Policy

James Woods, Controller of Plant, presented the Facility Partnerships Policy.

Moved by Trustee Charbonneau

Seconded by Trustee Nieuwesteeg

THAT the Niagara Catholic District School Board approve the Facility Partnerships Policy, as presented.

CARRIED

5. Niagara Regional Science and Engineering Fair – 2010

Superintendent Baldasaro introduced Dino Petruzzi, Chair of the Niagara Regional Science and Engineering Fair, who presented the report on the Niagara Regional Science and Engineering Fair – 2010. The fair which is a prestigious annual science event within the region sponsored by local businesses was held at Brock University. Each year over 40% of the projects are submitted by Niagara Catholic schools and students.

Various Principals introduced their students who were recipients of Divisional and Special Awards chosen by the fair judges was provided.

The Trustees along with Director Crocco presented the students with Niagara Catholic “Excellence in Academics” pins.

6. Early Learning Extended Day Program

James Woods presented the report on the Early Learning Extended Day Program. He informed Trustees that on April 27, 2010, Bill 242, “The Full Day Early Learning Statute Law Amendment Act, 2010”, was passed in the Legislature. As well as new core Early Learning Program obligations, the amendments to the *Education Act* create an obligation for boards to operate an integrated Extended Day Program for four and five year old students on instructional days, for periods before and after school.

The Niagara Catholic District School Board has received approval for funding from the Ministry of Education to implement the operation of the Early Learning and Extended Day Program at eight (8) school sites in the 2010-2011 school year. Under Bill 242, boards are responsible for setting fees for the Extended Day Program.

Trustees asked questions of clarification and discussed the second recommendation.

Moved by Trustee Belcastro

Seconded by Trustee Nieuwesteeg

THAT the Niagara Catholic District School Board approve a fee for the Extended Day Program for the 2010-2011 school year of \$8.00 per day before school and \$12.00 per day after school.

CARRIED

Moved by Trustee Dekker

Seconded by Trustee Crole

THAT the Niagara Catholic District School Board approve, if required for financial viability, the inclusion of 6 to 12 year olds in the Extended Day Program for the 2010-2011 school year.

CARRIED

7. Extended Overnight Field Trip/Excursion/Exchange Trip Approvals 2009-2010

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

8. H1N1 Pandemic – Niagara Catholic Preparation and Management

Director Crocco presented the monthly Board report on the H1N1 Pandemic – Niagara Catholic Preparation and Management.

D. TRUSTEE ITEMS, OPEN QUESTION PERIOD & OTHER BUSINESS

1. Correspondence

1.1 BEC – Congratulations on Winning Canada’s Global Best Award

Director Crocco presented a letter from the Business Education Council congratulating the Board on winning Canada’s Global Best Award. He informed Trustees that at Premier McGuinty’s request staff is currently preparing additional information of the Niagara Catholic’s receipt of this award.

2. Report on Trustee Conferences Attended

2.1 OCSTA AGM – Thunder Bay

Chairperson Burtnik along with Trustees Charbonneau and Crole provided information on the OCSTA AGM held in Thunder Bay.

3. General Discussion to Plan for Future Action

3.1 Draft Niagara Catholic Mission Statement Feedback

Director Crocco provided Trustees with information on the Draft Niagara Catholic Mission Statement Feedback. He reminded them that all feedback is due June 10, 2010.

3.2 Annual Budget 2010-2011

Director Crocco informed Trustees that the Annual Budget 2010-2011 will be presented at the June Board Meeting with the possibility of a Special Board Meeting in late June or early July to approve the 2010-2011 Budget. Superintendent Reich updated Trustees on the progress of information, forms and timelines from the Ministry of Education regarding the Budget, and informed them the Board needs to modify their submission timelines.

**3.3 OESC & Ministry of Education
PROGRAM - Equity and Inclusive Education Symposium**

Director Crocco provided Trustees with information on the OESC & Ministry of Education PROGRAM - Equity and Inclusive Education Symposium taking place Thursday, June 17th, 2010 in Toronto.

4. Trustee Information

4.1 Spotlight on Niagara Catholic – May 11, 2010

Director Crocco presented the Spotlight on Niagara Catholic – May 11, 2010 issue for Trustees’ information.

4.2 Calendar of Events – June 2010

Director Crocco presented the Calendar of Events – June 2010 for Trustees' information

5. Open Question Period

None Submitted

E. NOTICES OF MOTION

F. BUSINESS IN CAMERA

Moved by Trustee Nieuwesteeg

Seconded by Trustee Dekker

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

CARRIED

The Niagara Catholic District School Board moved into the In Camera Session of the Board Meeting at 10:05 p.m. and reconvened at 10:25 p.m.

G. REPORT ON THE IN-CAMERA SESSION

Moved by Trustee Dekker

Seconded by Trustee Crole

THAT the Niagara Catholic District School Board report the motions from the In Camera Session of the Board Meeting of May 25, 2010.

CARRIED

SECTION A: STUDENT TRUSTEES PRESENT

Moved by Trustee Crole

Seconded by Trustee Dekker

THAT the Niagara Catholic District School Board approve the Minutes of the In Camera Session of the Board Meeting - SECTION A: Student Trustees Present of April 27, 2010, as presented.

CARRIED (Item F1)

Moved by Trustee Crole

Seconded by Trustee Dekker

THAT the Niagara Catholic District School Board receive the unapproved Minutes of the In Camera Session of the Committee of the Whole Meeting - SECTION A: Student Trustees Present of May 11, 2010, as presented.

CARRIED (Item F2)

SECTION B: STUDENT TRUSTEES EXCLUDED

Moved by Trustee Charbonneau

Seconded by Trustee Belcastro

THAT the Niagara Catholic District School Board approve the Minutes of the In Camera Session of the Board Meeting - SECTION B: Student Trustees Excluded of April 27, 2010, as presented.

CARRIED (Item F4)

Moved by Trustee Charbonneau
Seconded by Trustee Belcastro

THAT the Niagara Catholic District School Board receive the unapproved Minutes of the In Camera Session of the Committee of the Whole Meeting - SECTION B: Student Trustees Excluded of May 11, 2010, as presented.

CARRIED (Item F5)

The following motions were reported from the In Camera Session of the Committee of the Whole Meeting - SECTION B: Student Trustees Excluded of May 11, 2010:

Moved by Trustee Dekker
Seconded by Trustee Crole

THAT the Niagara Catholic District School Board approve that Adrian Bishop, Deborah Guthrie, Loredana Spadafora and Steven Ward be assigned to the Principal Pool (Elementary) for a period of two years, May 25, 2010 to May 25, 2012.

CARRIED (Item F5.1.1)

Moved by Trustee Crole
Seconded by Trustee Nieuwesteeg

THAT the Niagara Catholic District School Board approve that John (Jay) Lennox and Mary–Ann McKinley be assigned to the Secondary Vice-Principal Pool for a period of two years, May 25, 2010 – May 25, 2012.

CARRIED (Item F5.1.2)

H. FUTURE MEETINGS AND EVENTS

I. MOMENT OF SILENT REFLECTION FOR LIFE

J. ADJOURNMENT

Moved by Trustee Charbonneau
Seconded by Trustee Nieuwesteeg

THAT the May 25, 2010 meeting of the Niagara Catholic District School Board be adjourned.

CARRIED

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

Minutes of the Meeting of the Niagara Catholic District School Board held on **May 25, 2010**.

Approved on the **15th** day **June 2010**.

Kathy Burtnik
Chairperson of the Board

John Crocco
Director of Education/Secretary -Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
JUNE 15, 2010**

**TOPIC: KIDS HELPING KIDS ...CELEBRATING 12 YEARS OF
CONTRIBUTIONS**

The report on Kids Helping Kids ...Celebrating 12 Years of Contributions
is presented for information

Prepared by: Yolanda Baldasaro, Superintendent of Education

Presented by: Yolanda Baldasaro, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: June 15, 2010



PRESENTATION BACKGROUND

Board Meeting
June 15, 2010

KIDS HELPING KIDS ... CELEBRATING 12 YEARS OF CONTRIBUTIONS

All students of the Niagara Catholic District School Board are to be congratulated for their participation in the “KIDS HELPING KIDS” project in support of the Niagara Peninsula Children’s Centre. At the Board Meeting on June 15, 2010 a cheque for \$35,573.51 will be presented to Jim Marino of the Children’s Centre.

This year marks 12 years of contributions from all our schools in the Niagara Catholic District School Board. Our students in the Niagara Catholic District School Board gathered together in an outpouring of generosity.

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

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

Prepared by: Yolanda Baldasaro, Superintendent of Education

Presented by: Yolanda Baldasaro, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: June 15, 2010

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
JUNE 15, 2010**

**TOPIC: LAKESHORE CATHOLIC HIGH SCHOOL
DANCERS & JAZZ BAND**

Prepared by: Yolanda Baldasaro, Superintendent of Education

Presented by: Yolanda Baldasaro, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: June 15, 2010



PRESENTATION BACKGROUND

Board Meeting
June 15, 2010

LAKESHORE CATHOLIC HIGH SCHOOL DANCERS & JAZZ BAND

This past May, during Catholic Education Week the Lakeshore Catholic Arts Department staged a production of the Musical **FOOTLOOSE**. Based on the popular 80's film of the same name and featuring the memorable music from the movie including Kenny Loggins smash hit "Footloose", the musical showcases all the best of the 80's and the reality of teenage life. The story kicks off when a city kid, Ren, is forced to move to a small town after his parents divorce. The culture shock of living in a town that outlaws music and dancing is more than he can handle and he sets out to bring the town into the 20th Century.

This year's musical was a smash hit, and was greatly supported by the Lakeshore Catholic community and many arts patrons from the entire Niagara Region. The production showcased the talents of many Lakeshore Catholic High School students; from the acting and singing talents of our drama and vocal music students, the playing talents of our instrumental music students, our dancers, art students who painted set, audio/video and tech media students who designed the posters and logo and our construction technology students who helped in designing and building the sets and props, all areas of the school were well represented.

Tonight Lakeshore Catholic is proud to offer a sample performance from this year's musical as well as an additional performance by the Lakeshore Catholic High School Jazz Band.

Performing the song "**Mama Says**" are Chris Madronich, Thomas Ciolfi and Paul Saccone. Performing the Song "**Almost Paradise**" are Thomas Ciolfi and Keri Bishop. They will be accompanied by Mrs. Loreen Mikalak and Michelle Wielink, under the vocal direction of Mr. Andy Smith assisted by Footloose Director Ms. Rosalynn Aliberti.

Members of the LCHS Jazz band include: Caleb Daniels, Eli Dwor, Michelle Wielink, Jenna Barnes, Chris Notarianni, Myles McLucas, Chris Madronich, Michelle Pelligrino, David Ahumada, Alex Bizley, Erika Frey, Jane Weaver, Dan Stambula, Jeff Carpenter, Dylan Hoover

They will be performing two numbers this evening under the direction of Mrs. Loreen Michalak.

Prepared by: Yolanda Baldasaro, Superintendent of Education

Presented by: Yolanda Baldasaro, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: June 15, 2010

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
JUNE 15, 2010**

**TOPIC: LAKESHORE CATHOLIC HIGH SCHOOL
OFSSA TRACK & FIELD**

Prepared by: Yolanda Baldasaro, Superintendent of Education
Presented by: Yolanda Baldasaro, Superintendent of Education
Approved by: John Crocco, Director of Education
Date: June 15, 2010



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

PRESENTATION BACKGROUND

Board Meeting
June 15, 2010

LAKESHORE CATHOLIC HIGH SCHOOL OFSAA TRACK & FIELD

Chris Miedema is gracious, honorable and humble in both victory and in defeat. He is a true sportsman that came to Lakeshore Catholic five years ago. At that time he was not seen by his coaches as the aspiring athlete that he has become today. These past few years he has not only grown into a nice young man, but has repeatedly shown his Catholic values, his respect for others, his sense of fair play, his determination, his grit and his perseverance as both an academic and an athlete on and off the field of competition.

His true character was especially evident last year at the 2009 OFSAA Championships where an expected birth into last years Senior Boys 800 meter final was cut short by a tactical error in the heats. A fire was sparked that day, leading to the OFSAA gold medalist that we see in front of us today.

This year's journey began in the fall during the Cross Country season. Chris used Cross Country as a platform for his training that lead to a spot at the OFSAA Track and Field championship. This past spring he was undefeated throughout the Track and Field season as he competed at Zone, SOSSA, and South Regionals in the Senior Boys 4 x 100 meter relay, Senior Boys Open 4 X 400 meter relay, Senior Boys 1500 meters and Senior Boys 800 meter. At OFSAA he focused his athletic endeavors on the heats and finals of the Senior Boys 800 meter. It was this focus and determination that lead to a gold medal in the Senior Boys 800m with a winning time of 1min52.51 sec.

His Catholic life journey will now take him beyond the hallways and track of Lakeshore Catholic to DePaul University in Chicago, Illinois, the largest Catholic University in the United States, where Chris will study mathematics on a Track Scholarship.

Coaches Jim Jones, Mike Girardo and Rosalynn Aliberti are very Proud of Chris Miedema.

Prepared by: Yolanda Baldasaro, Superintendent of Education

Presented by: Yolanda Baldasaro, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: June 15, 2010

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
JUNE 15, 2010**

**TOPIC: BLESSED TRINITY CATHOLIC SECONDARY SCHOOL
CHOIR & BAND – MUSICFEST CANADA GOLD RECIPIENTS**

Prepared by: Yolanda Baldasaro, Superintendent of Education

Presented by: Yolanda Baldasaro, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: June 15, 2010



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

PRESENTATION BACKGROUND

Board Meeting
June 15, 2010

BLESSED TRINITY CATHOLIC SECONDARY SCHOOL CHOIR & BAND – MUSICFEST CANADA GOLD RECIPIENTS

The Blessed Trinity Choir and Band recently traveled to Ottawa for Musicfest Canada - a National Musicfestival which recognizes regionally recommended ensembles from across the country. This year both the Blessed Trinity Band and Choir merited GOLD standards in their performance. They were the only Catholic high school to achieve this high standard in both the choral and instrumental division. We are tremendously proud of their success. The Blessed Trinity band and choir are extra-curricular non-auditioned groups including students from Grade 9 to 12. In addition to music festivals, biannual concerts and school functions the Blessed Trinity music program performs abroad - most recently in New Orleans and hope to sing and play in Scotland in May of 2011!

Prepared by: Yolanda Baldasaro, Superintendent of Education

Presented by: Yolanda Baldasaro, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: June 15, 2010

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
JUNE 15, 2010**

**TOPIC: NOTRE DAME COLLEGE SCHOOL
OFSSA LACROSSE CHAMPIONSHIP**

Prepared by: Yolanda Baldasaro, Superintendent of Education
Presented by: Yolanda Baldasaro, Superintendent of Education
Approved by: John Crocco, Director of Education
Date: June 15, 2010



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

PRESENTATION BACKGROUND

Board Meeting
June 15, 2010

NOTRE DAME COLLEGE SCHOOL LACROSSE TEAM

The lacrosse program at Notre Dame has been in existence for five (5) years. The team has enjoyed great success and has won three (3) consecutive SOSSA Championships heading into the 2010 season. As well the team has participated in the last three OFSAA Championships where they were seeded 8th, 6th, & 7th and each of the last three years the team made it as far as the quarter finals before being eliminated. The team is coached by Agi Mete and Tina Turner.

The 2010 team was comprised of 33 girl's from Grades 9 through 12. This season the team enjoyed its best year ever with an impressive 30-win, 7-loss, & 1-tie season. Over the course of the year, the Lady IRISH were finalists in two tournaments & won a major tournament in Brampton. The team also competed in Buffalo & Rochester, NY and a major tournament in Cleveland, Ohio where they placed 5th.

On May 26th & 27th, 2010 Notre Dame College School was the official host of the 2010 OFSAA Provincial Cup of Girl's Lacrosse. The tournament featured the top 12 high school girl's lacrosse teams in Ontario all competing for the 2010 Ontario Championships. The Championships were all held at the Welland Soccer Club. The Notre Dame Lady IRISH were seeded 3rd going into the tournament. In opening round play Notre Dame defeated Fr. Patrick Fogarty High School of Orillia 12-5 & St. Mary's High School of Hamilton 15-1. In the quarter finals the IRISH played the 6th seed, Lorne Park High School of Mississauga and were winners by a score of 10-7. In the semi-finals the IRISH played the 2nd seed Celtics of Sinclair High School and in an exciting game the IRISH won 10-9 in overtime. In the Gold medal game, the IRISH were finally defeated by the #1 seed Bears of Orangeville District Secondary School losing 15-8. The silver medal at the Ontario Championships caps an incredible season for the IRISH.

Prepared by: Yolanda Baldasaro, Superintendent of Education

Presented by: Yolanda Baldasaro, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: June 15, 2010

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
JUNE 15, 2010**

**TOPIC: NOTRE DAME COLLEGE SCHOOL
OFSAA TENNIS CHAMPIONSHIP**

Prepared by: Yolanda Baldasaro, Superintendent of Education
Presented by: Yolanda Baldasaro, Superintendent of Education
Approved by: John Crocco, Director of Education
Date: June 15, 2010



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

PRESENTATION BACKGROUND

Board Meeting
June 15, 2010

NOTRE DAME COLLEGE SCHOOL TENNIS CHAMPION

Erica Pisani-Konert has played tennis for Notre Dame College School for the past four years.

During that time, she has won 4 Zone III championships, 4 SOSSA championships and 2 OFSAA championships.

Last year she won a gold medal at OFSSA playing ladies' doubles. This year she won another gold medal at OFSAA in Ladies' Singles.

In four years of tennis, Erica remains undefeated!

Scholastically, Erica is an honours student with future aspirations in computer programming and artificial intelligence.

Prepared by: Yolanda Baldasaro, Superintendent of Education

Presented by: Yolanda Baldasaro, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: June 15, 2010

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
JUNE 15, 2010**

**TOPIC: NOTRE DAME COLLEGE SCHOOL
TRACK & FIELD CHAMPIONSHIP**

Prepared by: Yolanda Baldasaro, Superintendent of Education
Presented by: Yolanda Baldasaro, Superintendent of Education
Approved by: John Crocco, Director of Education
Date: June 15, 2010



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

PRESENTATION BACKGROUND

Board Meeting
June 15, 2010

NOTRE DAME COLLEGE SCHOOL TRACK & FIELD CHAMPIONSHIP

Sarah Moss achieved GOLD and broke the OFSAA record in Junior Girls' discus.

Sarah also achieved BRONZE in the Junior Girls' Shotput.

Prepared by: Yolanda Baldasaro, Superintendent of Education

Presented by: Yolanda Baldasaro, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: June 15, 2010

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
JUNE 15, 2010**

**TOPIC: SAINT PAUL CATHOLIC HIGH SCHOOL OFSAA
VARSITY GIRLS SOCCER**

Prepared by: Yolanda Baldasaro, Superintendent of Education

Presented by: Yolanda Baldasaro, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: June 15, 2010



PRESENTATION BACKGROUND

Board Meeting
June 15, 2010

SAINT PAUL CATHOLIC HIGH SCHOOL OFSAA VARSITY GIRLS SOCCER

The Saint Paul Varsity Girls Soccer Team are Provincial Champions!

For the second time in four years the Saint Paul Varsity Girls Soccer team has won the Gold medal at OFSAA. The Lady Patriots defeated Nepean from Ottawa 3-1; St. Joseph from Barrie 3-0; Lockerby from Sudbury 5-0; and Martingrove from Etobicoke 4-0 to wrap up round robin play. Ranked first in their division, the Lady Patriots then defeated the number #4 seed East Elgin from Alymer 2-0 in the quarter finals. In the semi finals the Lady Patriots defeated a very tough and very French, Ecole Louis Riel from Ottawa in a sudden death penalty shoot out 6-5 to advance to the finals. In the finals your #3 seed Saint Paul Patriots met the #2 seed Northern CI from Sarnia. Still riding the emotional high from their shoot out victory the Lady Patriots defeated Northern CI 2-0, to win the Gold Medal and to cement their claim as the best AAA varsity girls soccer team in the province.

The coaches would like to congratulate our graduating players: Kristen Baldinelli, Lisa Fossey, Lindsey Gilliss-Lapp, Lauren Kafal, Alex Pasco, Ann Stranges, Victoria Vaccaro, Sara Vitaterna and Kara Young. It has been quite a journey and all of you have left your mark on this very strong and very successful program. The leadership and love you showed the others will never be forgotten and the bonds of friendship made between the players on this team will last a life time. The returning players are Ally Baldassarro, Katie Casucci, Taylor Girhney, Brittney Haanapel, Krista Lopoyda, Alexa Maccarone, Madelyn Morgan, Tanya Paladino, Alicia Pappaianni, Krystina Ruml and Sydney Santin. We are happy that these players will be back and it looks very promising for the another successful soccer season.

Some statistical information about the team: 4-0 in regular season play; 2-0 at SOSSA, 7-0 at OFSAA; Brock Tournament Champs; 3 goals against all season long!

A 20 win- 1 loss season, only allowing 3 total goals against in 21 games played, and the Brock University tournament champions is simply, amazing! Congratulations to a very successful and classy group of athletes and remember ladies "one team, one goal, one outcome!"

Prepared by: Yolanda Baldasaro, Superintendent of Education

Presented by: Yolanda Baldasaro, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: June 15, 2010

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
JUNE 15, 2010**

**TOPIC: DENIS MORRIS CATHOLIC HIGH SCHOOL
VOLTAGE ROBOTICS**

Prepared by: Yolanda Baldasaro, Superintendent of Education

Presented by: Yolanda Baldasaro, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: June 15, 2010



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

PRESENTATION BACKGROUND

Board Meeting
June 15, 2010

DENIS MORRIS CATHOLIC HIGH SCHOOL HIGH VOLTAGE ROBOTICS

It was another successful season for the Denis Morris Catholic High School Voltage Robotics Team. In just their second year of competition the team has made tremendous strides in producing a competitive robot for this years challenge. They competed at the FIRST ROBOTICS Finger Lakes Regional event in Rochester, NY on March 4-6 and the Greater Toronto Regional event on April 1-3 at the Hershey Centre in Mississauga, Ontario.

This year's challenge was based on the format of a soccer game. The team had to create and build from the ground up a robot in an allotted six week build period that could score soccer balls into 2 goals within a predetermined time. During the Rochester event the team made it to the quarter finals, their first time to the elimination rounds, and finished 7th out of 48 teams which prepared the team for the upcoming prestigious Toronto competition. After two days of grueling qualifying in Toronto, the team was ranked fourth out of 52 teams from across Canada and the Eastern US. Going into eliminations the High Voltage Team went as far as the semi finals which was quite an accomplishment for a sophomore team competing against many experienced teams and past winners of this event. They finished 4th overall and also brought home the prestigious Engineering Excellence Award for the quality and design of their robot that the students and mentors crafted for this year's challenge.

The students worked vigorously and effectively throughout the six week build season with the guidance of industry mentors and Dennis Morris teachers whose focus was to promote team spirit, gracious professionalism and maturity, and the ability to overcome obstacles which is the foundation of FIRST Robotics.

All involved in this successful season should be proud of their overall commitment and experience and we are looking forward to the challenge that next year's competition will bring. A special thank you is given to all of our sponsors, Niagara Catholic District School Board, Denis Morris Catholic High School, mentors and parents for their support and guidance throughout this season.

Prepared by: Yolanda Baldasaro, Superintendent of Education

Presented by: Yolanda Baldasaro, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: June 15, 2010

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
JUNE 15, 2010**

**TOPIC: SCHOOL EXCELLENCE PROGRAM
ST. THERESA CATHOLIC ELEMENTARY SCHOOL
ST. CATHARINES**



Niagara Catholic
District School Board

Catholic School Profile

St. Theresa

Principal
Mary-Clare Cavasin
58 Seymour Avenue
St. Catharines, Ontario
L2P 1A7
905.682.0244

Niagara Catholic District School Board

October 2009

Director of Education

John Crocco

Superintendent of Education

Robert Ciarlo

Catholic Education Centre

427 Rice Road
Welland, Ontario
L3C 7C1
905.735.0240
Fax 905.734.8828

Parish

Fr. Christopher Gillen
St. Patrick Church
31 Chestnut Street, East
St. Catharines, ON L2T 1G8

Board Mission

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

School Mission Statement

"We, the staff of St. Theresa School serve as models while we encourage and challenge each student to be a witness to his/her faith and join with us on our journey to Christ. While recognizing the unique gifts and talents of each student, we will strive to instill mutual respect for each other and develop the knowledge, skills and values of each child in order that he/she may realize his/her full potential as a contributing member of society."

School Motto or Theme

"Companions on the Journey"

Who We Are

In 1972 St. Theresa School opened its' doors on Seymour Avenue to serve the students in the Merriton community of St. Catharines. An addition of two classrooms was later added. St. Theresa School is an open concept school with some contained classrooms. Presently the Kindergarten and grade one classrooms are situated in contained classrooms. The open area is the learning area for grades two to eight. The library and the computer area are situated in the centre of the open area. The school currently has a population of 173 students from Junior Kindergarten to Grade 8.

The St. Patrick Catholic Church is our parish. School Masses and Sacraments are celebrated at St. Patrick Church. Our curriculum and school activities are anchored in our Roman Catholic faith.

Together we journey as a Catholic community on the road to religious, academic, physical, and social development.

What We Stand For

Community Projects

The St. Theresa Community is dedicated to the development of our students' social conscience through involvement in projects: Fundraising for Terry Fox, Holy Childhood Association and the Niagara Peninsula Children's Centre. We collect food for The St. Vincent De Paul Society and support additional charity associations.

With the assistance of The Niagara Peninsula Conservation Authority and our parents we have planted an Eco-Garden and participate in the Mayor's Clean Sweep.

Special Activities/Programs

We provide opportunities for our students to experience a variety of programs.

Adopt a School Program with the Niagara Ice Dogs, Roots of Empathy, Curriculum Night, Healthy Schools, Milk Program, Grade 4 Swimming Program, Shrove Tuesday, Public Speaking, School Drama production, Professional Drama Productions, Fun Fair / Play Day, and Talent Show.

We offer a variety of presentations from community groups and guest speakers.

Co-curricular sports include Baseball, Soccer, Volleyball, Basketball, Chess, and Track and Field.

Ideals, Values and Commitments

As Catholic Educators we believe each student is a gift from God worthy of the love and respect from others.

As Gospel people, we dedicate ourselves to provide a kind, caring, safe and loving school environment where each child can reach his/her potential.

In May and June of 2009, the EQAO Primary and Junior Assessments of Reading, Writing and Mathematics were administered. The results of these provincial assessments were released in September 2009. Students who have achieved a Level 3 or 4 on an EQAO Assessment have achieved the Provincial Standard as established by the Ontario Government.

The Niagara Catholic District School Board is celebrating the achievement of students in Grades 3 and 6 for exceeding the provincial averages in the EQAO Assessments of Reading, Writing and Mathematics. Our commitment to quality Catholic Education, and to the achievement of each individual child, has been demonstrated by the participation of 99% of all Grade 3 and Grade 6 students in the EQAO Primary and Junior Assessments.

The Niagara Catholic District School Board continues to facilitate Student Achievement on the EQAO Assessments through the dedicated and coordinated efforts of its staff through continuous School and Board Improvement Planning initiatives.

Niagara Catholic System Priorities:

- Nurturing our Distinctive Catholic Education
- Improving Student Achievement
- Building Capacity with Trustees, Administrators, Staff and Parents
- Improving Efficiencies in the Structure and Operations of the System to Maximize Performance

EQAO Background Information

The Education Quality and Accountability Office (EQAO) tests students' skills in reading, writing and mathematics at key points in their elementary-school education. Students are tested twice:

- at the end of Grade 3, to assess what they've learned throughout the Primary Division (Grades 1–3)
- at the end of Grade 6, to assess what they've learned throughout the Junior Division (Grades 4–6).

Why does Ontario conduct province-wide tests of reading, writing and mathematics?

In 1995, Ontario's Royal Commission on Learning recommended such tests for Ontario students. The Commission made this recommendation after consulting with parents, educators, students and others who wanted greater accountability and assurances of quality in the publicly funded education system.

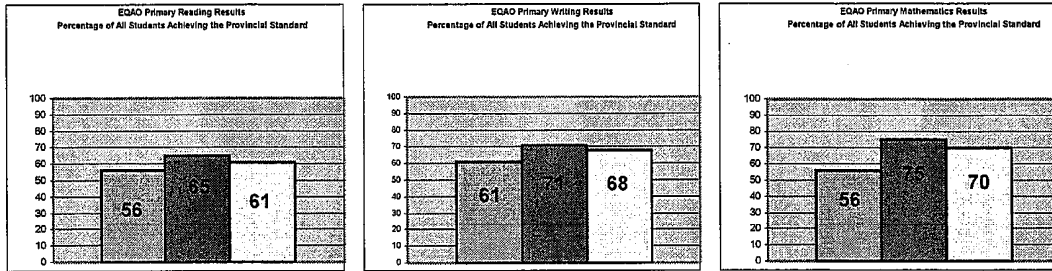
What do EQAO results tell me about my child?

EQAO test results provide a snapshot of your child's achievement in relation to the provincial standard. Students meeting or exceeding the standard (Levels 3 and 4) have demonstrated most or all of the required reading, writing and mathematics knowledge and skills expected at this stage in their education. However, no single test can offer a complete or definitive picture of what your child has learned. In the end, no one better understands the true measure of your child's abilities and knowledge—or is in a better position to assess them—than his or her classroom teacher. When used together, the results of EQAO and classroom tests provide a more complete picture of your child's knowledge.

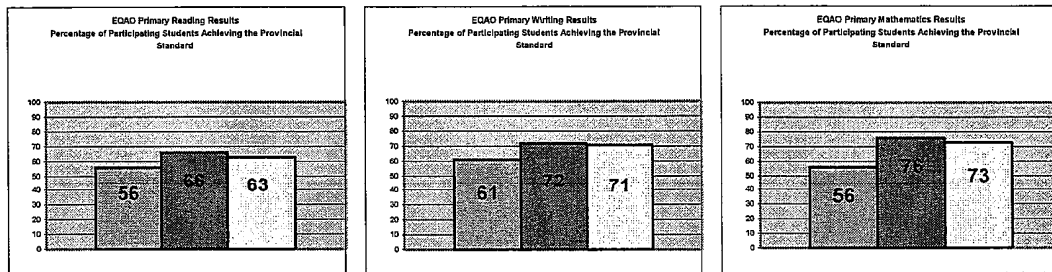
(A Parent's Guide to EQAO Testing, EQAO, September 2009)

EQAO Primary Assessments of Reading, Writing and Mathematics Results

All Students (including Exempted and No-Data Students)

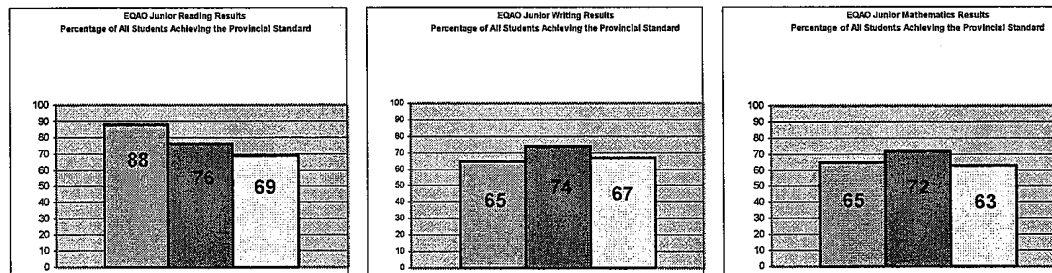


Participating Students (excluding Exempted and No-Data Students)

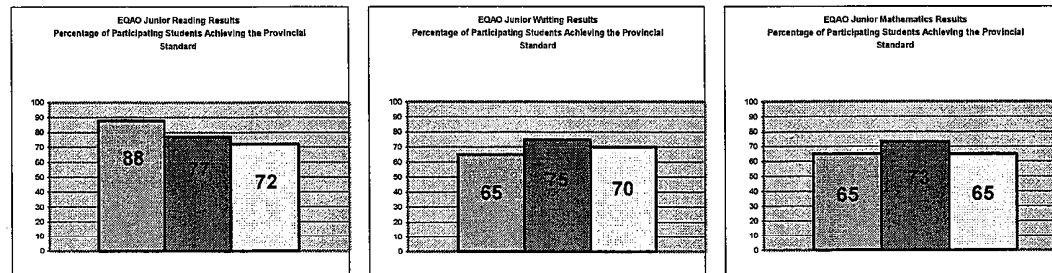


EQAO Junior Assessments of Reading, Writing and Mathematics Results

All Students (including Exempted and No-Data Students)



Participating Students (excluding Exempted and No-Data Students)



School
 Board
 Province

Board System Priority**Improving Student Achievement**

- To reduce the gap in student achievement by focusing on increasing Niagara Catholic's "16 by 16" achievement level an average of 3% and the Board graduation rate an average of 2% by June 2010.
- To improve student achievement by focusing on increasing Niagara Catholic's EQAO scores and the OSSLT achievement results an average of 2% by June 2010.
- To develop a Niagara Catholic Assessment, Evaluation and Reporting K-12 Document that will complement and comply with the Ministry of Education Assessment, Evaluation and Reporting Policy by June 2010.
- To sustain literacy and numeracy initiatives and implement programs to improve student achievement and pathway success, Kindergarten to Graduation, as outlined in Board and School Improvement Plans.

Board Improvement Planning**SMART Goals**

Niagara Catholic has developed SMART Goals in the Four Pillars of Student Success:

Literacy: To improve student achievement on the EQAO Primary and Junior Reading and Writing Assessments and the

OSSLT through data analysis, targeted interventions and instructional strategies to increase the number of students who achieve the Provincial Standard by 2% by June 30, 2010.

Numeracy: To improve student achievement on the EQAO Primary and Junior Mathematics Assessment and the Grade 9 Assessment of Mathematics (Academic and Applied) through data analysis, targeted interventions and instructional strategies to increase the number of students who achieve the Provincial Standard by 2% by June 30, 2010

Pathways: To improve student achievement by targeting instructional supports, programs, strategies and resources that support student transition:

- from home to school entry
- between elementary divisions
- between elementary and secondary panels
- to post secondary destinations

in order to reduce learning gaps and to improve the high school graduation rate by 2% by June 30, 2010.

Faith, Community, Culture, and Caring: To improve student achievement by continuing to foster a safe, equitable and inclusive learning environment that

- ensures the distinctive nature of Catholic education
- reflects the Ontario Catholic School Graduate Expectations
- employs focused interventions

to reduce the overall number of suspensions by 2% by June 30, 2010.

St. Theresa Catholic Elementary School Improvement Planning**Literacy**

- To improve student daily achievement in student reading and writing (including achievement on EQAO Primary and Junior Assessments) by 2% through data analysis, targeted interventions, and instructional strategies by June 30, 2010.

Numeracy

- To improve student daily achievement in student mathematics (including achievement on EQAO Primary and Junior Assessments) by 2% through data analysis, targeted interventions, and instructional strategies, by June 30, 2010

Pathways

- To improve student achievement by targeting instructional supports, programs, strategies and resources which support student transition from home to school, across the divisions, from elementary to secondary in order to communicate the message of success and achievement at the elementary and secondary school levels.

Faith, Community, Culture and Caring

- To provide and foster a safe, equitable, inclusive and respectful learning environment which ensures the distinctive nature of Catholic education, reflects the Ontario Catholic School Graduate Expectations and employs a positive intervention focus to support student achievement.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
JUNE 15, 2010**

**TOPIC: UNAPPROVED MINUTES OF THE COMMITTEE OF THE
WHOLE MEETING OF JUNE 1, 2010**

RECOMMENDATION

THAT the Niagara Catholic District School Board receive the unapproved Minutes of the Committee of the Whole Meeting of June 1, 2010, as presented.

The following recommendations are being presented for the Board's consideration from the Committee of the Whole Meeting of June 1, 2010.

2.1 Approval of Policies

2.1.1 Anaphylaxis Policy (302.1)

THAT the Niagara Catholic District School Board approve the Anaphylaxis Policy (302.1), as presented.

**2.1.2 Employee Workplace Violence Policy (202.11)
(Currently Assault on an Employee)**

THAT the Niagara Catholic District School Board approve the Employee Workplace Violence Policy (202.11), as presented.

**2.1.3 Niagara Catholic Retirement & Service Recognition
Celebration Policy (202.2)**

THAT the Niagara Catholic District School Board approve the Niagara Catholic Retirement & Service Recognition Celebration Policy (202.2), as presented.

2.1.4 Equity and Inclusive Education Policy (New) (Interim)

THAT the Niagara Catholic District School Board approve the Equity and Inclusive Education Policy (New) (Interim), as presented.

**2.1.5 Religious Accommodation Policy (New) (Interim)
(Equity and Inclusive Education Policy)**

THAT the Niagara Catholic District School Board approve the Religious Accommodation Policy (New) (Interim) (*Equity and Inclusive Education Policy*), as presented.

**2.1.6 Complaint Resolution Policy (800.3)
(Currently Handling of Complaints)**

THAT the Niagara Catholic District School Board approve the Complaint Resolution Policy (800.3), as presented.

2.1.7 Monthly Financial Reports Policy (600.3)

THAT the Niagara Catholic District School Board approve the Monthly Financial Reports Policy (600.3), as presented.

2.1.8 Nutrition Policy (302.7)

THAT the Niagara Catholic District School Board approve the Nutrition Policy (302.7), as presented.

2.1.9 Student Transportation Policy (500.2)

THAT the Niagara Catholic District School Board approve the Student Transportation Policy (500.2), as presented.

2.2 Larkin Estate Admission Awards 2010-2011

THAT the Niagara Catholic District School Board approve the payment of \$9,000.00 for Larkin Estate Admission Awards at \$500.00 per eligible student, as presented.



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING TUESDAY, JUNE 1, 2010

Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, June 1, 2010, 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 Dekker.

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayers were led by Trustee Fera.

2. Roll Call

Director Crocco welcomed new Student Trustees Shelby Levesque, Grade 11 student at Saint Paul Catholic High School and Patrick Fowler, Grade 11 student at Denis Morris Catholic High School and gave a brief background on each of the students.

Director Crocco expressed appreciation to Juliana Ciccarelli and Megan Grocholsky for their dedication to their roles as Student Trustees during the past school year and wished them all the best in their future endeavours.

Trustee	Present	Absent	Excused
John Belcastro	✓		
Kathy Burtnik	✓		
Maurice Charbonneau	✓		
Gary Crole	✓		
John Dekker	✓		
Frank Fera	✓		
Ed Nieuwesteeg	✓		
Tony Scalzi	✓		
Student Trustees			
Juliana Ciccarelli	✓		
Megan Grocholsky	✓		

The following staff were in attendance:

John Crocco, Director of Education; **Yolanda Baldasaro**, **Rob Ciarlo**, **Lee Ann Forsyth-Sells**, **Frank Iannantuono**, Superintendents of Education; **Larry Reich**, Superintendent of Business & Financial Services; **James Woods**, Controller of Plant; **Khayyam Syne**, Administrator of Staff Development; **Mark Lefebvre**, 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 Scalzi

THAT the Committee of the Whole approve the Agenda of the Committee of the Whole Meeting of June 1, 2010, 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 May 11, 2010**

Moved by Trustee Belcastro

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of May 11, 2010, as presented.

CARRIED

B. PRESENTATIONS

C. COMMITTEE AND STAFF REPORTS

1. **Policy Committee**

1.1 **Unapproved Minutes**

Policy Committee Meeting – May 25, 2010

Moved by Trustee Burtnik

THAT the Committee of the Whole receive the unapproved Minutes of the Policy Committee Meeting of May 25, 2010, as presented.

CARRIED

1.2 **Approval of Policies**

1.2.1 **Anaphylaxis Policy (302.1)**

Moved by Trustee Belcastro

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Anaphylaxis Policy (302.1), as presented.

CARRIED

1.2.2 **Employee Workplace Violence Policy (201.11)**
(Currently Assault on an Employee Policy)

Moved by Trustee Belcastro

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Employee Workplace Violence Policy (201.11), Policy, as presented.

CARRIED

1.2.3 **Niagara Catholic Retirement & Service Recognition Celebration Policy (201.2)**
(Currently Service Recognition Policy)

Moved by Trustee Belcastro

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Niagara Catholic Retirement & Service Recognition Celebration Policy (201.2), as presented.

CARRIED

1.2.4 **Equity and Inclusive Education Policy (New) (Interim)**

Moved by Trustee Belcastro

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Equity and Inclusive Education Policy (New) (Interim), as presented.

CARRIED

1.2.5 **Religious Accommodation Policy (New) (Interim)**
(Equity and Inclusive Education Policy)

Moved by Trustee Belcastro

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Religious Accommodation Policy (New) (Interim) Equity and Inclusive Education Policy), as presented.

CARRIED

1.2.6 **Complaint Resolution Policy (800.3)**
(Currently Handling of Complaints Policy)

Moved by Trustee Belcastro

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Complaint Resolution Policy (800.3), as presented.

CARRIED

1.2.7 **Monthly Financial Reports Policy (600.3)**

Moved by Trustee Belcastro

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Monthly Financial Reports Policy (600.3), as presented.

CARRIED

1.2.7 Nutrition Policy (302.7)

Moved by Trustee Belcastro

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Nutrition Policy (302.7), as presented.

CARRIED

1.2.9 Student Transportation Policy (500.2)

Moved by Trustee Belcastro

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Student Transportation Policy (500.2), as presented.

CARRIED

1.3 Policy Development Update

Director Crocco presented the Policy Development Update.

2. Niagara Catholic Chess Instructional Program

Yolanda Baldasaro, Superintendent of Education-Student Achievement, welcomed Mark Lefebvre, Administrator-School Effectiveness Framework who introduced the Niagara Catholic Chess Instructional Program. Andy Cipro, Principal, St. Edward Catholic Elementary School, presented information on the Niagara Catholic Chess Instructional Program and highlighted the various elementary and secondary schools chess tournaments that were held during the months of March and April, 2010. The Elementary Program consists of 118 Chess Teams, totaling 708 students and the Secondary Program consists of 32 Teams totaling 192 students.

3. Skills Ontario Competition 2010 / Skills Canada Competition 2010

Superintendent Baldasaro welcomed Marco Magazzeni, Consultant-Technology/Specialist High Skills Major, who presented the report on the Skills Ontario Competition 2010/Skills Canada Competition.

Mr. Magazzeni informed Trustees that Team Niagara Catholic was well represented at both the Ontario Skills Competition and the Canadian Nationals, at which they earned gold and bronze medals, and he introduced the awarding winning students.

4. Annual Niagara Catholic Graduation Celebration

Director Crocco presented information and Trustees viewed a DVD highlighting the Annual Niagara Catholic Graduation Celebration which took place Thursday May 20, 2010. at the Niagara Regional Fairgrounds in Welland.

5. Niagara Catholic Virtues Education Visual Model

Superintendent Baldasaro welcomed Terri Paucio, Program Consultant – Religion and Family Life, who introduced the report on the Niagara Catholic Virtues Education Visual Model. Based on the Ontario Bishops' suggestion that the Catholic Education community return to the language and story of the Virtues, the theological virtues of love (charity), hope and faith, and the cardinal virtues, justice, prudence, temperance and fortitude, a system-wide commitment to Virtues education has developed within Niagara Catholic.

6. Staff Development Department Professional Development Opportunities

Khayyam Syne, Administrator of Staff Development, welcomed Margaret Marion, Principal of St. Peter Catholic Elementary School and Melissa Maney-Worden, teach at St. Alfred Catholic Elementary School who presented the report on the Staff Development Department Professional Development Opportunities for information.

7. Research Projects in the Niagara Catholic District School Board for the 2009-2010 School Year

Lee Ann Forsyth-Sells, Superintendent of Education, and Robert DiPersio, Administrator of Special Projects, presented the report on the Research Projects in the Niagara Catholic District School Board for the 2009-2010 School Year.

Trustees were informed that Niagara Catholic's Research Projects Policy, along with its Administrative Guidelines, and the Research Ethics Review Committee process have been presented as a model for other school boards to consider in developing their own research policies and procedures.

8. Larkin Estate Admission Awards 2010-2011

Superintendent Baldasaro presented the Larkin Estate Admission Awards 2010-2011 report.

Moved by Trustee Burtnik

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

CARRIED

9. H1N1 Pandemic – Niagara Catholic Preparation and Management

Director Crocco presented the monthly Board report on the H1N1 Pandemic – Niagara Catholic Preparation and Management.

10. Monthly Updates

10.1 Student Trustees' Update

Juliana Ciccarelli and Megan Grocholsky, Student Trustees, gave a brief verbal update on the activities of the Student Senate and expressed their pleasure at having served as Student Trustees of the Board.

Chairperson Burtnik expressed appreciation to Juliana and Megan for everything they have done in supporting the students of the Niagara Catholic District School Board.

10.2 Family of Schools Superintendents' Monthly Update

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

Superintendent Ciarlo

- St. Peter Catholic Elementary School participated in the Rankin Cancer Run on May 29, 2010 with 157 participants which included staff, students and parents. The school were recognized for coming in 3rd out of 53 schools for participation and 9th overall for raising \$4,400.
- St. Nicholas Catholic Elementary School raised almost \$2,000 towards its breakfast program for the next school year.

- Staff and students at Denis Morris Catholic High School received several awards from Cappies for their play titled “Play On”.

Superintendent Forsyth-Sells

- St. Joseph Catholic Elementary School
 - The school held their third student transition visit to St. Mary, St. Patrick and Father Hennepin Catholic Elementary Schools on May 17th, 2010.
 - The school held a Fun Fair on May 18th, 2010. The Fair featured a silent auction, raffle, games, prizes, a bouncer, pony rides and a BBQ.
 - Preparations for the June 8th, 2010 Closing Celebration at St. Joseph Catholic Elementary School are in progress. The Celebration will feature student performances, personal reflections, slide shows, presentations and a social starting at 6:00 p.m. at the school.
 - The Closing Mass for the school will be held at St. Ann’s Church on June 21st, 2010 at 10:00 a.m. with the St. Joseph Catholic Elementary School family.
- The Notre Dame Varsity Girls’ Lacrosse Team captured the Silver Medal at the OFSAA Provincial Cup Ontario Championships held on May 26th & 27th, 2010. The Championship featured the top 12 high school girls’ lacrosse teams in Ontario.
- Alexander Kuska Catholic Elementary School will be celebrating its 30th anniversary on Sunday, June 13th, 2010 beginning at 10:00 a.m. with Mass celebrated by Father Mulligan in the school gymnasium. An open house will follow the Mass and run throughout the afternoon.

D. INFORMATION

1. Trustee Information

1.1 Spotlight on Niagara Catholic – May 25, 2010

Director Crocco presented the Spotlight on Niagara Catholic – May 25 2010 issue for Trustees’ information.

1.2 Calendar of Events – June 2010

Director Crocco presented information on the Calendar of Events – June 2010.

1.3 Director’s Annual Administrative Leadership Symposium – June 10, 2010 – 11:00 - Club Italia

Director Crocco invited Trustees to attend the Director’s Annual Administrative Leadership Symposium being held on June 10, 2010, at 11:00 a.m. at Club Italia in Niagara Falls. Trustees were asked to inform Sherry Morena, Administrative Assistant, Corporate Services & Communications Department, of their attendance.

1.4 Niagara Catholic Retirement & Service Recognition Celebration – June 25, 2010 – 5:30 p.m. - Americana Resort & Spa

Director Crocco reminded Trustees of the Niagara Catholic Retirement & Service Recognition Celebration being held June 25, 2010 at 5:30 p.m. at the Americana Resort & Spa in Niagara Falls. Trustees were asked to inform Sherry Morena, Administrative Assistant, Corporate Services & Communications Department, of their attendance.

E. OTHER BUSINESS

1. General Discussion to Plan for Future Action

F. BUSINESS IN CAMERA

Moved by Trustee Charbonneau

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 9:00 p.m. and reconvened at 9:15 p.m.

G. REPORT ON THE IN-CAMERA SESSION

Moved by Trustee Scalzi

THAT the Committee of the Whole report the motions from the In Camera Session of the Committee of the Whole Meeting of June 1, 2010.

CARRIED

SECTION A: STUDENT TRUSTEES PRESENT

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 A: Student Trustees Present held on May 11, 2010, as presented.

CARRIED (Item F1)

SECTION B: STUDENT TRUSTEES EXCLUDED

Moved by Trustee Charbonneau

THAT the Committee of the Whole approve the Minutes of the In Camera Session of the Committee of the Whole Meeting - Section B: Student Trustees Excluded held on May 11, 2010, as presented.

CARRIED (Item F3)

H. ADJOURNMENT

Moved by Trustee Scalzi

THAT the June 1, 2010 Committee of the Whole Meeting be adjourned.

CARRIED

This meeting was adjourned at 9:20 p.m.

Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **June 1, 2010.**

Approved on the **14th** day of **September 2010.**

John Dekker
Vice-Chairperson of the Board

John Crocco
Director of Education/Secretary -Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
JUNE 1, 2010**

**TOPIC: APPROVAL OF POLICIES
ANAPHYLAXIS POLICY (302.1)**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Anaphylaxis Policy (302.1), as presented.

Prepared by: Yolanda Baldasaro, Superintendent of Education

Presented by: Yolanda Baldasaro, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: June 15, 2010

Niagara Catholic District School Board

ANAPHYLAXIS

Issued: April 28, 1998
Revised: March 28, 2006
March 30, 2010

Policy No. 302.1

STATEMENT OF POLICY

The Niagara Catholic District School Board will support schools in establishing an environment that reduces the risks for all students who suffer severe, life threatening allergic reactions (Anaphylaxis) to certain foods, and/or insect bites and in developing an appropriate intervention plan for those students. This policy is intended to be in full compliance with Sabrina's Law – An Act to Protect Anaphylactic Pupils.

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

References: Sabrina's Law, 2005, S.O. 2005, c. 7

Anaphylaxis in Schools & Other Settings, 2nd Edition, Canadian Society of Allergy and Clinical Immunology

www.anaphylaxis.ca

www.aaia.ca

Niagara Catholic District School Board

ANAPHYLAXIS

Issued: April 28, 1998
Revised: March 28, 2006
March 30, 2010

Policy No. 302.1

ADMINISTRATIVE GUIDELINES

DEFINITION

Anaphylaxis is a **severe life threatening form of *allergic reaction**. An allergen is a substance capable of causing an allergic reaction. Possible allergic symptoms are many (see below) and may rapidly lead to severe permanent injury, coma and/or death. There is no clinical method to predict the severity or progression of a reaction.

Foods such as peanuts, tree nuts (e.g. almond, cashew, hazelnut, pistachio), other nuts, fish, shellfish, eggs, milk, sesame, soy and wheat, insect stings (e.g. yellow jackets, hornets, wasps, honey bees), and latex products and medications, are the most common allergens that produce anaphylaxis.

Anaphylaxis requires **immediate** first aid response and **immediate** medical intervention.

The terms student and pupil are interchangeable in these administrative guidelines.

ANAPHYLACTIC REACTION – POSSIBLE SIGNS AND SYMPTOMS

Signs and symptoms of a severe allergic reaction can occur within minutes of exposure to an allergen. In rarer cases, the time frame can vary up to several hours after exposure. The ways these symptoms occur can vary from person to person and even from episode to episode in the same person.

An anaphylactic reaction can involve any of the following symptoms, which may appear alone or in any combination, regardless of the triggering allergen:

Skin system: hives, swelling, itching, warmth, redness, rash

Respiratory system (breathing): coughing, wheezing, shortness of breath, chest pain/tightness, throat tightness, hoarse voice, nasal congestion or hay fever-like symptoms (runny, itchy nose and watery eyes, sneezing), trouble swallowing, swelling of tongue

Gastrointestinal system (stomach): nausea, pain/cramps, vomiting, diarrhea

Cardiovascular system (heart): pale/blue colour, weak pulse, passing out, dizzy/lightheaded, shock

Other: anxiety, feeling of “impending doom”, headache, weakness, uterine cramps, metallic taste

Because reactions are unpredictable, early symptoms should never be ignored, especially if the person has suffered an anaphylactic reaction in the past. **It is important to note that anaphylaxis can occur without hives.** If an allergic person expresses any concern that a reaction might be starting, the person should always be taken seriously.

PURPOSE

The procedures outlined will establish an appropriate response when a parent/guardian or adult student indicates to the Principal, in writing, that the student is at risk for anaphylaxis and that the student will require assistance at the first sign of any allergic reaction. **When in doubt, administer appropriate medication unless otherwise specified in writing by the student's allergist or physician.**

PROCEDURES

1. The parent/guardian or adult student must inform the Principal, in writing, that his/her child or he/she is at risk for anaphylaxis, and must outline the possible symptoms and requested intervention by school staff on the **Anaphylaxis Emergency Plan form**. (Appendix C)
2. The parent/guardian or adult student shall familiarize him/herself with Board Policy and School Anaphylaxis Administrative Guidelines available at www.niagararcatholic.ca (Board Policy No. 302.1).
3. The parent/guardian or adult student shall provide the required medication to the school with instructions for intervention on a completed copy of the **Anaphylaxis Emergency Plan form (Appendix C)**
4. The Emergency Plan will include:
 - a completed copy of the Anaphylaxis Emergency Plan form (Appendix C).
5. A copy of the current **Anaphylaxis Emergency Plan form (Appendix C)** must be filed in the student's OSR and copies must be located in the areas designated by the Principal. **The form must be readily available in the event of emergency.**
6. The Principal shall establish and maintain a School Anaphylaxis Management Plan. The plan shall include the development and maintenance of strategies that reduce the risk of exposure to anaphylactic agents in all areas of the school. (Appendix A)
7. In a school, where a student has been identified as at risk for anaphylaxis, the Principal shall enlist the support and co-operation of all staff, students and parents/guardians so as to reduce the potential risk to the student.
8. Elementary Principals shall send a letter to the parents/guardians of the other students in the classroom of the at risk student informing them of the situation and requesting that the specific allergens not be sent to school. (Appendices E,F: Sample Letter to Parents/Guardians)
9. Elementary and Secondary Principals shall also send communication home to all members of the school community (School Newsletter – Appendix G) indicating the presence of a student(s) with a life threatening allergic condition outlining the need to take appropriate action by requesting parents/guardians and students to cooperate by refraining from sending specific foods to school. In addition, elementary and secondary principals shall inform the school community about the Anaphylaxis Policy and Administrative Guidelines in the Student Handbook. (Appendix B)
10. Prior to or on the 1st day of school each year, it is the responsibility of the parent/guardian or student (at the age of majority) to initiate the process again and present the school with updated information and appropriate and up-to-date medication (check expiry date).
11. At the end of the school year the parent/guardian will be contacted to pick up the unused medication. If the parent/guardian does not comply, the Principal/Designate will take the medication to a local pharmacy.

STAFF DEVELOPMENT AND TRAINING

All teaching, support staff and others at the school must familiarize themselves with students/staff members who are at risk for anaphylaxis. They will receive training in recognizing and responding to the signs and symptoms to anaphylactic reaction on an annual basis.

A Niagara Region Public Health Department Nurse from the School Health Program shall be contacted to provide training to all staff on giving the epinephrine auto-injector (e.g. EpiPen® or first dose of Twinject®) at the beginning of each school year or as soon as an at-risk individual(s) has been identified at the school.

Should staff change at any time throughout the year, it is the responsibility of the Principal to inform and provide training for new staff member(s) and occasional teachers.

GENERAL ANAPHYLAXIS EMERGENCY GUIDELINES: INDIVIDUALS KNOWN TO BE AT RISK FOR ANAPHYLAXIS

When a person is known to be at risk of anaphylaxis displays initial symptoms, then it must be presumed that the person is in need of the assistance outlined in the **Anaphylaxis Emergency Plan form (Appendix C)**. **IMMEDIATE** intervention is essential, unless otherwise specified by the student's allergist/physician. No ill side effects will result from the administration of emergency medication if he/she is not experiencing an anaphylactic reaction. Unless otherwise specified in writing, the following steps are to be followed when a student is experiencing a known or suspected anaphylactic reaction:

- GIVE EPINEPHRINE AUTO-INJECTOR (e.g. EpiPen® or first dose of Twinject®) immediately. (Appendix H). Note the time the epinephrine auto-injector was administered.
- CALL 911 (AMBULANCE) and inform the dispatcher that an individual is having a life threatening allergic reaction (anaphylactic reaction).
- NOTIFY PARENT/GUARDIAN.

In a Case where an Ambulance Does Not Arrive:

- If the ambulance has not arrived within 5 to 15 minutes and the reaction continues or worsens, give a second epinephrine auto-injector (e.g. EpiPen® or first dose of Twinject®).
- Even if symptoms subside entirely, this student must be taken to the hospital by ambulance.

INDIVIDUALS NOT KNOWN TO BE AT RISK OF ANAPHYLAXIS

A student/person not known to be at risk for anaphylaxis may also display symptoms of severe allergic reaction. In such circumstances, school staff should assess the situation and take action as would be appropriate for any other illness/injury/emergency incident.

EMERGENCY USE OF EPINEPHRINE AUTO-INJECTOR

In either case, where individuals are known or not known to be at risk of anaphylaxis, and should ANAPHYLAXIS appear imminent, any available epinephrine auto-injector (e.g. EpiPen® or first dose of Twinject®) must be used. Please follow the General Anaphylaxis Emergency Guidelines (Appendix H).

In this circumstance, the parent/guardian of the student or adult student whose epinephrine auto-injector was used in the above emergency situation must be notified immediately by the Principal/designate. The Principal will make arrangements with the parent/guardian/adult student for a replacement epinephrine auto-injector at the Board's expense.

DIVISION OF RESPONSIBILITIES

Increased safety for students at risk for anaphylaxis in a school setting depends on the cooperation of the entire school community.

To minimize risk of exposure, and to ensure rapid response to emergency, parents/guardians, students and school personnel must understand and fulfill their responsibilities.

RESPONSIBILITIES OF PARENTS/GUARDIANS OF AN ANAPHYLACTIC CHILD

- Be informed of the Niagara Catholic District School Board's Anaphylaxis Administrative Guidelines and School Anaphylaxis Management Plan.
- Complete and authorize **Anaphylaxis Emergency Plan form (Appendix C)** that has been approved by the student's allergist/physician.
- Review both the **Anaphylaxis Emergency Plan form (Appendix C)** and the procedures for reducing risk with school personnel annually.
- Provide transportation for their child until emergency procedures are in place for busing.
- Provide a MedicAlert® bracelet for their child.
- Inform the school of their child's allergies.
- Provide the school with current medical instructions from their physician for administering auto-injector.
- Provide the school with up-to-date and sufficient number of epinephrine auto-injectors (e.g. EpiPen® or first dose of Twinject®) for the entire school year.
- Provide and maintain up-to-date emergency contact information to the school.
- Provide support to school and teachers, as requested.
- Provide in-service for staff, if requested.
- Assist in school communication plans.
- Supply information for school publications
 - recipes
 - foods to avoid
 - alternate snack suggestions
 - resources
- Be willing to provide safe foods for special occasions.
- Teach their child:
 - to recognize the signs and symptoms of an anaphylactic reaction;
 - to know where medication is kept and who can get it;
 - to carry his/her own epinephrine auto-injectors (e.g. EpiPen® or Twinject®) in a fanny-pack;
 - to not share snacks, lunches or drinks;
 - to understand the importance of hand-washing, and to wash hands before and after eating;
 - to report bullying/threats/harassment to an adult in authority;
 - to take as much responsibility as possible for his/her own safety.
- Welcome other parent/guardian calls with questions about safe foods.
- Participate in advisory/support groups.

RESPONSIBILITIES OF THE SCHOOL PRINCIPAL

With Parent/Guardians and Students:

- Develop an individual plan for each student who has an anaphylactic allergy, in consultation with student's parent(s)/guardian(s).
- Work closely with the parents/guardians of anaphylactic students.
- Develop a School Anaphylaxis Management Plan to implement the Board Policy and Guidelines for reducing risk of anaphylaxis in all areas of the school, reviewed on an annual basis with school staff at the beginning of each school year.
- Ensure completion of all necessary forms by parents/guardians: Appendix C - **Anaphylaxis Emergency Plan** at registration and to update the information on an annual basis.
- Direct parents/guardians of anaphylactic students to relevant Board and school policies and procedures and provide the opportunity to review them together.
- Inform all students, staff and parents/guardians that students with life-threatening allergies are in attendance and ask for their support.
- Communicate with the Catholic School Council to increase awareness of anaphylaxis and the role of the school in helping to protect students with life-threatening allergies.
- Advise the parents/guardians of other students on the school bus, explaining anaphylaxis and the need for their cooperation.

With School Staff:

- Maintain a file for each anaphylactic pupil of current treatment and other information, including a copy of any prescriptions and instructions from the student's physician and a current emergency contact list.
- Inform all students, staff and parents/guardians that students with life-threatening allergies are in attendance and ask for their support.
- Post allergy-alert forms in the staff room, classroom, office and other appropriate rooms.
- Post information about Anaphylaxis at appropriate places in the school (Appendix C).
- Maintain up-to-date emergency contacts and telephone numbers in the school office.
- Ensure that staff and volunteers have received instructions with giving an epinephrine auto-injector (e.g. EpiPen® or first dose of Twinject®).
- Practice emergency procedures with all staff.
- In cooperation with the parents/guardians and classroom teacher, may implement a "buddy" system to enhance safety.
- Ensure that occasional teachers and support staff are informed of the presence of an anaphylactic student and procedures.
- Arrange for annual in-services with all staff.
- Store epinephrine auto-injectors (e.g. EpiPen® or Twinject®), labeled and in an easily accessible location known to all staff.

With Executive Director, Niagara Student Transportation Services:

- Complete and submit the annual memorandum from Transportation Services regarding **Anaphylactic Students Using Transportation** to the Executive Director, Niagara Student Transportation Services.
- Inform the Executive Director, Niagara Student Transportation Services of any problems reported regarding busing and the safety of anaphylactic students.
- Establish and implement procedures prohibiting eating on the school bus.
- Advise the bus driver of the presence of a student with life-threatening allergies on his/her bus.
- Advise the parents/guardians of other students on the school bus, explaining anaphylaxis and the need for their cooperation.

Other:

- Establish safety procedures for field trips and extra-curricular activities as it applies to an anaphylactic student. Additional epinephrine auto-injectors (e.g. EpiPen® or Twinject®) should be brought on field trips. Communicate with parent/guardian prior to activity.
- Conduct spot checks along with staff to reinforce the student's responsibility to carry epinephrine auto-injectors (e.g. EpiPen® or Twinject®) and wear MedicAlert® notification.
- In the event, an elementary student who has a known food allergen in his/her lunch shares a classroom with a student with life-threatening allergies, the Principal must provide an alternate eating location for them to eat separately. Secondary Principals must provide an alternate eating location for students with life-threatening allergies on request.
- Caterers or other businesses that supply food or food services to cafeterias within the jurisdiction of the Niagara Catholic District School Board must, as part of their contractual agreement, refrain from using foods with peanut butter or peanut oil products and nuts.
- Principals, staff and parents/guardians who arrange for the supply of food or food services for special events should be advised of the requirement to refrain from using food with peanut butter or peanut oil products.
- When selecting fund raising activities, the principal shall be aware of the potential impact certain foods/ingredients may have upon anaphylactic students and act accordingly. Ingredients should be listed for all donated baked goods.

RESPONSIBILITIES OF THE CLASSROOM TEACHER

- Participate in the review of the **Anaphylaxis Emergency Plan (Appendix C)** for students in his/her classroom with life-threatening allergies.
- Participate in regular training about anaphylaxis and epinephrine auto-injectors (e.g. EpiPen® or first dose of Twinject®).
- Display a photo-poster in the classroom, with parental approval and regard to the privacy needs of older students.
- Discuss anaphylaxis with the class in age-appropriate terms.
- Advise students not to share lunches, food implements or trade snacks.
- Choose allergy-free foods for classroom events.
- Choose alternatives to using food as a reward.
- Establish procedures to encourage the anaphylactic student to eat only what he/she brings from home.
- Reinforce hand-washing before and after eating for all students.
- Advise students of disposing all food refuse properly.
- Facilitate communication with other parents/guardians.
- In cooperation with the parents/guardians and the principal, may implement a "buddy" system to enhance safety.
- Follow the school and Board policies for reducing risks in classrooms and common areas.
- Conduct spot checks to reinforce the student's responsibility to carry epinephrine auto-injectors (e.g. EpiPen® or Twinject®) and wear MedicAlert® notification.
- Leave information in an organized, prominent and accessible format for occasional teachers, parent/guardian volunteers, or others who may have occasional contact.
- Plan appropriately for field trips. Communicate with parent/guardian prior to activity.
- Ensure that **Anaphylaxis Emergency Plan (Appendix C)** is considered, and epinephrine auto-injectors (e.g. EpiPen® or Twinject®) are taken.

RESPONSIBILITY OF EXECUTIVE DIRECTOR, NIAGARA STUDENT TRANSPORTATION SERVICES

- Ensure that the bus company is familiar with the Board's Policy and Administrative Guidelines on Anaphylaxis (Board Policy No. 302.1).

RESPONSIBILITIES OF BUS OPERATORS AND BUS DRIVERS

- Ensure that all bus drivers are familiar with the Board's Policy and Administrative Guidelines on Anaphylaxis (Board Policy No.302.1) and follow bus company policy procedures for anaphylactic students.
- Participate in training offered by the bus company.

RESPONSIBILITIES OF PUBLIC HEALTH/SCHOOL NURSE

- Consult with and provide information to parents/guardians, students, and school personnel.
- Participate and/or conduct in-services, including training, in the use of epinephrine auto-injectors (e.g. EpiPen® or first dose of Twinject®).
- Assist in developing **Anaphylaxis Emergency Plan form (Appendix C)** when requested.
- Refer known cases of anaphylaxis to the school principal.
- Be available as a school resource.

RESPONSIBILITIES OF ANAPHYLACTIC STUDENTS

- Take as much age-appropriate responsibility as possible for avoiding allergens.
- Eat only foods brought from home or approved for consumption.
- Take responsibility for checking labels and monitoring intake (as age appropriate).
- ***Wash hands frequently and always before eating.***
- Learn to recognize symptoms of an anaphylactic reaction (as age appropriate).
- Promptly inform an adult, as soon as suspected accidental exposure occurs or symptoms appear.
- Carry epinephrine auto-injectors (e.g. EpiPen® or Twinject®) at all times as soon as age appropriate.
- Wear MedicAlert® identification.
- Know how to use the epinephrine auto-injector (e.g. EpiPen® or Twinject®) (as age appropriate).

RESPONSIBILITY OF SCHOOL COMMUNITY

- Respond co-operatively to requests from the school to eliminate allergens from packed lunches, snacks and special occasions etc.
- Participate in parent/guardian information sessions.
- Encourage students to respect an anaphylactic student and school policies.
- Inform the teacher prior to distribution of food products to any students in the school.

RESPONSIBILITIES OF ALL STUDENTS (AS AGE APPROPRIATE)

- Learn to recognize symptoms of anaphylactic reaction.
- Avoid sharing food, especially with anaphylactic students.
- Follow school rules about keeping allergens out of the classroom and washing hands.
- Refrain from bullying/teasing/harassing a student with a food allergy.
- Wash hands before and after eating.
- Dispose all food refuse properly.
- Respect the rights and needs of others.

GENERAL INFORMATION

DEFINITION

Anaphylaxis is a **severe life threatening form of *allergic reaction**. An allergen is a substance capable of causing an allergic reaction. Possible allergic symptoms are many (see below) and may rapidly lead to severe permanent injury, coma and/or death. There is no clinical method to predict the severity or progression of a reaction.

Foods such as peanuts, tree nuts (e.g. almond, cashew, hazelnut, pistachio), fish, shellfish, eggs, milk, sesame, soy and wheat as well as insect stings (e.g. yellow jackets, hornets, wasps, honey bees), latex products and medications, are the most common allergens that produce anaphylaxis. Anaphylaxis requires **immediate** first aid response and **immediate** medical intervention.

IDENTIFICATION

In many cases, the medical diagnosis of anaphylactic allergies is made at a pre-school age, on early exposure to the allergen. The severity of a reaction cannot be predicted. People seldom "grow out" of the condition as they age and there is no cure.

INITIAL SCHOOL INVOLVEMENT

Typically, the young child has previously had an unusual reaction to the allergen before entering the school system. The allergic reaction prompts the parent/guardian to seek medical treatment and subsequently a diagnosis of high risk for anaphylaxis is made. When the child reaches school age, the child's parents/guardians notify the school of the condition and outline the expected response. While it is unlikely that the parent/guardian of a young child will fail to fully inform the school of the child's high risk of anaphylaxis, school intake procedures should seek to identify those students at risk for anaphylaxis.

QUANTITY OF ALLERGEN

The exact amount of allergen necessary to produce anaphylaxis varies from individual to individual and may vary from episode to episode. Even minute quantities of the allergen are sufficient to produce a life-threatening reaction in many victims. The only way to stay safe is absolute avoidance of the allergen, in any amount. Research demonstrates that **accidental ingestion of very small quantities of the allergen, via cross contamination, is a typical cause of anaphylactic reactions** and that the allergic person believes the food to be allergen-free.

Examples of cross contamination:

1. A spoon is used to stir chocolate syrup into milk. The same spoon is accidentally used to stir chocolate syrup into soy beverage. The milk-allergic person reacts upon taking a sip of the chocolate soy beverage.
2. After eating peanut butter at home, Student A goes to school. At school, Student A works at a keyboard and transfers trace quantities of the allergen from his/her hand to the keyboard. Student B subsequently works at the same keyboard and picks up traces of the allergen on his/her hands. Upon wiping his/her eyes, Student B experiences a reaction. This example illustrates the porous nature of peanut butter and the importance of hand-washing for both students.

Appendix C

Anaphylaxis Emergency Plan: _____ (Name)

This person has a potentially life-threatening allergy (anaphylaxis) to:

PHOTO

(Check the appropriate boxes)

- | | |
|------------------------------------|--|
| <input type="checkbox"/> Peanut | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Tree nuts | <input type="checkbox"/> Insect stings |
| <input type="checkbox"/> Egg | <input type="checkbox"/> Latex |
| <input type="checkbox"/> Milk | <input type="checkbox"/> Medication |

Food: The key to preventing an anaphylactic emergency is absolute avoidance of the allergen. People with food allergies should not share food or eat unmarked/ bulk foods or products with a "may contain" warning.

Epinephrine Auto-Injector: Expiry date: _____/_____/_____

Dosage: EpiPen® Jr 0.15 mg EpiPen® 0.30 mg
 Twinject® 0.15 mg Twinject® 0.30 mg

Location of Auto-Injector(s): _____

- Previous anaphylactic reaction: Person is at greater risk.
- Asthmatic: Person is at greater risk. If person is having a reaction and has difficulty breathing, give epinephrine auto-injector before asthma medication.

A person having an anaphylactic reaction might have ANY of these signs and symptoms:

- **Skin system:** hives, swelling, itching, warmth, redness, rash
 - **Respiratory system (breathing):** coughing, sneezing, shortness of breath, chest pain/tightness, throat tightness, hoarse voice, nasal congestion or hay fever-like symptoms (runny, itchy nose and watery eyes, sneezing), trouble swallowing
 - **Gastrointestinal system (stomach):** nausea, pain/cramps, vomiting, diarrhea
 - **Cardiovascular system (heart):** pale/blue colour, weak pulse, passing out, dizzy/lightheaded, shock
 - **Other:** anxiety, feeling of "impending doom", headache, uterine cramps, metallic taste
- Early recognition of symptoms and immediate treatment could save a person's life.*

Act quickly. The first signs of a reaction can be mild, but symptoms can get worse very quickly.

1. **Give epinephrine auto-injector** (e.g. EpiPen® or Twinject®) at the first sign of a known or suspected anaphylactic reaction. (See attached instruction sheet.) **Note the time the epinephrine auto-injector was administered.**
2. **Call 9-1-1** or local emergency medical services, Tell them someone is having a life-threatening allergic reaction.
3. **Give a second dose of epinephrine** in 5 to 15 minutes **IF** the reaction continues or worsens.
4. **Go to the nearest hospital immediately (ideally by ambulance)**, even if symptoms are mild or have stopped. The reaction could worsen or come back, even after proper treatment. Stay in the hospital for an appropriate period of observation as decided by the emergency department physician (generally about 4 hours).
5. **Call emergency contact person (e.g. parent, guardian).**

Emergency Contact Information

Name	Relationship	Home Phone	Work Phone	Cell Phone

The undersigned patient, parent, or guardian authorizes any adult to administer epinephrine to the above-named person in the event of an anaphylactic reaction, as described above. This protocol has been recommended by the patient's physician.

This information is being collected pursuant to the provisions of the Municipal Freedom of Information and Protection of Privacy Act and under the Authority of The Education Act, c. 129, s. 60 and will be used for the purposes of the Emergency Allergic Reaction Form and Obtaining Consent for Intervention during an Emergency Allergic Reaction. Questions about this collection should be directed to the Superintendent of Education – Student Achievement, K-12 at the Niagara Catholic District School Board, 427 Rice Road, Welland, Ontario L3C 7C1 Telephone 905-735-0240.

In accordance with the Municipal Freedom of Information and Protection of Privacy Act, I give consent for the pertinent medical information concerning my child to be released as required. I have read and reviewed Appendix A: Division of Responsibilities regarding Anaphylaxis, Policy No. 302.1.

Patient/Parent/Guardian Signature

Date

Physician Signature

Date



APPENDIX D

SAMPLE LETTER TO PARENTS/GUARDIANS [Consent for Intervention and to Request Completion of Anaphylaxis Emergency Plan]

Dear Mr. & Mrs. [last name],

According to the Niagara Catholic District School Board Policy #302.1, it is the shared responsibility of home and school to ensure that the procedures set out in the policy are followed for students who are at risk for anaphylaxis.

Please complete and return to the school the enclosed Anaphylaxis Emergency Plan form (Appendix C).

Anaphylaxis Emergency Plan form (Appendix C) will be shared with all staff to ensure an appropriate response to your son/daughter's medical needs.

Thank you for your continued co-operation.

Yours In Catholic Education,

Principal

SAMPLE LETTER [A] TO PARENTS/GUARDIANS **[To inform school community about Anaphylaxis]** **(Elementary)**

Dear Parents/Guardians,

We have some students in _____ class [*teacher's name and grade*] with **Anaphylaxis**; a potentially life threatening condition caused by an allergic reaction to certain foods, insect stings, medications, products, etc. It can lead to loss of life in as little time as five minutes if not responded to immediately. If a student has an allergic reaction he/she must be given a **epinephrine auto-injector** (e.g. EpiPen® or first dose of Twinject®) immediately and rushed to hospital.

Some students have a life threatening food allergy to peanut products that is triggered through taste and touch. A reaction arises from the allergen entering the student's body. Traces of peanut butter or oil can get on the bus seats or playground equipment, desks and personal belongings. These trace amounts can cause a life threatening reaction.

What can parents/guardians do to help?

We wish to keep these students alive and healthy and need your assistance to help prevent accidental exposure. Please **do not send any peanut butter/nuts/peanut oil snacks or products that list peanuts/nuts/peanut oil in the list of ingredients** because they crumble and/or particles stick to the furniture. Parents/guardians are asked to read labels carefully for products that may contain nut products.

There is a wide range of nutritious snacks: fruits, vegetables, and cheese as well as nut free snack products available. In addition to the obvious peanut butter sandwiches and cookies, please avoid any snacks with peanut/nut/peanut oil products in them. Please check all ingredients. More information is available at www.anaphylaxis.ca or www.aaia.ca .

What is the school doing to help?

We are talking to the students about Anaphylaxis and showing age appropriate videos. Young students view the video, "The Elephant Who Couldn't Eat Peanuts." We are working hard at preventing accidental exposure. It is also important that we have common routines throughout the entire school. Since there is team teaching and many shared areas (washrooms, fountains, gym, library, computers, etc.) students are at risk of coming in contact with allergens. The teachers will explain the importance of the following health and safety routines to the students in their classrooms:

1. Wash your hands before and after eating.
2. Do not bring food that contains peanut or nut products or other allergens.
3. Do not accept food from other students especially if you have food allergies.
4. Snacks are not permitted outside in the schoolyard.
5. Dispose of all food refuse properly.

Preventative safety measures for Anaphylaxis are now commonplace in our schools. Our Board has a policy in place to help ensure the safety of our students. Since we are endeavoring to have a classroom, if a student in the class forgets and brings a peanut butter product to school, the student will be permitted to eat his/her lunch in a safe area. While we understand that it is difficult to ensure a completely peanut free school, we hope that with your support this action will not be necessary.

We would ask you to talk to your children about these preventative safety measures, which ***are going into effect immediately***. Please sign the tear off form below to ensure you have received this information **and return it to the classroom teacher tomorrow**. Your questions and suggestions are most welcome. Your co-operation in this matter is greatly appreciated.

Yours In Catholic Education,

Principal

ANAPHYLAXIS SAFETY NOTICE

Student's Name: _____

Teacher: _____

I have read the safety recommended notice and am aware of the Board's Anaphylaxis policy and precautions for the safety of students with Anaphylaxis.

Parent/Guardian's Signature: _____

Comments below:

SAMPLE LETTER [B] TO PARENTS/GUARDIANS [To inform school community about Anaphylaxis] (Elementary)

Dear Parents/Guardians,

I hope you will consider this letter very carefully and join the staff in taking care to ensure the safety of all the students in the school.

A number of our students have a condition called Anaphylaxis, which is a severe life threatening form of allergic reaction that can result in death for the student. These students are in various grades and we must all join together to ensure their safety. A student with this condition can be allergic to peanuts, but also to foods such as tree nuts, fish, shellfish, eggs, milk, sesame, soy and wheat as well as insect stings from bees, wasps, latex products and medications.

Parents/guardians of all students are requested to refrain from sending any foods containing peanut/nut products in their children's lunches and snacks. All the students in the school must strictly adhere to the following guidelines.

1. All foods must be eaten in the classroom – absolutely not outside or on the bus.
2. Food is not to be shared with other students.
3. Utensils are not to be shared with other students.
4. Hands are to be washed before and after eating. Traces of allergens can get on the bus seats or playground equipment, desks, and personal belongings. Dispose of all food refuse properly.
5. Parents/guardians are asked to read labels carefully for the following products that may contain peanuts/nut products or allergens: granola bars, crackers, chocolate bars, cookies, some cereals, any store baked goods or snacks.

On behalf of the students and their parents/guardians, I thank you for your co-operation.

Yours in Catholic Education,

Principal

ELEMENTARY & SECONDARY NEWSLETTER INSERT **[To inform school community about Anaphylaxis]**

Anaphylaxis Policy

At the beginning of every school year, we remind all students and parents/guardians of our Board's Anaphylaxis Policy.

At _____ [*school name*] we have Emergency Guidelines, which clearly state what medical procedures must occur for those students who have various life-threatening medical conditions.

We are reminding all students and parents/guardians that we have students in our school who are known to have a potentially life-threatening allergy called Anaphylaxis.

Anaphylaxis is a **severe life threatening form of allergic reaction**. It may begin with severe itching of the eyes or face; a sense of constriction in the throat, then other symptoms such as vomiting, diarrhea and difficulty with breathing may develop. This may lead to coma and **death**.

Foods such as peanuts, other nuts, fish, shellfish, eggs, milk, and wheat as well as insect stings from bees and wasps, latex products and medication, are the most common allergens that produce anaphylaxis.

Anaphylaxis requires **immediate** first aid response and **immediate** medical intervention.

GENERAL ANAPHYLAXIS EMERGENCY GUIDELINES

1. **Administer the epinephrine auto-injector (e.g. EpiPen® or first dose of Twinject®) .** Don't hesitate. It can be life saving. Note the time the epinephrine auto-injector was administered.

The student should rest quietly. DO NOT SEND THE STUDENT TO THE OFFICE.

To give epinephrine auto-injector:-

EpiPen® (Grey safety cap)

- Remove yellow or green cap from carrying case.
- Grasp the Auto-Injector with black tip pointing downward.
- Pull off grey safety cap.
- Place black tip against mid-outer thigh and press firmly until the Auto-Injector activates. (This may be done through light or a single layer of clothing if necessary (no thicker than jeans). A click will be heard.
- Hold and Wait for fluid to enter body counting slowly to 10 (10 seconds – an accurate way to count: one-one thousand, two-one thousand, etc.) and then remove.
- Massage injected area for 10 seconds.
- Place used auto-injector in case, needle end first and twist cap on.

New EpiPen® (Blue safety cap)

- Flip open the yellow cap of the EpiPen® or green cap of the EpiPen® Jr and remove from carrying case.
- Form a fist around the unit with orange tip point down – needle comes out this end; never put thumb, fingers or hand over orange tip.
- With your other hand pull off blue safety release cap.
- Swing at a 90 degree angle, firmly pushing in (so tip does not slide and unit is activated). You will hear a click. Designed to go through clothing.
- Hold firmly against thigh for approximately 10 seconds to make sure mechanism does not retract needle too soon and all medication is delivered.
- Remove unit from thigh – the orange needle cover automatically extends to cover the used needle.

First Dose of Twinject®

- Remove from carrying case.
- Pull off GREEN end cap #1 to see a RED tip. Never put thumb, finger or hand over the RED tip.
- Pull off GREEN end cap #2.
- To inject, place RED tip against mid-outer thigh. Press down firmly. Injects through clothes.
- Hold against thigh while slowly counting to ten.
- Remove auto-injector.
- Place used auto-injector in case.

2. **HAVE SOMEONE CALL 911 (AMBULANCE)** and inform the dispatcher that an individual is having an anaphylactic reaction.
 - The student should be rushed to the hospital by ambulance after administration of epinephrine auto-injector (e.g. EpiPen® or first dose of Twinject®). Give used epinephrine auto-injector (e.g. EpiPen® or first dose of Twinject®) to ambulance crew to take to the hospital. Any additional epinephrine auto-injectors (e.g. EpiPens® or Twinjects®) should accompany the student in case a second injection is required if symptoms persist or recur.
 - The time when the first epinephrine auto-injector was administered should be noted so that the second epinephrine auto-injector (e.g. EpiPen® or first dose of Twinject®) can be administered in 5 to 15 minutes, if symptoms persist or recur. (The provision of an adequate number of EpiPens® or Twinjects® is the responsibility of the parent/guardian).
3. **NOTIFY PARENT/GUARDIAN.**
4. If the ambulance has not arrived within 5 to 15 minutes and **if** the reaction continues or, give a second **epinephrine auto-injector** (e.g. EpiPens® or first dose of Twinject®) if available.
5. Even if symptoms subside entirely, this student must go to the hospital by ambulance.

RESOURCES

Anaphylaxis Canada

416 Moore Ave. Suite 306

Toronto, ON M4G 1C9

Phone: (416) 785-5666 or 1-888-ANA-PHYL-Axis Fax: 416-785-0458

email: network@anaphylaxis.org website: www.anaphylaxis.ca www.allergysafecommunities.ca

- Anaphylaxis Canada maintains an extensive Web site with links to many information sources, articles, and other sites of interest. The network also has an extensive list of publications, audiotapes, and supplies for adults and children.

National Anaphylaxis Advisory Committee of the Allergy Asthma Information Association

AAIA National Advisory Committee

c/o AAIA Atlantic

20 South Road

Doaktown, New Brunswick E9C 1G1

Phone: (506) 365-4501

- The National Advisory Committee has prepared an Anaphylaxis Reference Kit, including speakers notes and overheads, as a teaching tool to help educators and to inform about anaphylaxis and the procedures that should be followed to protect individuals with anaphylaxis.

Allergy Asthma Information Association (National Office)

P.O. Box 100

Etobicoke, ON M9W 5K9

Phone: (416) 679- 9521 Fax: (416) 679-9524

e-mail: national@aaia.ca website: www.aaia.ca

- The Allergy Asthma Information Association (AAIA) has the following regional offices: BC/Yukon, Prairies/NWT/Nunavut, Ontario, Quebec and Atlantic.

The Food Allergy and Anaphylaxis Network

10400 Eaton Place, Suite 107

Fairfax, VA. USA 22030-2208

Tel: (703) 691-3179

Fax: (703) 691-2713

<http://www.foodallergy.org/>

- The Food Allergy and Anaphylaxis Network is an American organization with an extensive education and publication program. In addition to its main Web page, it maintains Web pages for kids and teens. For more information, visit www.foodallergy.org.

Canadian MedicAlert Foundation

2005 Sheppard Ave. E. Suite 800

Toronto, ON M2J 5O4

- The Canadian MedicAlert Foundation is Canada's leading medical information service, serving more than one million Canadians, including over 100,000 children and teenagers. For more information, visit www.medicalert.ca

Calgary Allergy Network's website is another excellent source of information at <http://www.cadvision.com/allergy>.

EpiPen anaphylaxis resources Education brochures, videos, training kits and services at www.EpiPen.ca

EDUCATIONAL MATERIALS FOR STUDENTS AND SUGGESTED PUBLICATIONS AND VIDEOS

VIDEOS FOR STUDENTS

- *Alexander, The Elephant Who Couldn't Eat Peanuts* - For pre-school and elementary age students.
- *It Only Takes One Bit* - For adults and students.
- *Food Allergies: Fact or Fiction!?!* - Designed for teenagers.
- *Never Take a Chance/Pas de risqué a prendre* - In French or English, for students aged 4 to 7. Available from Allergy Essentials, 59 Robertson Road, Suite 148, Nepean, ON K2H 5Y9
- *Food Allergies Can Kill* - Targets teenage group. Available from AAIA.

BOOKS FOR STUDENTS

- A Preschooler's Guide to Peanut Allergy

Available from Anaphylaxis Canada:

- No Nuts for Me!/Les Noix, C'net Pas Pour Moi by Aaron Zevy
- Aaron's Awful Allergies
- Alexander and His Pals Visit the Main Street School
- A Special Day at School
- Alexander Goes to a Birthday Party
- Alexander Goes Trick or Treating
- Andrew and Maya Learn About Food Allergies

SUGGESTED PUBLICATIONS AND VIDEOS

- "Peanut and Nut Avoidance" AAIA Infoletter, 1999
- Anaphylaxis in Schools and Other Child Care Settings by Drs. Milton Gold, Gordon Sussman, Michael Loubser and Karen Binkley. Published jointly by The Canadian Society of Allergy and Clinical Immunology, The Ontario Allergy Society, and The Allergy, Asthma Information Association, 1995.
- The Canadian Allergy and Asthma Handbook by Dr. Barry Zimmerman, Dr. Milton Gold, Dr. Sasson Lavi, Dr. Stephen Feanny, Random House/Lorraine Greey, 1991.
- "Fatal Anaphylactic Reactions to Food in Children." Position Statement, Allergy Section, Canadian Pediatric Society, Canadian Medical Association Journal, 1994.
- "Common Allergenic Foods and Their Labeling in Canada - A Review" by Marion Zarkadas, MSC, Fraser W. Scott, PhD., John Salminen, BSc, Anthony Ham Pong, MBBS, FRCPC. Canadian Journal of Allergy and Clinical Immunology 4 (1999): 118-141
- "Fatal and Near Fatal Anaphylactic Reactions to Food in Children and Adolescents" by Hugh A. Sampson, M.D., Louise Mendelson, M.D. James P. Rosen, M.D. New England Journal of Medicine, 6 August 1992
- "Medication of Pupils and Related Issues" by William F. Foster, 1995
- "Surviving Anaphylaxis" by Dr. Karen Binkley, Ontario Medicine, 5 October 1992.
- "Foods That Can Kill" by Sidney Katz, Reader's Digest, September 1991.
- "Your Child and the Peanut Allergy" Sully's Living Without Spring, 1998, www.livingwithout.com/feature_peanuts.htm.

Available from Anaphylaxis Canada:

- Taking Control: Anaphylaxis and You" (video and booklet), Endorsed by the Canadian Society of Allergy and Clinical Immunology.
- Anaphylaxis Resource Manual.
- Living with Anaphylaxis (2 tapes).

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
JUNE 15, 2010**

**TOPIC: APPROVAL OF POLICIES
EMPLOYEE WORKPLACE VIOLENCE POLICY (201.11)
(CURRENTLY ASSAULT ON AN EMPLOYEE POLICY)**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Employee Workplace Violence Policy (201.11), as presented.

Prepared by: Frank Iannantuono, Director of Education
Presented by: Frank Iannantuono, Director of Education
Approved by: John Crocco, Director of Education
Date: June 15, 2010

Niagara Catholic District School Board

EMPLOYEE WORKPLACE VIOLENCE

Adopted: April 23, 2002

Policy No. 201.11

Revised: April 13, 2010

STATEMENT OF POLICY

The Niagara Catholic District School Board is committed to providing a safe working environment in which all Employees are treated with consideration, dignity, respect, equity and in accordance with the gospel values of Jesus Christ, as well as the Mission, Vision and Values of the Board.

The board believes that the eradication of workplace violence in the school/workplace is the joint responsibility of the employer and the employee. Therefore, any employee who becomes aware of a potential workplace violence situation has a responsibility to draw appropriate attention to it.

Workplace Violence will not be tolerated on the Niagara Catholic District School Board premises, while conducting company business, or work related functions, whether such violence is perpetrated by senior administration, managers, employees, contractors, customers, clients, visitors or members of the general public.

If the employee believes they are at risk of violence in the workplace including domestic violence they must advise the employer and the employer should take appropriate steps which may include seeking the assistance of the local police.

Where the occasion of workplace violence arises, the Board will achieve resolution through a formal process. During the process all information gathered is to be kept confidential.

The Board will assess the risks of workplace violence that may arise from the nature of the workplace, and provide relevant training, information and instruction, in accordance with current legislation in the Province of Ontario.

This Policy is to be applied in conjunction with other Board Policies dealing with employee behaviour, progressive discipline, conflict resolution and school safety (i.e. Code of Conduct, Access to School Premises, Criminal Background Check, Police and School Board Protocol, Occupational Health and Safety, Safe Physical Intervention for Students, Employee Workplace Harassment...)

The board will review this policy with respect to workplace violence, on an annual basis, and will post this policy in the workplace along with any applicable procedures and/or related programs.

The Director of Education will issue Administrative Guidelines in support of this policy.

Reference:

Ontario Human Rights Code 1990

Municipal Freedom of Information and Protection of Privacy Act

Occupational Health & Safety Act (December 2009)

Employee Workplace Harassment Policy 201.7

Workplace Violence Management Program

Bill 168: Occupational Health and Safety Amendment Act (Violence and Harassment in the Workplace) 2009

Niagara Catholic District School Board Policies

EMPLOYEE WORKPLACE VIOLENCE

Adopted: April 23, 2002

Policy No. 201.11

Revised: April 27, 2010

ADMINISTRATIVE GUIDELINES

Workplace Violence is defined by the Ministry of Labour (MOL) as:

- (a) the exercise of physical force by a person against an employee, in a workplace, that causes or could cause physical injury to the employee;
- (b) an attempt to exercise physical force against a employee, in a workplace, that could cause physical injury to the employee; and
- (c) a statement or behaviour that it is reasonable for an employee to interpret as a threat to exercise physical force against the employee, in the workplace, that could cause physical injury to the employee.
- (d) **Workplace** refers to any place where employees perform work or work-related duties or functions. Schools and school-related activities, such as co-curricular activities and excursions, comprise the workplace, as do Board offices and facilities. Conferences and training sessions fall within the ambit of this policy.
- (e) **Employee** refers to all employees of the Board.

Definitions are subject to changes from time to time as the appropriate legislation is reviewed or amended.

The Employee Workplace Violence Policy and Administrative Guidelines shall be posted in a conspicuous place in every workplace throughout the Niagara Catholic District School Board.

Provision of Information

Disclosure of Information with respect to Workplace Violence provided to an Employee may include personal information related to a risk of violence from a person with a history of violent behaviour if,

- (a) The Employee can be expected to encounter that person in the course of his or her work; and
- (b) The risk of workplace violence is likely to expose the employee to physical injury, as outlined in legislation.

No employer or supervisor shall disclose more personal information than is reasonably necessary to protect the worker from physical injury

Domestic Violence

If the employer becomes aware, or ought to reasonably be aware that domestic violence that is likely to expose an Employee to physical injury may occur in the workplace, the employer will take every reasonable precaution to protect the employee.

Complaint Procedure

When an employee has been the subject of a workplace violence, the following steps shall be considered:

1. The alleged assailant will be removed from the presence of the Employee immediately, if the Immediate Supervisor at the time of the incident deems it reasonable and practical.
2. The Employee(s) shall receive immediate and appropriate support and/or medical attention if warranted.
3. In the event of a physical assault, medical verification of the injury sustained in the assault must be established and recorded as soon as possible by the Immediate Supervisor.
4. At the earliest opportunity, the assaulted Employee(s) shall inform the Immediate Supervisor. The Immediate Supervisor must inform the Senior Administrator of Human Resources, who will then notify the appropriate Superintendent or Controller of Plant.
5. It shall be the responsibility of the Senior Administrator of Human Resources to inform the appropriate Union President, if applicable, of the incident. These guidelines do not preclude the assaulted employee(s) from contacting the police and/or their Association / union representatives.
6. The Immediate Supervisor will advise the alleged assailant, as soon as it is practical, that documentation of the specific details shall be recorded.
7. The Immediate Supervisor will endeavour to restore the environment to normalcy and will conduct an investigation into the assault. The completed **Incident Report, Employee Workplace Violence**, resulting from the investigation will be forwarded to the Senior Administrator of Human Resources with a copy to the appropriate Superintendent or Controller of Plant. A copy of the **Workplace Safety and Insurance Board, Employee Incident/Accident Report** will also be required in the event of a physical assault.
8. Upon receiving the reports from the Employee and Immediate Supervisor, the Senior Administrator of Human Resources will consult with the appropriate Superintendent(s) and/or Controller of Plant prior to any action taken.
9. The Senior Administrator of Human Resources may seek legal advice for the Board regarding the incident.
10. The Senior Administrator of Human Resources shall inform the Employee of the support mechanisms available through the Board.
11. With the approval of the Superintendent of Human Resources, the Senior Administrator of Human Resources may, if deemed appropriate, grant an approved leave of absence without loss of pay or sick leave credit, to the Employee(s) who has been the subject of an assault.
12. The Niagara Catholic District School Board will not discriminate employees because they are perceived to be victims of workplace violence.
13. In all cases, with Police involvement, the Employee and Immediate Supervisor shall report the incident(s) on the appropriate form.
14. Copies of reports made by the Employee and Immediate Supervisor must be given to the Senior Administrator of Human Resources, appropriate Superintendent(s) and/or

- Controller of Plant if appropriate, where appropriate action will be taken. Upon written request to the Senior Administrator of Human Resources, a copy of the detailed report from the Immediate Supervisor will be provided to the Employee(s).
15. Where the two or more parties involved in the assault are assigned to the same department or work-site, future work assignments and location shall be reviewed with the Senior Administrator of Human Resources, the appropriate Superintendent(s) or Controller of Plant, and the Immediate Supervisor.
 16. Infringement of this policy will give rise to disciplinary measures up to and including termination of employment.

Joint Occupational Health and Safety Committee Representatives

The employer shall advise the Joint Occupational Health and Safety Committee Representatives at the school site of the results of the assessment or re-assessment of the Workplace Violence Management Program and provide a copy where the assessment or re-assessment is in writing.

The Employee Workplace Violence Survey will be conducted on an annual basis in order to monitor employee input on risk assessments, and the provision of necessary information to employees.

The OHSA requires employers to notify the Ministry of Labour of critical injury (as defined by the OHSA) or fatality immediately and file a written report with 48 hours. Absent a critical injury or fatality, an employer need not report a workplace violence incident to the Ministry of Labour unless ordered to do so by a Ministry of Labour Inspector.

The JHSC, the health and safety representative and the union(s) shall be notified within 4 days of a workplace violence incident if a person is disabled from performing his or her usual work or requires medical attention because of the incident.

This policy is to be interpreted and applied in conjunction with other board policies dealing with employee behaviour, progressive discipline, conflict prevention and resolution, and school safety.

Reference:

Ontario Human Rights Code 1990

Municipal Freedom of Information and Protection of Privacy Act

Occupational Health & Safety Act (December 2009)

Employee Workplace Harassment Policy 201.7

Bill 168: Occupational Health and Safety Amendment Act (Violence and Harassment in the Workplace) 2009

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
JUNE 15, 2010**

**TOPIC: APPROVAL OF POLICIES
NIAGARA CATHOLIC RETIREMENT & SERVICE
RECOGNITION CELEBRATION POLICY (201.2)
(*CURRENTLY SERVICE RECOGNITION POLICY*)**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Niagara Catholic Retirement & Service Recognition Celebration Policy (201.2), as presented.

Prepared by: Frank Iannantuono, Director of Education
Presented by: Frank Iannantuono, Director of Education
Approved by: John Crocco, Director of Education
Date: June 15, 2010

Niagara Catholic District School Board

**NIAGARA CATHOLIC RETIREMENT
& SERVICE RECOGNITION CELEBRATION**

Policy No. 201.2

Adopted: March 24, 1998
Revised: March 26, 2002
Revised: March 2010

STATEMENT OF POLICY

The Niagara Catholic District School Board values and appreciates dedicated service by its employees and members of the clergy serving its schools and will formally express its appreciation to:

1. employees who are retiring;
2. employees who have contributed 25 years of service;
3. clergy who have served within the Roman Catholic Diocese of St. Catharines and the jurisdiction of the Niagara Catholic District School Board who are celebrating their 25th or 50th anniversary of service as members of the clergy.

The Director of Education will issue Administrative Guidelines in support of this policy.

Niagara Catholic District School Board

NIAGARA CATHOLIC RETIREMENT & SERVICE RECOGNITION CELEBRATION

Issued: March 24, 1998
Revised: March 26, 2002
Revised: March 2010

Policy No. 201.2

ADMINISTRATIVE GUIDELINES

The following administrative guidelines have been established to meet the requirements of the Board's Policy on the Niagara Catholic Retirement & Service Recognition Celebration.

The annual Retirement & Service Recognition celebration shall be planned and organized through the Office of the Director of Education. The Board will annually invite its employee groups to participate as partners in planning the annual Niagara Catholic Retirement and Service Recognition Celebration.

1. RETIREES

The Niagara Catholic District School Board will recognize and honour employees on their retirement, from Catholic education at the annual Niagara Catholic Retirement and Service Recognition Celebration.

Eligibility

All eligible employees of the Niagara Catholic District School Board who have declared their retirement as of August 31st of the current school year from the Niagara Catholic District School Board.

Invitation and Nomination

Through the Office of the Director of Education, an invitation will be sent to all employees who have notified Human Resources of their retirement from the Niagara Catholic District School Board as of August 31st of the current school year to attend the Niagara Catholic Retirement and Service Recognition Celebration. The invitation will invite the employee and a guest to attend the celebration.

All employees are invited throughout the school year to self identify their intent to participate in the Niagara Catholic Retirement and Service Recognition Celebration through their Principal, Supervisor or directly from the Retiree to the Office of the Director of Education.

2. 25 YEAR SERVICE

The Niagara Catholic District School Board will recognize and honour employees who have contributed 25 years of service in Catholic education, at the annual Niagara Catholic Retirement and Service Recognition Celebration.

Eligibility

All employees of the Niagara Catholic District School Board who have contributed 25 years of service in Catholic education as of August 31st of the current school year.

Invitation and Nomination

Through the Office of the Director of Education, an invitation will be sent to all employees who, based on the employment records of the Board, have 25 years of service in Catholic education to attend the Niagara Catholic Retirement and Service Recognition Celebration. The invitation will invite the employee and a guest to attend the celebration.

All eligible employees celebrating 25 years of service in Catholic education are invited throughout the school year to self identify their intent to participate in the Niagara Catholic Retirement and Service Recognition Celebration through their Principal, Supervisor or directly from the employee to the Office of the Director of Education.

3. 25TH OR 50TH ANNIVERSARY - CLERGY

The Niagara Catholic District School Board will recognize and honour members of the clergy who have served within the Roman Catholic Diocese of St. Catharines and the jurisdiction of the Niagara Catholic District School Board who are celebrating their 25th or 50th anniversary as members of the clergy as of August 31st of the current school year. This recognition will take place at the annual Niagara Catholic Retirement and Service Recognition Celebration.

Eligibility

All members of the clergy who have served within the Roman Catholic Diocese of St. Catharines and within the jurisdiction of the Niagara Catholic District School Board who have served for 25 or 50 years as a member of the clergy.

Invitation and Nomination

Through the Office of the Director of Education, an invitation will be sent to clergy who have served within the Roman Catholic Diocese of St. Catharines and the jurisdiction of the Niagara Catholic District School Board who, through the Bishop's Office and/or local Religious Orders, have been identified as eligible for this recognition.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
JUNE 15, 2010**

**TOPIC: APPROVAL OF POLICIES
EQUITY AND INCLUSIVE EDUCATION POLICY (NEW)
(INTERIM)**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Equity and Inclusive Education Policy (*Interim*), as presented.

Prepared by: Yolanda Baldasaro, Superintendent of Education
Presented by: Yolanda Baldasaro, Superintendent of Education
Approved by: John Crocco, Director of Education
Date: June 15, 2010

Niagara Catholic District School Board Policies

EQUITY AND INCLUSIVE EDUCATION POLICY (INTERIM)

Adopted: June, 2010

Policy No.200.16

Revised:

STATEMENT OF POLICY

The Niagara Catholic District School Board (the Board) recognizes that all people are created equal, in the image of God, each with inimitable characteristics deserving of dignity (Genesis: 1:27). In accordance with the Church's teachings, it is the policy of the Board to provide in all its operations an educational environment which supports and enables diversity within its Catholic community.

The Board recognizes that any form of social or cultural discrimination is incompatible with Catholic moral principles and is in violation of the *Ontario Human Rights Code*. The Board recognizes that the school system gives pre-eminence to the tenets of the Catholic faith, congruent with the protection afforded in the *Ontario Human Rights Code*, the *Constitution Act, 1982* and confirmed in the *Canadian Charter of Rights and Freedoms*.

The Board and its staff are committed to the elimination of discrimination as outlined in *Ontario's Equity and Inclusive Education Strategy* (the *Strategy*) and the Ontario Ministry of Education (the "Ministry") Policy/Program Memorandum No. 119 (2009), in a manner which is consistent with the exercise of the Board's denominational rights under section 93 of the *Constitution Act, 1982* and as recognized at section 19 of the *Ontario Human Rights Code* (the *Code*).

The Director of Education will issue Administrative Guidelines in support of this policy.

References:

Canadian Charter of Rights and Freedoms

Constitution Act, 1982

Ontario Human Rights Code

Ontario's Equity and Inclusive Education Strategy

Policy/Program Memorandum No. 119 (2009)

Policy/Program Memorandum No. 108

Niagara Catholic District School Board Policies

EQUITY AND INCLUSIVE EDUCATION POLICY

Adopted: June, 2010

Policy No.200.16

Revised:

ADMINISTRATIVE GUIDELINES

The *Guiding Principles of the Equity and Inclusive Education Strategy* state:

Equity and Inclusive education:

- is a foundation of excellence;
- meets individual needs;
- identifies and eliminates barriers;
- promotes a sense of belonging;
- involves the broad community;
- builds on and enhances previous and existing initiatives;
- is demonstrated throughout the system.

Equity and Inclusive Education in Ontario Schools: Guidelines for Policy Development and Implementation, Ontario's Equity and Inclusive Education Strategy and Policy/Program Memorandum No. 119 (2009) "*Developing and Implementing Equity and Inclusive Education Policies in Ontario Schools*" identify eight areas of focus for implementing equity and inclusive education. The eight areas of focus are:

1. Board policies, programs, procedures, and practices
2. Shared and committed leadership
3. School-community relationships
4. Inclusive curriculum and assessment practices
5. Religious accommodation
6. School climate and the prevention of discrimination and harassment
7. Professional learning
8. Accountability and transparency
- 9.

In accordance with the above policy documents, applicable legislation that outlines the denominational rights of the Catholic school system and with adherence to the *Guiding Principles of the Equity and Inclusive Education Strategy*, and consistent with the *Code*, each area of focus will serve to guide the actions of the Board and its schools, in honouring its commitments to equity and inclusive education policy development, implementation, monitoring and reporting.

1. Board Policies, Programs, Procedures and Practices

The Board recognizes the importance of antiracism and anti-harassment policies in promoting and maintaining a Catholic educational and working environment which fosters racial and ethno-cultural understanding.

The Board will ensure that its policy review cycle will result in the alignment and integration of the requirements of Policy/Program Memorandum No. 119 (2009) and the *Strategy* with all Board policies, programs, procedures, and practices. The perspectives of the entire diverse Catholic school community will be reflected in all areas of the teaching, learning and administrative culture. Every effort will be made to identify and remove discriminatory biases and systemic barriers that may limit access to and opportunity for effective employment procedures for individuals from diverse communities and underrepresented peoples within the context of the denominational rights of Catholic school boards.

The Board is committed to serving staff, students, and families in its diverse Catholic community by incorporating the principles of equity and inclusive education into all aspects of its policies, programs, procedures, and practices that are consistent with Catholic denominational rights.

The Board will endeavour to:

- 1.1. Establish the foundational framework that will inform its review and/or development and implementation of a comprehensive equity and inclusive education policy that recognizes and eliminates biases related to race, class, ethnicity, gender, sexual orientation, disability, family status, religion and linguistic differences as well as socio-economic factors.
- 1.2. Review existing equity and inclusive education policies and/or extend or develop such policies to fulfill the requirements of existing regulations, the *Strategy*, Policy/Program Memorandum No. 119, and the *Code*, in accordance with the denominational rights afforded to the Catholic school system.
- 1.3. Ensure that principles of equity and inclusive education permeate and are explicitly stated in all Board policies, programs, guidelines, operations, practices, and Board improvement plans.
- 1.4. Ensure all future policies, guidelines and practices are drafted and implemented in accordance with the Board's Equity and Inclusive Education Policy.
- 1.5. Collect information needed to monitor the effects of the implementation of the Equity and Inclusion Education policy by the Board.
- 1.6. Ensure all persons with disabilities are accommodated appropriately and in a manner consistent with the *Code*.
- 1.7. Provide training for school and system leaders to facilitate equitable recruitment and hiring to reflect Ontario's diverse society
- 1.8. Provide opportunities for the diverse school community, including students, staff, parents, trustees and community members, to provide active input into Board policies and improvement plans on an ongoing basis.
- 1.9. Ensure that staff will investigate in a thorough and timely manner any claims of discrimination and/or racism and take appropriate action consistent with the principles of the *Code*.

Staff will endeavour to:

- 1.10. Review existing school policies, for example, codes of conduct, to determine that they reflect the principles of equity and inclusive education.
- 1.11. Extend, develop, and implement strategies to actively engage students, parents, families, and the wider community in the review, development, and implementation of initiatives to support and promote equity and inclusive education.
- 1.12. Implement Board equity and inclusive education policies, programs and school improvement plans consistent with the *Code* and that reflect the needs of their diverse Catholic school community.

2. SHARED AND COMMITTED LEADERSHIP

The Board subscribes to an informed leadership philosophy that inspires, empowers, and supports all stakeholders in our Catholic community to join together to implement institutional practices and behaviours that cultivate equity and inclusion.

The Board is committed to providing informed shared leadership to improve student achievement and to close achievement gaps for students by identifying, addressing, and removing all barriers and forms of discrimination.

The Board recognizes the critical connection between student leadership and improved student achievement and will strive to include the student voice in all aspects of the implementation of equity and inclusive education.

In accordance with the Ministry's *Ontario Leadership Strategy*, effective Board and school leaders will encourage and promote a collaborative approach to all dimensions of equity and inclusive education, which ensures the participation of students, parents, parishes, unions, colleges and universities, service organizations and other community partners.

The Board is committed to establishing and maintaining partnerships with all members of our diverse Catholic community so that the perspectives and experiences of all students are recognized and their needs are met.

The Board will endeavour to:

Share in the life and mission of the Church by developing a system plan to build and sustain Board and staff capacity in the areas of equity and inclusive education in curriculum and instruction, human resources and governance.

- 2.1. Identify and appoint a contact person to liaise with the Ministry and other Boards to share challenges, promising practices and resources.
- 2.2. Provide extensive and ongoing education and training for students, staff and trustees in implementing equity and inclusive education and leadership initiatives.
- 2.3. Establish selection criteria for leadership positions that prioritize demonstrated commitment, knowledge and skills related to equity and inclusive education implementation and inclusive leadership, and consistent with proactive *Code* compliance.
- 2.4. Provide ongoing training for all staff that reflects comprehensive attention to the principles of human rights and their fundamental role in an equitable and inclusive environment.
- 2.5. Strive to ensure that members of communities that are underserved and /or marginalized are included in the shared leadership.

Staff will endeavour to:

- 2.6. Establish a collaborative culture where the collective capabilities and voices of all stakeholders are used to develop and implement equity and inclusive education goals.
- 2.7. Promote equity minded student leadership related to issues of social justice.
- 2.8. Develop initiatives with student facilitators representing diverse voices and experiences.
- 2.9. Demonstrate leadership in setting the tone for the positive and proactive implementation of the *Strategy* within the school.

3. SCHOOL-COMMUNITY RELATIONSHIPS

The Board recognizes that the effective review, development, implementation and monitoring of equity and inclusive education policies and practices requires the involvement of all members of the entire Catholic school community. The Board further recognizes the importance of engaging specialized expertise in developing and implementing its equity and inclusive education policy.

The Board will seek collaboration with and active engagement from students, parents, staff and other Catholic community partners to create and sustain a positive school climate reflective of Catholic values that supports student achievement.

The Board will identify, examine, and remove any barriers that exist, that are part of systemic discrimination under the *Code*, and that prevent full participatory school-community relations.

The Board is committed to establishing and maintaining partnerships with all members of our diverse Catholic community so that the perspectives and experiences of all students, families, and employees are recognized.

The Board will endeavour to:

- 3.1. Develop a database of information that establishes the diversity of communities based on self-identification.
- 3.2. Review and/or initiate tools to determine stakeholders' views on school environment and act upon relevant next steps.
- 3.3. Take proactive steps to ensure that existing committees represent the diversity of the wider community.
- 3.4. Review and deepen existing community partnerships to ensure that they reflect the principles of equity and inclusive education.
- 3.5. Expand community efforts to foster new partnerships that engage a cross-section of diverse students, parents, staff, community members and various community organizations to ensure inclusion.
- 3.6. Establish processes to identify and address systemic barriers that limit or prevent all sectors of the school community from benefiting from enhanced opportunities for Board representation and greater access to Board initiatives.
- 3.7. Identify under-represented communities and facilitate their participation and involvement in Board activities.
- 3.8. Gather and use the knowledge, skills, and experience of Board community partners to enrich the total educational and career experiences of staff, students, and volunteers.

Staff will endeavour to:

- 3.9. Implement strategies to review existing community partnerships to ensure that they reflect the diversity of the broader community.

- 3.10. Invite and support representation of diverse groups on school committees, including school improvement planning.
- 3.11. Engage stakeholders in community forums to listen and address concerns and suggestions.
- 3.12. Reflect the approaches described above in their outreach to the broader community.

4. INCLUSIVE CURRICULUM AND ASSESSMENT PRACTICES

The Board is committed to implementing an inclusive curriculum based on Catholic values and to reviewing resources, instruction, and assessment and evaluation practices in order to identify and address discriminatory biases so that each student may maximize her or his learning potential.

Both in its content and methodology, inclusive curriculum seeks to recognize our commitment to Catholic values and to affirm the life experiences of all students, regardless of race and ethnicity, gender, place of origin, religion, cultural and linguistic background, social and economic status, sexual orientation, age, and ability/disability.

The Board will endeavour to:

- 4.1. Ensure that staff will review student assessment and evaluation policies and practices to identify and address systemic bias that may exist in the way students' work is assessed and evaluated in order to reduce the achievement gap. The principles of such a review will be consistent with the *Code*.
- 4.2. Support the schools' review of classroom strategies that promote school-wide equity and inclusive education policies and practices specifically addressing areas of discrimination (e.g., race, gender, disability).

Staff will endeavour to:

- 4.3. Review student assessment and evaluation policies and practices to identify and address systemic bias that may exist in the way students' work is assessed and evaluated; the principles of such a review will be consistent with the *Code*.
- 4.4. Support the schools' review of classroom strategies that promote school-wide equity and inclusive education policies and practices.
- 4.5. Make certain that resources and instructional strategies are in accordance with Catholic teachings and values; are in compliance with the provisions of the *Code* with respect to the prohibited grounds of discrimination; show people of different races, genders, and ages in non-stereotypical settings, occupations, and activities; explore the roles and contributions of all peoples in Canada, and the factors that shaped these roles; encourage open discussion of the prohibited grounds of discrimination under the *Code* (e.g., race, gender, disability) in society, the community, and the school.

5. RELIGIOUS ACCOMMODATION

Committed to the mission of the Church, the Board provides a learning and working environment in which all individuals are treated with respect and dignity regardless of race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, age, record of offences, marital status, family status or disability, in accordance with the Ontario *Human Rights Code* and Ministry Policy/Program Memorandum No. 108.

Within the framework of gospel values, traditions, and the Board's denominational rights, in recognition of this diversity, the Board will attempt to provide reasonable accommodation for students' and staffs' religious beliefs and practices, while also protecting its denominational rights.

The Board is committed to the values of freedom of religion and freedom from discriminatory or harassing behaviour based on religion and will take all reasonable steps to provide religious accommodations within the legal rights afforded to the Catholic school system.

The Board will endeavour to:

- 5.1 Consult with a variety of individuals and groups who represent the religious diversity of the Board in the development/review and implementation of this accommodation..
- 5.2 Inform students and their parents/guardians and staff of their right to request accommodation for religious beliefs and practices.
- 5.3 Provide a religious accommodation guideline in keeping with the *Code*, and consistent with its denominational rights, which prohibits discrimination on the grounds of creed, and other *Code* protected grounds, and provides a duty to accommodate.
- 5.4 Provide religious accommodation for students and staff, where reasonable and consistent with the *Code*.

Staff will endeavour to:

- 5.5 Revise /Implement religious accommodation practices to align with the Board's religious accommodation guideline.

6. SCHOOL CLIMATE AND THE PREVENTION OF DISCRIMINATION AND HARASSMENT

The Board recognizes that a safe and welcoming environment is most conducive to learning. The Board will therefore seek to foster a Christ-centred, positive school climate, free from discriminatory or harassing behaviour. The Board acknowledges that a Christ-centered, positive school climate is one where all members of the school community feel safe, welcomed, and accepted. The principles of equity and inclusive education support positive student behaviour.

The principles of equity and inclusion are consistent with Catholic doctrine and must be considered and applied in employing progressive disciplinary measures, particularly when it is necessary to take into account mitigating and other factors.

The Board is committed to the principle that every person within the school community is entitled to a respectful, positive and Christ-centred school climate and learning environment, free from all forms of discrimination and harassment.

The Board will endeavour to:

- 6.1 Implement strategies to identify and remove discriminatory barriers that limit engagement by students, parents, and the community, so that diverse groups and the broader community have better Board-level representation and greater access to Board initiatives.
- 6.2 Put procedures in place that will enable students and staff to report incidents of discrimination and harassment safely and that will also enable staff/the Board to respond in a timely manner.
- 6.3 In an effort to alleviate the negative impact of suspensions and exclusions on students, proactive programs will be initiated or expanded to decrease the number of suspensions and expulsions.
- 6.4 Create a climate in which excellence is continually strived for and respect for all permeates the environment.

- 6.5 Communicate that administrators are expected to use progressive discipline and professional discretion, and to understand the duty to accommodate students with disabilities.

Staff will endeavour to:

- 6.6 Ensure that codes of conduct are revised to address all forms of racism, discrimination, and harassment.
- 6.7 Ensure the use of progressive discipline.
- 6.8 Welcome, respect and validate the contributions of all students, parents, and other members of the school community.
- 6.9 Ensure that every student is supported and is inspired to succeed in a culture of high expectations for learning.
- 6.10 Ensure that school codes of conduct reflect the needs of the diverse Catholic community served by the school and are developed with the active consultation and involvement of students, staff, parents, and community members.
- 6.11 Review or develop guidelines and procedures to address the prohibited grounds of discrimination under the *Code* as they may apply to students, staff, and others in the Catholic community.
- 6.12 Ensure that the established Board procedure will enable students and staff to report incidents of harassment and discrimination safely and to have confidence that they will receive a timely and appropriate response.
- 6.13 Ensure that all information about the new or revised procedures involving equity and inclusive education is communicated to all students, staff, families, and others in the school community.

7. PROFESSIONAL LEARNING

The staff of the Board is its most important asset and is the vehicle by which Catholicity and equity are taught in the classroom and throughout the system. The Board, therefore, recognizes the importance of ongoing professional learning to create a foundation for Catholic values, ecclesial and cultural identity, human rights education and effective teaching practices.

The Board is committed to providing the school community, including students, with opportunities to acquire the knowledge, skills, attitudes, and behaviours needed to identify and eliminate discriminatory biases and systemic barriers under the *Code*.

The Board will endeavour to:

- 7.1 Support the schools' review of classroom strategies that promote school-wide equity and inclusive education policies and practices.
- 7.2 Allocate adequate resources to provide ongoing opportunities for students, administrators, teachers, support staff, and trustees to participate in equity and inclusive education training and leadership initiatives:
- 7.3 Provide antiracism and antidiscrimination training that examines power and privilege, including training in prevention and early intervention strategies.
- 7.4 Ensure that training includes information on cross-cultural differences, and promotes a deeper understanding of exceptionalities and of how to mitigate discipline, in light of its effect on students with disabilities.
- 7.5 Identify a Board equity and inclusive education contact to liaise with the Ministry of Education and other Boards in order to share challenges, promising practices, and resources.

Staff will endeavour to:

- 7.6 Review classroom strategies and revise them as needed to help ensure that they are aligned with and reflect school-wide equity and inclusive education policies.
- 7.7 Promote collaborative teams that learn together, implement their learning and reflect together on best practices.
- 7.8 Build staff capacity through ongoing needs based professional learning determined through data analysis and based on results.
- 7.9 Encourage and support students in their efforts to promote social justice, equity, antiracism, and antidiscrimination in schools and classrooms.
- 7.10 Develop Equity initiatives and provide timely and specific feedback that will further school-wide equitable practices.

8 ACCOUNTABILITY AND TRANSPARENCY

The Board acknowledges and assumes the responsibility for its policies, actions, and decisions. In the pursuit of greater transparency and accountability, the Board, in respectful collaboration and communication with the whole Catholic school community, will report on its goals and progress in the areas of policy review, school improvement planning and the implementation of the *Strategy*.

The Board is committed to assessing and monitoring its progress in implementing the *Strategy*; to embedding the principles of Equity and Inclusive Education into all Board policies, programs, guidelines and practices; and to communicating these results to the community.

The Board will endeavour to:

- 8.1 Embed the principles of equity and inclusive education into all Board policies, programs, guidelines, and practices.
- 8.2 Actively communicate the equity and inclusive education policy to students, teachers, parents, staff, school councils, community partners, and volunteers and post it on the Board's website.
- 8.3 Seek and use feedback to improve the Equity and Inclusive Education Policy, in the spirit of continuous improvement.
- 8.4 Engage Board and school teams in school improvement planning with particular emphasis on using data to identify and remove barriers to student achievement, to raise awareness about discriminatory practices and to encourage conversations and collaborative actions about racism and other equity issues.
- 8.5 Establish processes to monitor progress and assess effectiveness of policies, programs, and procedures.
- 8.6 Report on the progress of implementation of the *Strategy* and its impact on student achievement using specific criteria.
- 8.7 Ensure the transparency of the Identification Placement and Review Committee (IPRC) process, inform, and support parents through this process.

Staff will endeavour to:

- 8.8 Report student achievement data annually to the Board and intervene to ensure the achievement and success of all students
- 8.9 Develop and communicate evidence based school improvement plans that are aligned with the *Strategy*.
- 8.10 Review and establish self-reflection and self-assessment tools to determine the effectiveness of the school's equity and inclusive education plans and procedures.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
JUNE 15, 2010**

**TOPIC: APPROVAL OF POLICIES
RELIGIOUS ACCOMMODATION POLICY (NEW) (INTERIM)
(EQUITY AND INCLUSIVE EDUCATION POLICY)**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Religious Accommodation Policy (*Interim*) (*Equity and Inclusive Education Policy*), as presented.

Prepared by: Yolanda Baldasaro, Superintendent of Education

Presented by: Yolanda Baldasaro, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: June 15, 2010

Niagara Catholic District School Board Policies

Niagara Catholic District School Board

EQUITY AND INCLUSIVE EDUCATION POLICY: RELIGIOUS ACCOMMODATION POLICY (INTERIM)

Adopted: June, 2010

Policy No.200.16.1

Revised:

STATEMENT OF POLICY

The Niagara Catholic District School Board (the Board) is committed to the values of freedom of religion and freedom from discriminatory or harassing behaviours based on religion and will take all reasonable steps to provide religious accommodations within the legal rights afforded to the Catholic school system. Such accommodations will be provided to staff, students and their families.

The Board believes in the dignity of all people and their equality as children of God. The Board recognizes the importance of freedom of religion and strives to recognize, value and honour the many customs, traditions and beliefs that make up the Catholic community.

Freedom of religion is an individual right and a collective responsibility. The Board commits to work with the community it serves to foster an inclusive learning environment that promotes acceptance and protects individuals from discrimination and harassment on the basis of their religion.

In accordance with the Catholic Church's teachings, it is the policy of the Board to provide, in all its operations, an educational environment which promotes and supports diversity within its Catholic community as well as the equal attainment of life opportunities for all students, staff, parents and members of other recognized faith communities.

The Director of Education will issue Administrative Guidelines in support of this policy.

References:

Canadian Charter of Rights and Freedoms

Constitution Act

Ontario Human Rights Code

Education Act

Ontario's Equity and Inclusive Education Strategy

Policy/Program Memorandum No. 119 (2009)

Policy/Program Memorandum No. 108

Policy on Creed and the Accommodation of Religious Observances, Ontario Human Rights Commission

Human Rights at Work, Ontario Human Rights Commission

Niagara Catholic District School Board Policies

Niagara Catholic District School Board

EQUITY AND INCLUSIVE EDUCATION POLICY: RELIGIOUS ACCOMMODATION POLICY

Adopted: June, 2010
Revised:

Policy No.200.16.1

ADMINISTRATIVE GUIDELINES

All school boards exist within a broader context of law and public policy that protect and defend human rights.

The *Canadian Charter of Rights and Freedoms* (Section 15) guarantees freedom of religion. *The Ontario Human Rights Code* (the *Code*) protects an individual's freedom from discriminatory or harassing behaviours based on religion. Consistent with this legislation is *The Education Act*, its Regulations and policies governing Equity and Inclusion in Schools:

PPM No. 108, "Opening or Closing Exercises in Public Elementary and Secondary Schools",

R.R.O. 1990, Regulation 298, "Operation of School-General" s 27-29, under the heading "Religion in Schools"

PPM No. 119, "Developing and Implementing Equity and Inclusive Education Policies in Ontario Schools".

The Board and its staff are committed to the elimination of discrimination as outlined in this Federal and Provincial legislation in a manner which is consistent with the exercise of its denominational rights under section 93 of the *Constitution Act, 1982* and as recognized in section 19 of the *Ontario Human Rights Code* (the *Code*).

The Board recognizes, and is committed to, the values of freedom of religion and freedom from discriminatory or harassing behaviour based on religion through its Equity and Inclusive Education Policy, the Safe Schools Policy and curriculum documents. All of these will be informed by, and interpreted in accordance with, the principles of the *Code*.

This Policy reflects the Board's fidelity to Canadian law protecting freedom of religion in accordance with the Catholic Church's teachings.

DEFINITIONS

1. Accommodation

The Ontario Human Rights Commission's *Policy on Creed and the Accommodation of Religious Observances* defines "accommodation" as a duty corresponding to the right to be free from discrimination:

The *Code* provides the right to be free from discrimination, and there is a general corresponding duty to protect the right: the "duty to accommodate." The duty arises when a person's religious beliefs conflict with a requirement, qualification or practice. The *Code* imposes a duty to accommodate based on the needs of the group of which the person making the request is a member. Accommodation may modify a rule or make an exception to all or part of it for the person requesting accommodation.

The duty to accommodate is an obligation that arises when requirements, factors, or qualifications, which are imposed in good faith, have an adverse impact on, or provide an unfair preference for, a group of persons based on a protected ground under the *Code*. The duty to accommodate must be provided to the point of undue hardship. In determining whether there is undue hardship, section 24(2) of the *Code* provides that reference should be made to the cost of accommodation, outside sources of funding, if any, and health and safety requirements.

2. Creed

Creed is interpreted by the Ontario Human Rights Commission *Policy on Creed and the Accommodation of Religious Observances* as "religious creed" or "religion." It is defined as a professed system and confession of faith, including both beliefs and observances of worship.

The existence of religious beliefs and practices are both necessary and sufficient to the meaning of creed, if the beliefs and practices are sincerely held and/or observed.

Creed does not include secular, moral, or ethical beliefs or political convictions. This policy does not extend to religions that incite hatred or violence against other individuals or groups, or to practices and observances that purport to have a religious basis, but which contravene international human rights standards or criminal law.

3. Undue Hardship

Accommodation will be provided to the point of undue hardship, as defined by the Ontario Human Rights Commission. A determination regarding undue hardship will be based on an assessment of costs, outside sources of funding, and health and safety. It will be based on objective evidence.

A determination that an accommodation will create undue hardship carries with it significant liability for the Board. It should be made only with the approval of the appropriate Supervisory Officer or where appropriate the Board of Trustees.

Where a determination is made that an accommodation would create undue hardship, the person requesting accommodation will be given written notice, including the reasons for the decision and the objective evidence relied upon. The accommodation seeker shall be informed of his or her recourse under the Board's Equity and Inclusive Education Policy and under the Ontario *Human Rights Code*.

Where a determination has been made that an accommodation would cause undue hardship, the Board will proceed to implement the next best accommodation short of undue hardship, or will consider phasing in the requested accommodation.

PROCEDURES

The Board is committed to providing an environment that is inclusive and that is free of barriers based on creed (religion). Accommodation will be provided in accordance with the principles of dignity, individualization, and inclusion. The Board will work cooperatively, and in a spirit of respect, with all partners in the accommodation process.

1. Accommodation Based on Request

The Board will take all reasonable steps to provide accommodation to individual members of a religious group to facilitate their religious beliefs and practices. All accommodation requests will be taken seriously. No person will be penalized for making an accommodation request.

The Board will base its decision to accommodate by applying the *Code's* criteria of undue hardship, the Board's ability to fulfill its duties under Board policies and the Education Act.

When concerns related to beliefs and practices arise in schools, collaboration among school, student, family, and religious community is needed in order to develop appropriate accommodation. It is the role of the Board and its staff to ensure equity and respect for the diverse religious beliefs and practices of students and their families and other staff in the school system. However, school administrators should not be placed in the position of monitoring a child's compliance with a religious obligation, and enforcing such practices, e.g. wearing a head covering is not the responsibility of the school or the Board.

2. General Procedures for Religious Accommodation

a. Staff

The person requesting accommodation should advise the administration at the beginning of the school year, to the extent possible. If September notice is not feasible, the person should make the request as early as possible.

The absence of employees due to religious observances should be granted as determined by this policy and the appropriate collective agreement.

b. Students

Students must present written notice from their parents/guardians specifying their accommodation needs relating to religious observances, including holy days on which they will be absent from school. This notice should be made enough in advance (preferably at the beginning of each school year) to ensure that scheduling of major evaluations, such as tests, assignments or examinations, takes the religious observances into consideration.

Student handbooks and parent newsletters should include information about the procedure to follow to request an accommodation for religious observances and/or holy days.

3. Unresolved Requests

An individual may feel that discrimination based on religion has occurred despite the Board's commitment to provide accommodation. The Board will take reasonable and timely steps to address unresolved issues raised by the affected person.

4. Areas of Accommodation

For many students and staff of the Board, there are a number of areas where the practice of their religion will result in a request for accommodation on the part of the school and/or the Board. These areas include, but are not limited to the following:

- i. School opening and closing exercises;
- ii. Leave of Absence for Religious Holy Days;
- iii. Prayer;
- iv. Dietary requirements;
- v. Fasting;
- vi. Religious dress;
- vii. Modesty requirements in physical education; and
- viii. Participation in daily activities and curriculum.

i. School Opening and Closing Exercises

Pursuant to the Ontario Ministry of Education Policy/Program Memorandum No. 108 ("Memorandum No. 108"), if a student or parent/guardian objects to all or part of the opening or closing exercises due to religious beliefs, the student will be exempted and given the option not to participate and to remain in class or in an agreed upon location through the duration of the exercise.

Memorandum No. 108 states the following:

1. All public elementary and secondary schools in Ontario must be opened or closed each day with the national anthem. "God Save the Queen" may be included.
2. The inclusion of any content beyond "O Canada" in opening or closing exercises is to be optional for public school boards.
3. Where public school boards resolve to include, in the opening or closing exercises in their schools, anything in addition to the content set out in item 1 above, it must be composed of either or both of the following:
 - a. One or more readings that impart social, moral, or spiritual values and that are representative of our multicultural society. Readings may be chosen from both scriptural writings, including prayers, and secular writings;
 - b. A period of silence.
4. Parents who object to part or all of the exercises may apply to the Principal to have their children exempted. Students who are adults may also exercise such a right.

These requirements will be interpreted in accordance with the *Code* and the Board will consider other requests for accommodation as may be made.

ii. Absence for Religious Holy Days

The Board affirms and values the faith diversity in our Catholic secondary schools. Section 21(2) (g) of the Education Act provides that a person is excused from school attendance in observance of a “holy day by the Church or religious denomination to which he/she belongs.”

All staff and students who observe religious holidays in accordance with section 21(2) (g) of the Education Act may be excused from attendance, subject to the particular request for religious leave process.

The Board will encourage members of diverse groups to identify their religious holy days at the beginning of each school year. The Board will make reasonable efforts to acknowledge the different observances of their Catholic community when planning programs and events, such as Board-wide tests and examinations.

(Examples of) Significant Holy Days:	
<i>Baha’j</i>	Ridvan
<i>Buddhist</i>	Lunar New Year/Chinese
<i>Western Christian</i>	Good Friday
<i>Eastern Christian</i>	Christmas Holy Friday
<i>Hindu</i>	Diwali
<i>Jewish</i>	Rosh Hashanah (2 days) Yom Kippur Passover (first day)
<i>Muslim</i>	Eid-ul-Fitr Eid-ul-Adha
<i>Sikh</i>	Baisakhi

All staff and students who request to observe a religious holy day should be allowed this right without having to undergo any unnecessary hardship.

Staff requesting a leave should advise the school administration at, or as close as possible to, the beginning of the school year and leave should be granted in accordance with the terms of the appropriate collective agreement.

Students requesting a leave should give verbal or written notice from their parent/guardian to the school at, or as close as possible to, the beginning of the school year. Such procedures should be easy to understand and follow.

Student agendas, school newsletters and announcements should include information about the procedures for requesting leaves.

All staff members acting on behalf of/representing the Board on other organizations, which in partnership with the Board are planning events or activities that involve students and/or staff of Board schools, have the responsibility to bring this procedure to the attention of these organizations.

Unresolved Requests

a. Employee

In the event that, after an employee's consultation with his or her supervisor, unresolved issues remain, then the matter will be referred to the appropriate Superintendent of Education and/or Superintendent of Human Resources.

b. Students

In the event that a student maintains that his or her rights under the Board's religious accommodation policy have been compromised, the matter will be referred to the school Principal, and further, if necessary, to the appropriate Superintendent of Education.

iii. Prayer

The Board recognizes the significance of prayer in religious practice. Board schools will make reasonable efforts to accommodate individuals' requirement for daily prayer by providing an appropriate location within the building for students and staff to participate in prayer. This may mean a quiet space in the library, an empty room, or wherever it is mutually satisfactory for the school and the student or staff member requesting the accommodation. Adult presence should be for supervision purposes only.

iv. Dietary Restrictions

The Board is sensitive to the different dietary restrictions of various religious groups. Such sensitivity includes attending to issues related to the menus provided by catering companies, snacks in elementary schools, and food provided within schools, at school-sponsored activities and community events.

Breakfast and lunch programs in both secondary and elementary schools will consider relevant dietary restrictions in their menu planning. Availability of vegetarian options is recommended as a form of inclusive design.

Special attention needs to be given to overnight outdoor education activities, as well as field trips that extend over a mealtime period.

v. Fasting

The Board is sensitive to religious periods of fasting. Board schools will endeavour to provide appropriate space, other than cafeterias or lunchrooms, for individuals who are fasting in religious observance. The Board recognizes that students who are fasting may need exemptions from certain physical education classes and Board schools should make reasonable efforts to provide appropriate accommodations.

vi. Religious Dress

"Dress Code" is the appropriate dress policy established by a school, and may include a school uniform.

The Board recognizes that there are certain religious communities that require specific items of ceremonial dress. The Board understands that some religious attire, which is a requirement of religious observance, may not conform to a school's Dress Code. Board schools will reasonably accommodate students with regard to religious attire. Religious attire is not cultural dress; it is a requirement of religious observation.

Religious attire that should be reasonably accommodated in Board schools includes, but is not limited to:

- c. Head covers: Yarmulkes, turbans, Rastafarian headdress, hijabs
- d. Crucifixes, Stars of David, etc.
- e. Items of ceremonial dress.

Where uniforms are worn, administrators may ask the student to wear religious attire in the same colour as the uniform (e.g. the head scarves for females); however, there may be religious requirements of colour that cannot be modified.

Special attention must be given to accommodations necessary for a student to participate in physical education and school organized sports. Where possible, these should be incorporated into Board policies as part of an inclusive design process.

The Board seeks to foster an atmosphere of cultural understanding in order to be proactive in addressing potential harassment about religious attire. Schools should be aware that harassment about religious attire is one of the most common types of harassment and bullying. In accordance with Board policy, the Board and its schools will not tolerate any teasing directed at, or inappropriate actions taken against, an individual's religious attire and there will be appropriate consequences for individuals who violate this rule.

There are religious communities that require specific items of ceremonial dress which may be commonly perceived as contravening Board policies, for example the use of the Kirpan by Khalsa Sikh students. For specific guidelines on the accommodation of Khalsa Sikh students wishing to carry a Kirpan, please see Appendix "A."

vii. Modesty Requirements for Dress in Physical Education Classes

The Board recognizes that some religious communities observe strict modesty attire in respect of their religion. This can become a matter of concern when students are asked to wear the clothing used in physical education activities. Such policies should be designed inclusively, taking into account common religious needs that may exist. If a student and his or her family has concerns that cannot be addressed through inclusive design, the school should discuss the modesty requirements with them, and, taking into consideration the Ministry of Education's mandated expectations in the physical education curriculum, provide reasonable accommodation. The curriculum requirements should be explained to the student and his or her family so that it has sufficient information to understand the physical education curriculum and to select available curriculum alternatives.

viii. Participation in Daily Activities and Curriculum

The Board will seek to reasonably accommodate students where there is a demonstrated conflict between a specific class or curriculum and a religious requirement or observance. Where academic accommodation is requested, the school should have an informed discussion with the student's parents/guardians to understand the nature and extent of the conflict.

The school staff should make it clear during the discussion that its role is to protect students and staff from harassment and discrimination because of their religion and cultural practices. Where these conflict with the school routines, activities or curriculum, the school should consider accommodation. It cannot, however, accommodate religious values and beliefs that clearly conflict with mandated Ministry of Education and Board policies.

It is important to note that when an individual requests an accommodation related to the curriculum, the accommodation applies to the individual in question and not to the whole class or to classroom practices in general.

The Ministry of Education recommends substitutions when there are exemptions requested related to specific curriculum (Ontario Secondary Schools, Grades 9-12, Program and Diploma Requirements).

In general, the Board recommends an informed, common-sense approach to questions of religion and curriculum. Hopefully, these questions can be solved by an open discussion between the teacher, the student and his/her family.

LIMITATIONS TO RELIGIOUS ACCOMMODATION

1. The Board supports freedom of religion and an individual's right to manifest his/her religious beliefs and observances. The right to freedom of religion, however, is not absolute and religious accommodation in the Board is carried out in the larger context of the Catholic education system and denominational rights of Catholic schools.
2. The Board, at all times, will seek to accommodate an individual's right to freedom of religion in a manner that not only respects the individual's beliefs but the principles of the Catholic Church.
3. As for chapels in Catholic schools, they are specifically designed and furnished for prayer and liturgy within the Catholic tradition and are not to be considered multi-faith chapels. Following the general custom of the Church, non-Catholics are welcome to join in prayer services and liturgical celebrations of the Catholic Church community (keeping in mind some restrictions such as sharing in Holy Communion). Such a chapel is open to all people for individual silent prayer or meditation. However, it is not appropriate that non-Catholic liturgies or group prayers be held in this setting.
4. It is therefore recommended:
 - i. that school administrators designate another appropriate space or classroom, other than the chapel, for religious celebrations celebrated by other Christian denominations or faith traditions and
 - ii. that Catholic school boards consult with their respective local Ordinary on such accommodations.

APPENDIX “A”
GUIDELINE FOR KIRPAN ACCOMMODATION

A Kirpan is a ceremonial sword that must be worn by all baptised Khalsa Sikhs. The Board seeks to accommodate Khalsa Sikhs who wear a kirpan under the following conditions as follows:

- At the beginning of the school year or upon registration, the student and parents/guardians must report to their respective school administration that they are Khalsa Sikhs and wear the five articles of faith, including a Kirpan.

The principal, in consultation with the student and his/her parents/guardians, will develop appropriate accommodations to allow the student to wear the Kirpan while ensuring the safety of others. These may include the following conditions:

- The Kirpan is six inches or less.
- The Kirpan will be sufficiently secured with a stitched flap so it is not easily removed from its sheath.
- The Kirpan will not be worn visibly, but under the wearer’s clothing.
- There is notification in writing to the principal by the parents/guardians and student and, where possible, from the Guardwara (place of worship), confirming that the student requesting accommodation is a Khalsa Sikh.
- Students under the age of eighteen must be accompanied by parents/guardians when discussing the rules regarding the wearing of a Kirpan.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
JUNE 15, 2010**

**TOPIC: APPROVAL OF POLICIES
COMPLAINT RESOLUTION POLICY (800.3)
(CURRENTLY HANDLING OF COMPLAINTS POLICY)**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Complaint Resolution Policy (800.3), as presented.

Prepared by: John Crocco, Director of Education
Presented by: John Crocco, Director of Education
Date: June 15, 2010

Niagara Catholic District School Board

COMPLAINT RESOLUTION

Adopted: April 28, 1998

Policy No. 800.3

Revised: April 2010

STATEMENT OF POLICY

The Niagara Catholic District School Board is committed to open communication with its parents, Catholic ratepayers and all educational partners through effective system and school-based communication procedures.

The Board recognizes that differences of opinion and concerns may arise during a school year. When differences in resolving a concern arise, there may be occasions when a complaint is made against an employee or a Trustee of the Niagara Catholic District School Board.

This Policy and Administrative Guidelines provides the process to resolve complaints in accordance with the Education Statutes and Regulations of Ontario, all applicable laws and statutes and of the Mission Statement of the Board.

All Trustees and employees of the Niagara Catholic District School Board will co-operate to ensure that all complaints are dealt with in a fair, consistent and reasonable manner. It is expected that common courtesy and Christian charity will be used to obtain a prompt resolution.

The Board and its employees will only consider a complaint that is signed, identifies the complainant and a specific incident that gives rise to the complaint. Anonymous complaints will not be acted upon.

Confidentiality of all complaints shall be maintained to the extent possible between the complainant and Board employees directly involved.

The Director of Education will issue Administrative Guidelines in support of this policy.

Reference:

The Education Act and Regulations of the Province of Ontario
Municipal Freedom of Information and Protection of Privacy Act
Board By-Laws

Niagara Catholic District School Board

COMPLAINT RESOLUTION

Issued: April 28, 1998

Policy No. 800.3

Revised: April 2010

ADMINISTRATIVE GUIDELINES

Definition of a Complaint

A complaint is defined as any oral or written communication expressing dissatisfaction with the application of policies, procedures, programs, services or actions of an employee, or Trustee of the Niagara Catholic District School Board. Those expressing oral complaint will be asked to put the complaint in writing to facilitate the investigation.

Chronic complainers, although rare in number, who persist in opposing rules, routines and functions of a school or the Board, even to the point of harassment of employees will be advised in a firm and charitable manner that such action will not be condoned.

Complaints will not be processed where the complainant are members of the public that have had a recent opportunity to comment on a Board decision or in which another process are in place to hear complaints such as public meetings.

Investigation

Wherever possible, all complaints are to be dealt with at the school or site level with the employee involved providing the complaint is not frivolous or vexatious as determined by the employee's supervisor, in consultation with a Supervisory Officer of the Niagara Catholic District School Board.

A person who makes or is the subject of a complaint must not conduct or oversee any aspect of the complaint investigation.

A complaint of a Trustee will be referred directly to the Chair of the Board and heard in the In-Camera Meeting of the Board.

Trustees who receive a complaint are to direct the complainant to contact the school Principal. If the concern is not resolved at the school level, the Trustee will direct the complainant to contact the appropriate Superintendent of Education or the Director of Education. Trustees will only facilitate the direction of the complainant to appropriate supervisory staff so as to not forfeit participation in a potential appeal to the Board.

Employee complaints related to working conditions and collective agreement items are investigated as provided in the respective Collective Agreements.

Complaints between employees will follow the process outlined within this Policy and Administrative Guidelines. For teachers certified by the Ontario College of Teachers, the complainant must strictly adhere to the requirements of the Teaching Profession Act.

Employees named in complaints are presumed innocent unless it is concluded through the results of the investigation, that on the balance of probabilities, that the complaint is substantiated. The employee named in a complaint must be notified of the complaint, the name of the individual submitting the complaint, provided with a copy of the complaint and be provided an opportunity to respond to the allegations within the complaint. Employees will be informed of the process, decision and resolution, if any, of the complaint.

No record of a complaint will be kept in the employee's personnel file unless disciplinary action was determined by the Director of Education / or delegate or the Board.

Conflict of Interest

Employees involved in conducting or directly supervising a complaint investigation must be free from actual or perceived conflict of interest, including actual or perceived non-pecuniary conflicts or biases.

A conflict of interest to resolve the complaint shall exist when the supervisor otherwise charged with hearing the complaint or appeal about an employee is related by family or by marriage to the employee who is the subject of the complaint. Employees deemed to be supervisors include Managers, Principals, Vice-Principals, Controller of Plant, Superintendents of Education and the Director of Education. Trustees shall declare a conflict of interest to a complainant that involves an employee who is related by family or by marriage, or at the appeal to the Board if they have participated in the issue with the complainant.

For integrity of the process and decision, the supervisor or Trustee will immediately declare a conflict of interest to the complainant and direct the complainant to the Director of Education who will either reassign the complainant to another supervisor or hear the complaint directly. At anytime the supervisor or Trustee may refer to the Director of Education for advice.

When a conflict of interest is declared by a Superintendent of Education or Controller of Plant, the Director of Education will either reassign the complainant to another Superintendent of Education or hear the complaint.

When a conflict of interest is declared by the Director of Education, the Director will notify the Chair of the Board and will assign two (2) Superintendents of Education to investigate the complaint. An appeal of the decision by the Superintendents of Education is submitted to Executive Council to determine if the appeal will be heard by the Board.

Processing of Complaint

Complaints will be acted upon by all employees of the Niagara Catholic District School Board promptly and no later than two (2) working weeks from the date of complaint.

To facilitate the resolution of complaints the following complaint process will be followed to focus on the issues:

1. COMPLAINANT AND EMPLOYEE CONCERNED

The complainant is to contact the employee involved to discuss the concern and attempt to resolve the matter. If not satisfactorily resolved, then;

2. COMPLAINANT AND THE EMPLOYEE'S IMMEDIATE SUPERVISOR

The complainant will be referred to the employee's immediate supervisor to discuss the concern and attempt to resolve the matter. If not satisfactorily resolved, then;

3. COMPLAINANT AND SUPERINTENDENT / CONTROLLER OF PLANT

The complainant will be referred to the appropriate Superintendent or Controller of Plant to discuss the concern and attempt to resolve the matter. If not satisfactorily resolved, then;

4. COMPLAINANT AND DIRECTOR OF EDUCATION

The complainant will be referred to the Director of Education for consideration of the complaint and the decisions made by supervisory staff of the Board. If not satisfactorily resolved, then;

5. APPEAL TO THE BOARD

A complainant may submit a written request to the Chair of the Board to delegate to the In-Camera Meeting of the Board if not satisfied with the decision of the Director of Education. The delegation request will follow Board By-Law Section 13 subsection B through J. The complainant will be advised in writing, unless otherwise advised by legal counsel, of any decisions taken by the Board in relation to the complaint.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
JUNE 15, 2010**

**TOPIC: APPROVAL OF POLICIES
MONTHLY FINANCIAL REPORTS POLICY (600.3)**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Monthly Financial Reports Policy (600.3), as presented.

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

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

Approved by: John Crocco, Director of Education

Date: June 15, 2010

Niagara Catholic District School Board

MONTHLY FINANCIAL REPORTS

Adopted: March 31, 1998

Policy No. 600.3

Revised:

STATEMENT OF POLICY

The Niagara Catholic District School Board is committed to maintaining a high level of fiscal responsibility and financial accountability. In order to monitor the financial transactions of the Board and to assist the trustees and the Director/Secretary and Treasurer to fulfill accountability expectations, the following Financial Reports will be submitted on a monthly basis to the Committee of the Whole for the review of the trustees:

1. A Summary of Banking Transactions
2. A Statement of Revenue and Expenditures recorded to date.

A monthly list of payments will be made available in the Holy Cross Community Room for the review of trustees

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
JUNE 15, 2010**

**TOPIC: APPROVAL OF POLICIES
NUTRITION POLICY (302.7)**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Nutrition Policy (302.7), as presented.

Prepared by: Yolanda Baldasaro, Superintendent of Education

Presented by: Yolanda Baldasaro, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: June 15, 2010

Niagara Catholic District School Board

NUTRITION POLICY

Adopted: June 21, 2005

Policy No. 302.7

Revised: May 27, 2008

June 16, 2009

April 26, 2010

STATEMENT OF POLICY

The Niagara Catholic District School Board is committed to supporting a healthy school environment. Good nutrition is essential for the proper growth and development of children. Good nutrition is vital to the health and well being of each student and his/her potential to learn. The Board supports schools and parents/guardians in providing an environment in which students are encouraged to make healthy food choices on a regular basis.

The Niagara Catholic District School Board believes that the school, in cooperation with the parent/guardian and the general community, has an important role to play in the development of positive attitudes toward good nutrition and lifelong healthy eating habits.

The Board believes that the student nutritional choices can be positively influenced through role modelling. Foods and beverages provided by the Niagara Catholic District School Board for students in a school setting will meet moderate or maximum nutritional value. Nutrition choices will not usually be screened.

In order to establish an environment that reduces the risks for all students who suffer severe, life threatening allergic reactions (anaphylaxis) to certain foods, Principals must follow the Administrative Guidelines as outlined in the **Anaphylaxis Policy 302.1** of the Niagara Catholic District School Board.

The Board also believes that a sequential, comprehensive nutrition education curriculum begins in Kindergarten and continues through Secondary School. Nutrition education includes the curriculum expectations as outlined in the Ontario Curriculum as well as opportunities through planned and incidental events in the classroom.

This policy applies to Elementary Schools, Secondary Schools and other Board sites where students of all ages are educated.

The Director of Education will issue guidelines in support of this policy.

References:

Ontario Society of Nutrition Professionals in Public Health, Call To Action: Creating a Healthy School Nutrition Environment – Table 7 p. 35-38;

Ministry of Education and Training: Policy/Program Memoranda No. 135, October 20, 2004

Niagara Catholic District School Board

NUTRITION POLICY

Issued: June 21, 2005
Revised: May 27, 2008
June 16, 2009
April 26, 2010

Policy No. 302.7

ADMINISTRATIVE GUIDELINES

Background:

It should be noted that within the documents entitled:

Eating Well with Canada's Food Guide

Ontario Society of Nutrition Professionals in Public Health
Call To Action: Creating a Healthy School Nutrition Environment

are the foundations and beliefs of the Nutrition Policy and Administrative Guidelines.

The Healthy School Environment

We believe we should strive to provide the best possible learning environment for our students. As adults, we can influence students in a positive way through our role modeling. We need to therefore provide children only with foods and beverages that are highly nutritious.

In order to bring about positive change towards sound nutritional habits, we must educate and model good nutritional food choices for our students. It is not the purpose of these administrative guidelines to foster a cooperative approach to encourage nutritious food choices for our students.

These guidelines encourage consistent healthy eating messages and food selections in the school environment, which are based on Canada's Food Guide to Healthy Eating. This enhances opportunities for our students to make positive lifestyle choices. Each school, in its activities, should serve as many "maximum" nutritional value foods as possible, and reduce the serving of "minimum" nutritional value foods.

The definition of Maximum, Moderate, and Minimum Nutritional Value Foods can be found in:

Ontario Society of Nutrition Professionals in Public Health
Call To Action: Creating a Healthy School Nutrition Environment
Table 7 p. 35-38 - Classification of Foods with Maximum, Moderate and Minimum Nutritional Value.

When conducting meetings (i.e. Board level, Catholic School Council, etc.), if food is served, emphasize foods with Maximum Nutritional Value.

Fundraisers

When fundraisers include food items, it is recommended that only foods from the Maximum or Moderate Nutritional Value of

Ontario Society of Nutrition Professionals in Public Health

Call To Action: Creating a Healthy School Nutrition Environment

Table 7 p. 35-38 - Classification of Foods with Maximum, Moderate and Minimum Nutritional Value,
be selected.

When Special Food Days and Events are held schools should ensure a standard of Maximum or Moderate Nutritional value for all special events.

For School-Wide Sales an/or Canteen Sales, ensure that only Maximum and /or Moderate Nutritional Value food items are sold in school tuck shops or canteens (i.e. sports tournaments).

Beverage and Food Vending Machines in our Schools

While the **Ministry of Education and Training: Policy/Program Memoranda No. 135** refers only to Elementary Schools, for the purpose of this guideline it shall apply to Secondary Schools and other board sites **as of September 2011**.

Elementary, Secondary Schools and other Board sites where students are educated (i.e. Continuing Education, S.C.O.E.P.) shall offer only 100% fruit or vegetable juice, water or milk (white or flavoured, 2% MF or less).

Elementary, Secondary schools and other Board sites shall ensure that only Maximum or Moderate Nutritional Value food items are sold in vending machines.

Food Services Programs and Cafeterias

When working with partners/providers, one must make every effort to provide healthy nutritional choices, as well as favourably priced choices for students.

The Food Standards emphasize healthy food choices such as whole grains, vegetables, fruit and lower fat milk products, while respecting and reflecting cultural and ethnic foods at a reasonable cost. No foods with minimum nutritional value will be served **as of September 2011**.

School Nourishment Programs

Food or beverages of Maximum or Moderate Nutritional Value shall be served in school nourishment programs (e.g. Breakfast For Learning Program).

Nutrition Education for Students

Each school will provide their students with Nutrition Education. The nutrition education should include the curriculum expectations as outlined in the Ontario Curriculum as well as opportunities through planned or incidental events in the classroom.

Parent and Community Education

Each school is encouraged to recognize, value and support parental/guardian involvement in making changes, which reflect a healthy school nutrition environment.

In collaboration with the **Niagara Region Public Health Department**, schools will include practical suggestions for school lunches and snacks in school communications.

Safe Food Environment

In order to establish an environment that reduces the risks for all students who suffer severe, life threatening allergic reactions (anaphylaxis) to certain foods, Principals must follow the Administrative Guidelines as outlined in the **Anaphylaxis Policy 302.1** of the Niagara Catholic District School Board.

Appendices:

Ontario Society of Nutrition Professionals in Public Health

Call To Action: Creating a Healthy School Nutrition Environment - Table 7 p. 35-38.

Ministry of Education and Training: Policy/Program Memoranda No. 135

October 20, 2004.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
JUNE 15, 2010**

**TOPIC: APPROVAL OF POLICIES
STUDENT TRANSPORTATION POLICY (500.2)**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Student Transportation Policy (500.2), as presented.

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

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

Approved by: John Crocco, Director of Education

Date: June 15, 2010

STUDENT TRANSPORTATION POLICY

Adopted: March 27, 2007
Revised: April 28, 2009

Policy
No.
500.2

STATEMENT OF POLICY

In accordance with the *Education Act*, school boards may provide home-to-school or school-to-school transportation to their students who are within the Board’s jurisdiction or control. In all cases (other than those situations specified in the *Education Act*), transportation is a privilege, not a right, and it may be withdrawn at any time.

Eligibility

1. Transportation may be provided for elementary and secondary school students when the walking distance from the student's residence to their home school is equal to or greater than the distance listed below:

Grade Level	Kilometers
Junior Kindergarten - Senior Kindergarten	.80
Grades 1 - 8	1.60
Grades 9 - 12	2.50

2. All distances referenced shall be the shortest walking route, measured from the point at which the laneway or driveway of the student’s residence joins the roadway to the nearest roadway or pathway/sidewalk entrance to the school property.
3. The distance from a student’s residence to the bus pickup or discharge location shall not exceed the transportation eligibility distances.
4. Where a student encounters safety hazards on his/her walk to school, consideration may be given to providing appropriate transportation for the student.
5. Transportation may be provided to students with exceptional needs, with the approval from the authorized department.
6. Transportation may be provided to students, who attend a school other than their home school for approved program attendance, with the approval from the authorized department.
7. Every effort will be made to keep student transportation time from home to school at a reasonable level. Whenever possible and practical, the transportation time is not expected to exceed one hour.

The Director of Education, in consultation with the Niagara Student Transportation Services (NSTS) Consortium, will issue Administrative Guidelines in conjunction with this policy.

Reference:
Education Act. R.S. 1990, c.E.2 S.190

STUDENT TRANSPORTATION POLICY

Issued: March 27, 2007
Revised: September 29, 2008

Policy No. 500.2

ADMINISTRATIVE GUIDELINES

1. TRANSPORTATION OF STUDENTS WITH EXCEPTIONAL NEEDS

Transportation for students with exceptional needs will be provided in accordance with the following criteria:

- a. The Student Support Services' Department in consultation with the school and Niagara Student Transportation Services (NSTS), will determine if a student with special needs requires special transportation that is not the regular bussing provided by the Board. In all cases, staff from the Student Support Services' Department will obtain approval from the Program Officer for Special Education.
- b. The safety of a student with special needs will be a factor when considering alternative transportation arrangements.
- c. Students, with special medical conditions as documented by a physician, will be provided with transportation as required.
- d. Students enrolled in a Special Education Class, that is unavailable at the student's home school, will be provided with transportation.
- e. When no such specific education program is involved, parents are responsible for providing transportation for students with special needs attending a school that is outside of their school area.
- f. One school week is required to implement special transportation arrangements.

2. TRANSPORTATION OF STUDENTS FROM SCHOOL TO SCHOOL

The Board will provide school to school transportation with respect to the following educational programs, as approved by the appropriate Superintendent:

- a. Eucharistic and Liturgical Programs
- b. Cyberquest Studio Programs
- c. Spiritual Centre Outdoor Education Programs
- d. Alternative Co-operative Education Programs
- e. Apprenticeship Preparation Courses

3. TRANSPORTATION OF STUDENTS TO SUMMER SCHOOL

Transportation may be provided for students who are authorized to attend secondary school summer courses, as approved by the appropriate Superintendent.

4. TRANSPORTATION OF STUDENTS ON FIELD TRIPS

Transportation may be provided and funded by the school for students who are authorized to participate in field trips organized by the school, in accordance with the related approved procedures.

5. TRANSPORTATION OF STUDENTS ON “LATE BUSES”

In order to facilitate the participation of students in extra curricular activities, the Board will endeavour to provide “late bussing” for students who reside in rural areas which are distant from the school.

6. RESPONSIBILITIES FOR THE SAFETY OF STUDENTS

Parents should be aware of the Transportation Policy of the Board and of its related Administrative Guidelines and Procedures. It is the responsibility of the parents:

- a. to make appropriate arrangements for the safety of their children while they travel from home to school on foot or by other means;
- b. to ensure that the student is adequately supervised while walking to and from school, where a student is not eligible for transportation;
- c. to ensure that the student is adequately supervised while walking to and from the bus stops, where a student is eligible for transportation.

Students shall be made aware of the following expectations regarding behaviour on buses and taxis at the beginning of each school year. It is the responsibility of the students:

- a. to avoid anything which might disturb the driver or interfere with the safe operation of the vehicle;
- b. to exercise care, caution, good manners and consideration for others;
- c. to refrain from throwing articles inside the bus or out a window;
- d. to obey promptly the instructions of the driver and school patrollers;
- e. to refrain from smoking, drugs and alcohol;
- f. to refrain from using obscene language;
- g. to keep all parts of the body inside the vehicle at all times;
- h. to remain seated at all times;
- i. to be aware of the fact that misbehaviour on buses may result in suspension or loss of transportation privileges.

Bus drivers shall adhere to applicable laws, regulations and Board policies. It is the responsibility of the drivers:

- a. to be courteous, kind but firm and above reproach at all times;
- b. to maintain control over the students riding in the vehicle at all times;
- c. to exercise due care and precaution at all times;
- d. to ensure that all students have left the bus before considering the route complete;
- e. to maintain consistent pick-up and discharge times and to refrain from changing the bus routes without the approval of the Board;
- f. to refrain from smoking inside the vehicle or on the Board’s property;
- g. to dress in a suitable and acceptable manner;
- h. to issue a warning to a student who violates the student bus expectations;
- i. to report to the school Principal, in writing, the name of any misbehaving student, the nature of the misbehaviour and any specific action taken.
- j. to avoid carrying their own under school age children on their school bus without Board approval.

Principals are responsible for the care and well-being of the students while they are being transported. It is the responsibility of the Principals:

- a. to investigate thoroughly all reported misbehaviour on school vehicles;
- b. to discipline and, if necessary, withdraw or suspend transportation privileges;
- c. to inform parents personally by telephone, and confirm in writing, the details of the disciplinary problem and the action taken;
- d. to encourage and support the use of bus safety education programs for students such as are provided by the Board, bus operators and area police services;
- e. to provide adequate supervision arrangements for the loading and unloading of buses and taxis at their respective schools and be available should a problem arise during the runs;
- f. to notify the parents in writing if a student misbehaves on the bus and inform the parent that further offences may result in the student losing bus riding privileges.

7. OPERATION OF SCHOOL BUSES

Transportation services may be provided to eligible students using contracted school buses, taxis or through services provided by a Public Transit Commission.

Where possible, bus stops should be located where the driver has a clear view of the road in both directions for at least 150 metres (500 feet). Where possible, bus stops should not be located on a steep grade, brow of a hill, or on a blind curve.

At no time shall the number of passengers in any vehicle exceed the capacity for which the vehicle has been licensed by the Ministry of Transportation. Students are not permitted to stand on school buses as a result of a lack of seating spaces (other than for a few start-up days when passenger loads are being assessed and adjusted).

Unless a vehicle is standing in a bus loading zone or bus stop, pupils shall not be discharged on a road or highway until all traffic has come to a complete stop.

Where it is possible and practical, there shall be co-operation and co-ordination of services with other school boards or private schools in the transportation of elementary and secondary school pupils.

8. EQUIPMENT AND OTHER ITEMS

Where equipment or other items are transported, it is important to ensure that the centre aisle be kept clear in case of an emergency and a quick exit is required. In the interest of student safety, certain equipment is permitted on school vehicles, as follows:

- a. Only musical equipment in cases shall be transported and shall be kept on the students' lap or under the seat, if possible.
- b. Ice skates shall have the blades covered and be tied together or carried in a sports bag. They shall be kept on the floor under the student's seat.
- c. Sports equipment such as skis, poles and skateboards shall not be allowed on the bus.
- d. Program related items shall be transported if special arrangements have been made in advance between the Principal (or designate) and the driver. Animals, birds, firearms, explosives, water pistols and any items that may interfere with the safe operation of the bus are not allowed. In case of a dispute, the final decision as to what shall or shall not be transported rests with Niagara Student Transportation Services.

9. **HANDLING OF CONCERNS**

Every effort shall be made to investigate concerns while recognizing the need for the efficient and safe transportation of students in compliance with the Board's regulations and procedures.

Concerns by parents are to be processed in accordance with the following procedures:

- a. Concerns should be directed initially to the school Principal.
- b. If the concerns are not resolved at the school level, the parent shall be directed to contact Niagara Student Transportation Services.
- c. If the concerns are still not resolved, the parent will be requested to contact the appropriate Superintendent of Education for further consideration.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
JUNE 15, 2010**

TOPIC: LARKIN ESTATE ADMISSION AWARDS 2010-2011

NOTE: The following information was received after the Larkin Estate Admission Awards 2010-2011 was presented the Committee of the Whole:

Simone Gomes from Denis Morris Catholic High School will be attending McMaster University for Social Sciences and has been added to the Larkin report for this year. (\$500.00)

Thus amending the payment amount to \$9,000.00

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the payment of \$9,000.00 for Larkin Estate Admission Awards at \$500.00 per eligible student, as presented.

Prepared by: Yolanda Baldasaro, Superintendent of Education

Presented by: Yolanda Baldasaro, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: June 1, 2010



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO THE COMMITTEE OF THE WHOLE MEETING JUNE 1, 2010

LARKIN ESTATE ADMISSION AWARDS 2010-2011

BACKGROUND INFORMATION

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

As of April 30th, 2010 the undistributed earnings and the balance of the scholarship fund amounted to \$12,240.54. According to the terms of the bequest, the undistributed earnings may be paid to eligible students who are approved by the Board.

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

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

RECOMMENDATION

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

Prepared by: Yolanda Baldasaro, Superintendent of Education

Presented by: Yolanda Baldasaro, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: June 1, 2010

APPENDIX A**LARKIN ESTATE AWARDS 2010-2011****New Applicants**

Name	Degree/Diploma	Graduate of
Kevin Spykerman University of Toronto	Philosophy	Blessed Trinity Catholic Secondary School
Elizabeth Marie Toner Brock University	Child and Youth Studies	Holy Cross Secondary School
Amanda Lefleur Niagara College	Child and Youth Worker	Notre Dame College School
Hilary Nolle McMaster University	Nursing	Notre Dame College School
Samantha Symonds Western University	Social Science (Linguistics)	Notre Dame College School
Erika Rogers Brock University	Nursing – B.SC.	Notre Dame College School
Olivia Hunter Trent University	Nursing	Notre Dame College School
Ashley Cascanette McMaster University	Nursing – B. SC.	Blessed Trinity Catholic Secondary School

APPENDIX B

LARKIN ESTATE AWARDS 2010-2011

Renewal Applicants

Name	Degree/Diploma	Graduate of
Emily Baker Western University 2	Nursing - BSN	Holy Cross Catholic Secondary School
Ariana Visentin Brock University 2	Nursing - BSN	Denis Morris Catholic High School
Allysha Tesa Litalien University of Western Ontario 3	Nursing	Notre Dame College School
Nicole Magno Ryerson University 3	Nursing – B. SC.	Denis Morris Catholic Secondary School
Brittany Young Brock Unviersity 3	Nursing – B. SC.	Denis Morris Catholic Secondary School
Adelaine Nohara Franciscan university of Steubenville 3	Philosophy/Theology/Bioethics	Notre Dame College School
Andrea Vargas-Sanchez University of Toronto 3	Mathematics and Physical Science	Notre Dame College School
Reema Nuru Georgian College 4	Nursing – B. SC	Notre Dame College School
Jennifer Cordoba- Londono – Brock University 4	Nursing – B.SC.	Notre Dame College
Simone Gomes 3 McMaster University	Social Sciences (Social Work)	Denis Morris Catholic High School

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
JUNE 15, 2010**

**TOPIC: APPROVED MINUTES OF THE SPECIAL EDUCATION
ADVISORY COMMITTEE MEETING OF MAY 5, 2010**

RECOMMENDATION

THAT the Niagara Catholic District School Board receive the Approved Minutes of the Special Education Advisory Committee Meeting of May 5, 2010, as presented for information.



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

MINUTES OF THE SPECIAL EDUCATION ADVISORY COMMITTEE MEETING

WEDNESDAY, MAY 5, 2010

Minutes of the Meeting of the Special Education Advisory Committee, held on Wednesday, May 5, 2010, 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 Chair Racine.

2. Roll Call

Members	Affiliations	Present	Excused	Absent
Anna Racine (Chair)	The Tourette Syndrome Association of Ontario	✓		
Kim Rosati (Vice-Chair)	VOICE for Hearing Impaired Children	✓		
Connie Parry	Association for Bright Children		✓	
Heather Schneider	Community Living-Welland/Pelham		✓	
Carole Fuhrer	Learning Disabilities Association	✓		
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		✓	
Diane Dakiv	Ontario Brain Injury Association	✓		
Trustees				
Gary Crole		✓		
Maurice Charbonneau			✓	

The following staff were in attendance:

Yolanda Baldasaro, Superintendent of Education; **Marcel Jacques**, Administrator Special Education; **Tina DiFrancesco**, Recording Secretary

Chair Racine informed SEAC members that Mona O'Brien of VIEWS has resigned from the Special Education Advisory Committee. Chair Racine introduced Ashley Graham, new Executive Director for the LDA-N, who will become the primary SEAC representative for LDA-N starting in September 2010.

3. Approval of the Agenda

Moved by Cyndi Gryp

Seconded by Rob Lavorato

THAT the Special Education Advisory Committee approve the Agenda of the Special Education Advisory Committee Meeting of May 5, 2010.

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 April 7, 2010

Moved by Carole Fuhrer

Seconded by Kim Rosati

THAT the Special Education Advisory Committee approve the Minutes of the Special Education Advisory Committee Meeting of April 7, 2010, as presented.

CARRIED

B. PRESENTATIONS

C. VISIONING

1. Goals and Vision for 2009/2010

1.1 Survey to ERT's

Chair Racine explained the SEAC's role at the ERT meeting on April 20th, 2010 and described the process involved for the SEAC questionnaire. Staff will provide a summary of the results at the June 2nd meeting.

D. BUSINESS ARISING FROM THE MINUTES OF THE MEETING OF APRIL 7, 2010

1. Learner Advocacy

1.1 Review of Summit Evening

Chair Racine, Rob Lavorato and Superintendent Baldasaro attended the Summit on April 14th, 2010. Participants in the event discussed the contents of Niagara Catholic's Vision 2020 Discovery Report, which was facilitated by Maria Sanchez-Keane after months of consultation with Niagara Catholic staff, students, parents, parish priests, community leaders and other supporters. Superintendent Baldasaro informed SEAC members that a summary of the results will be forwarded to the Director of Education.

2. **Parent Outreach**

3. **Program and Service Recommendations**

3.1 **Review of SEAC E-Learning website**

A recommendation was made by the Ministry of Education for Special Education Advisory Committees to review the SEAC e-learning website at <http://seac-learning.ca> and bring forth suggestions on how it can be utilized to be a more effective source of information for SEAC members. Paper copies of the information from the website were provided to the members for review. Chair Racine will respond to the Ministry of Education on behalf of the SEAC.

4. **Special Education Budget**

5. **Annual Review, Special Education Plan**

5.1 **Approval of the Special Education Plan 2010, Building Bridges to Services 2010 and Beyond**

Moved by Carole Fuhrer
Seconded by Kim Rosati

THAT the Special Education Advisory Committee approve the Special Education Plan 2010, Building Bridges to Services 2010 and Beyond as presented.

CARRIED

Marcel Jacques informed SEAC members that plans to incorporate the Special Education Plan with the Board Improvement Plan are forthcoming.

6. **Other Related Items**

6.1 **SEAC Logo**

Carole Fuhrer gave an overview of the SEAC logos she's researched. More information is forthcoming.

7. **Policy Review**

7.1 **Review of Current Policies**

7.1.1 **Anaphylaxis**

7.1.2 **Niagara Catholic Retirement & Service Recognition Celebration**

7.1.3 **Facility Partnerships**

The following policies were sent electronically to the SEAC for information; Anaphylaxis, Niagara Catholic Retirement & Service Recognition Celebration, and Facility Partnerships. Superintendent Baldasaro gave a brief overview of the policies. Chair Racine suggested that any comments or suggestions can be forwarded to her by May 10th, 2010 and she will submit them on behalf of the SEAC. Vetting closes May 14th, 2010. The Nutrition Policy, Student Transportation Policy, Monthly Financial Transactions, and Handling of Complaints Policy were also sent electronically to the SEAC members for information. Vetting closes May 25th, 2010. Chair Racine suggested any comments be forwarded to her by May 21st, 2010 and she'll submit them on behalf of the SEAC.

E. AGENCY REPORTS

1. *VOICE for Hearing Impaired Children – Kim Rosati*

- Nil Report

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

- Planning is underway for the October 2010 Provincial Conference being held in Niagara Falls.

3. *Community Living – Welland/Pelham – Heather Schneider*

- Nil Report

4. *Association for Bright Children – Connie Parry*

- Report sent electronically to be included in the minutes;
- Please join us Saturday, June 5, 2010 for the Association for Bright Children of Ontario (ABC) Conference and Annual General Meeting, hosted by the Toronto Chapter. The event will take place at the Catholic Education Centre, 80 Sheppard Avenue East, Toronto, ON
Schedule: Adults
8:30a.m. – 9:00a.m. : Registration
9:00a.m. – 10:00a.m. : Motivational Speaker, Aidan Orange (www.aidanorange.com)
10:00a.m. – 10:15a.m. : Break
10:15a.m. – 10:45a.m. : Annual General Meeting (Provincial and Toronto)
10:45a.m. – 12:30p.m. : Jennifer Kolari, Child Therapist (www.connectedparenting.com)
Schedule: Children
9:00a.m. – 10:00a.m. : Motivational Speaker, Aidan Orange (www.aidanorange.com)
10:00a.m. – 12:30p.m. : Workshops including Dungeons and Dragons, Digital Photography, Comic Book Creator, Art Venture (Childcare available for children 2-4 years)
Price:
Free for members (donations welcome; tax receipts issued for donations of \$20 or more) \$20 for non-members. Bring your own snacks. None are available for sale at this event. Book soon – space is limited. This event is supported by Trustee Maria Rizzo, TCDSB Ward 5 and sponsored by iComputer Learning Centre (www.computerfun.ca)
Further details and registration links can be found on our website at www.abcontario.ca

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

- Nil Report

6. *Learning Disabilities Association of Niagara – Carole Fuhrer*

- Nil Report

7. *Autism Ontario – Mike Gowan*

- Nil Report

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

- Niagara Child and Youth Services (NCYS) spoke to the Tourette Syndrome Association on sibling rivalry and conflict resolution.

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

- Nil Report

10. **Ontario Brain Injury Association – Diane Dakiv**

- Nil Report

F. STAFF REPORTS

1. **Mary Kay Kalagian – Principal, Elementary**

- Nil Report

2. **Ken Griepsma – Principal, Secondary**

- Nil Report

3. **Marcel Jacques – Administrator Special Education**

- Marcel Jacques presented the October Elementary and Secondary ONSIS reports to the SEAC members for information. A breakdown by exceptionality by school and information related to Special Education and suspensions/expulsions was provided. Staff will provide more information and a review of the updated ONSIS reports in the fall.
- Preliminary budget forecast for special education is currently being reviewed.
- The following is the number of Special Equipment Amount (SEA) claims submitted by the Niagara Catholic District School Board for the past three years; 2009/2010 – 69 claims, 2008/2009 – 78 claims, 2007/2008 – 82 claims. Marcel Jacques explained the SEA process and the impending changes this year.
- The PIC Symposium was held at Holy Cross Secondary School on March 27th, 2010. The keynote speaker was Chris D'Souza and workshops included Special Education.

4. **Yolanda Baldasaro – Superintendent of Education**

- This week is *Catholic Education Week* and many events are taking place including; May 3rd - Catch the Spirit Awards, May 4th – Celebrating Staff Excellence Evening, May 5th - Grade 7 Masses, May 6th - Parent Presentation by Father Tony Ricard at Saint Michael High School, May 6th and May 7th - Family of Schools Displays & Events.
- The Niagara Catholic District School Board was recognized with the Global Best Award in Global Challenges for the Americas.
- Marco Magazzeni, Consultant K-12 Technology/Specialist High Skills Major was awarded Teacher of the Year and Rocky DiPietro, Educational Resource Teacher at Lakeshore Catholic High School was awarded Coach of the Year.
- The *Equity and Inclusive Education and Religious Accommodation* template has been received. SEAC members will be involved in the vetting process in the fall.

G. TRUSTEE REPORTS

1. Gary Crole – Trustee

- The Annual General Meeting for Catholic School Trustees was held last week in Thunderbay. Trustee Crole, Trustee Charbonneau, Trustee Burtnik and Director Crocco were in attendance. The new Minister of Education Leona Dombrowsky spoke on Ministry funding and there was a presentation on Equity and Inclusive Education.

2. Maurice Charbonneau– Trustee

- Nil Report

H. NEW BUSINESS

1. Learner Advocacy

1.1 Feedback from the Provincial IEP Reviews

Feedback from the Provincial IEP Reviews was presented to the SEAC members for information. Chair Racine provided an overview of the feedback. A discussion was held in regards to Individual Education Plans.

2. Parent Outreach

2.1 IEP Online Workshop for Parents & Students – LDA

The LDAO Individual Education Plans (IEP) 101 for Parents and Students was presented to the SEAC members for information. This workshop was created to help parents and students to understand their role in the IEP process. More information can be found in the Feedback from the Provincial Individual Education Plan Reviews.

3. Program and Service Recommendations

4. Special Education Budget

5. Annual Review, Special Education Plan

6. Other Related Items

7. Policy Review

I. CORRESPONDENCE

1. A letter was received from the Limestone District School Board in regards to the allocation model for Special Education funding (e.g. Measures of Variability) and the cessation of the Ontario Psychological Association Project (OPA) funding.

J. NOTICES OF MOTION

K. AGENDA ITEMS – DISCUSSION FOR FUTURE MEETINGS

1. Future Presentations for the Fall: CCAC and NCYS

Staff has invited the CCAC to do a presentation in the fall. NCYS has inquired about becoming a member of the SEAC. Staff has advised them to send a letter to the Board with their request.

2. Discuss ideas for year end meeting

A discussion was held in regards to the year end meeting and social. Chair Racine will e-mail SEAC members for their input.

M. INFORMATION ITEMS

L. NEXT MEETING:

Wednesday, June 2, 2010 at 7:00p.m. at the Catholic Education Centre

M. ADJOURNMENT

Moved by Rob Lavorato
Seconded by Carole Fuhrer

THAT the May 5, 2010 meeting of the Special Education Advisory Committee be adjourned.
CARRIED

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

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
JUNE 15, 2010**

**TOPIC: SPECIAL EDUCATION PLAN 2010
“BUILDING BRIDGES TO SERVICES 2010 AND BEYOND”**

Special Education Plan “Building Bridges to Services 2010 and Beyond”
Binder is under separate cover

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Special Education Plan, “*Building Bridges to Services 2010 and Beyond*”, as presented.

Prepared by: Yolanda Baldasaro, Superintendent of Education

Presented by: Yolanda Baldasaro, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: June 15, 2010

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
JUNE 15, 2010**

TOPIC: ONTARIO ECOSCHOOLS CERTIFICATION 2009-2010

The report on Ontario EcoSchools Certification 2009-2010
is presented for information.

Prepared by: James Woods, Controller of Plant
Presented by: James Woods, Controller of Plant
Approved by: John Crocco, Director of Education
Date: June 15, 2010



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO THE BOARD MEETING JUNE 15, 2010

ONTARIO ECOSCHOOLS CERTIFICATION 2009-2010

BACKGROUND INFORMATION

The Ontario EcoSchools environmental education initiative was introduced to the Trustees in a report to the Committee of the Whole on November 14, 2006. At that time a two-year plan was established for Niagara Catholic with the goal of all sites within the Board actively participating in meeting the many objectives of Ontario EcoSchools by September of 2008.

In the school year 2006-2007, the EcoSchools program was piloted in the Blessed Trinity Family of Schools of which two (2) schools achieved Ontario EcoSchools certification.

In the following school year, 2007-2008, all Niagara Catholic schools were actively participating and 47 achieved Ontario Ecoschools certification. In that year, Niagara Catholic was recognized as the first board in Ontario to implement the EcoSchools program system-wide, and had achieved the highest percentage of certified schools of any school board in Ontario.

In the school year 2008-2009, 54 Niagara Catholic schools achieved Ontario Ecoschools certification, again setting a record for the Province.

This year, 2009-2010, 60 out of 60 or 100% of Niagara Catholic Elementary and Secondary schools achieved Ontario EcoSchools certification. Niagara Catholic students and staff have set an example of environmental stewardship that is unparalleled in Ontario.

Ontario EcoSchools is an environmental education program for Grade 1 to Grade 12 that helps students develop ecological literacy while engaged in practices to become environmentally responsible citizens. Ontario EcoSchools also helps improve school building operations to reduce environmental impacts.

Certification recognizes a school for its environmental initiatives, awarding the school bronze, silver or gold EcoSchool status depending on how successfully the school has met the requirements of the program. To become certified, a school must demonstrate achievement in at least four (4) key areas: energy conservation, waste minimization, ecological literacy and school ground greening.

The 2009-2010 level of achievement for each Niagara Catholic Ontario EcoSchools Certified School is attached to this report. Certificates will be awarded to each EcoSchool team at a special function being planned for the fall of 2010.

The report on Ontario EcoSchools Certification 2009-2010 is presented for information.

Prepared by: James Woods, Controller of Plant
Presented by: James Woods, Controller of Plant
Approved by: John Crocco, Director of Education
Date: June 15, 2010

ATTACHMENTS

Appendix A: Level of Achievement for Certified EcoSchools

APPENDIX A

**LEVEL OF ACHIEVEMENT FOR CERTIFIED SCHOOLS
2009-2010**

ELEMENTARY SCHOOL	CERTIFICATE LEVEL
ALEXANDER KUSKA	GOLD
ASSUMPTION	SILVER
CANADIAN MARTYRS	GOLD
CARDINAL NEWMAN	GOLD
FATHER HENNEPIN	SILVER
HOLY NAME	SILVER
LORETTO CATHOLIC	GOLD
MARY WARD	GOLD
MICHAEL J. BRENNAN	GOLD
MONSIGNOR CLANCY	SILVER
MOTHER TERESA	GOLD
NOTRE DAME (NF)	GOLD
OUR LADY OF MOUNT CARMEL	GOLD
OUR LADY OF FATIMA (GR)	GOLD
OUR LADY OF FATIMA (SC)	SILVER
OUR LADY OF VICTORY	GOLD
SACRED HEART	SILVER
ST. ALEXANDER	GOLD
ST. ALFRED	SILVER
ST. ANDREW	SILVER
ST. ANN (SC)	GOLD
ST. ANN (FENWICK)	GOLD
ST. ANTHONY	SILVER
ST. AUGUSTINE	SILVER
ST. CHARLES	SILVER
ST. CHRISTOPHER	SILVER
ST. DENIS	BRONZE
ST. EDWARD	GOLD
ST. ELIZABETH	GOLD
ST. GABRIEL LALEMENT	GOLD
ST. GEORGE	GOLD
ST. JAMES	SILVER

ELEMENTARY SCHOOL	CERTIFICATE LEVEL
ST. JOHN (BEAMSVILLE)	GOLD
ST. JOHN BOSCO	SILVER
ST. JOSEPH (GR)	SILVER
ST. JOSEPH (NF)	GOLD
ST. JOSEPH (S)	SILVER
ST. KEVIN	SILVER
ST. MARK	GOLD
ST. MARTIN	GOLD
ST. MARY (NF)	SILVER
ST. MARY (W)	SILVER
ST. MICHAEL (NOTL)	SILVER
ST. NICHOLAS	GOLD
ST. PATRICK (NF)	SILVER
ST. PATRICK (PC)	SILVER
ST. PETER	GOLD
ST. PHILOMENA	GOLD
ST. THERESA	SILVER
ST. THERESE	GOLD
ST. THOMAS MORE	SILVER
ST. VINCENT DE PAUL	GOLD

SECONDARY SCHOOL	CERTIFICATE LEVEL
BLESSED TRINITY	GOLD
DENIS MORRIS	SILVER
HOLY CROSS HIGH SCHOOL	GOLD
LAKESHORE CATHOLIC	GOLD
NOTRE DAME COLLEGE	GOLD
SAINT MICHAEL HIGH SCHOOL	GOLD
SAINT PAUL HIGH SCHOOL	GOLD
ST. FRANCIS HIGH SCHOOL	SILVER

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
JUNE 15, 2010**

TOPIC: CAPIES NIAGARA

The report on Cappies Niagara
is presented for information.

Prepared by: Yolanda Baldasaro, Superintendent of Education
Mark Lefebvre, Administrator: School Effectiveness Framework
Jayne Evans, FSL /ESL / Arts Consultant

Presented by: Yolanda Baldasaro, Superintendent of Education
Mark Lefebvre, Administrator: School Effectiveness Framework
Jayne Evans, FSL /ESL / Arts Consultant

Approved by: John Crocco, Director of Education

Date: June 15, 2010



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO BOARD MEETING JUNE 15, 2010

CAPPIES NIAGARA 2010

BACKGROUND INFORMATION

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

The Cappies, "Critics and Awards Program," is a program through which high school theater and journalism students are trained as critics, attend shows at other schools, write reviews, and publish those reviews in local newspapers. This year the St. Catharines Standard hosted our reviews on seven different occasions. For complete reviews please visit:

<http://www.stcatharinesstandard.ca/Search.aspx?search=cappies>

At the end of the theatre season, the student critics vote for awards that are presented at a formal Cappies Gala. This year's event was held on Thursday, May 27th, at the St. Catharines Collegiate and over 500 hundred students, teachers, parents and guest presenters were impressed by this second annual Cappies Niagara Awards Ceremony.

In this first year, Denis Morris Catholic High School participated with their rendition of '*Play On*'.

The critics' teams from the other Cappies' schools witnessed the production in early December 2009. Immediately after the show the critics met to discuss the performance and to determine for which nomination categories this show would qualify.

The same process took place at six other local area secondary schools. The Critics' Team from Denis Morris Catholic High School attended three performances and then submitted their reviews before the Sunday morning deadline.

Megan Diamond and Robert Jarrett were the teacher advisors for the following student critics: Victoria Hills, Amanda White, Sara Loisel and Olivia Raimondo.

Denis Morris Catholic Secondary School was nominated in eight (8) different categories and the following five winners received trophies.

Featured Actor in a Play: Michael Manseau

Supporting Actress in a Play: Brianne Lidstone

Lead Actress in a Play: Calla DiPardo

Lead Actor in a Play: Patrick Fowler

Best Play: The Cast of Play On!

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

The Cappies Niagara program is expected to expand in the next academic year and all eight Catholic secondary schools will be invited to consider this special program providing they meet the specific criteria.

The report on Cappies Niagara 2010 is presented for information.

Prepared by: Yolanda Baldasaro, Superintendent of Education
Mark Lefebvre, Administrator: School Effectiveness Framework
Jayne Evans, FSL /ESL / Arts Consultant

Presented by: Yolanda Baldasaro, Superintendent of Education
Mark Lefebvre, Administrator: School Effectiveness Framework
Jayne Evans, FSL /ESL / Arts Consultant

Approved by: John Crocco, Director of Education

Date: June 15,2010

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
JUNE 15, 2010**

**TOPIC: NIAGARA CATHOLIC SYSTEM PRIORITIES 2009-2010
ACHIEVEMENT REPORT - UPDATE**

The report on the Niagara Catholic System Priorities 2009-2010
Achievement Report – Update, is presented for information.

Prepared by: Senior Administrative Council
Presented by: John Crocco, Director of Education
Approved by: John Crocco, Director of Education
Date: June 15, 2010



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO THE BOARD MEETING JUNE 15, 2010

NIAGARA CATHOLIC SYSTEM PRIORITIES – 2009-2010 ACHIEVEMENT REPORT UPDATE

BACKGROUND INFORMATION

At the April 28th, 2009 meeting of the Niagara Catholic District School Board, the following motion was approved;

THAT the Niagara Catholic District School Board approve the Niagara Catholic System Priorities 2009-2010, as presented.

The Niagara Catholic System Priorities 2009-2010 were designed as part of the transition towards an approved Niagara Catholic Vision 2020 Strategic Plan to be implemented commencing September 2010. The Niagara Catholic System Priorities 2009-2010 provide four (4) main priorities for the 2009-2010 academic year. Within each priority, specific indicators were provided as the framework to measure the achievement of each priority.

The Board approved System Priorities were posted on the Niagara Catholic website and copies were provided to the Diocese of St. Catharines, SEAC, Catholic School Council Chairs and Regional Catholic School Council / PIC. In addition, a poster size copy of the Niagara Catholic System Priorities 2009-2010 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.

As we approach the completion of the 2009-2010 school year, members of Senior Administrative Council, along with staff, continue to assess the achievement of each indicator within the four system priorities. The results continue to be collated by staff and reviewed by Senior Administrative Council as a measurement of our success in achieving the 2009-2010 System Priorities.

As the majority of indicators are directly linked to final achievement results at the conclusion of this school year and time is required to collect and analyze the data, the Niagara Catholic System Priorities Achievement Report for 2009-2010 will be presented at the September 2010 Board Meeting.

The Niagara Catholic System Priorities 2009-2010 Achievement Report Update
is presented for information.

Prepared by: Senior Administrative Council
Presented by: John Crocco, Director of Education
Approved by: John Crocco, Director of Education
Date: June 15, 2010

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
JUNE 15, 2010**

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

RECOMMENDATION

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

Prepared by: Senior Administrative Council
Presented by: John Crocco, Director of Education
Approved by: John Crocco, Director of Education
Date: June 15, 2010



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO THE BOARD MEETING OF JUNE 15, 2010

NIAGARA CATHOLIC STRATEGIC DIRECTIONS PRIORITY INDICATORS 2010-2011

BACKGROUND INFORMATION

With the approval of the Niagara Catholic Vision 2020 Strategic Plan, the newly designed Niagara Catholic Strategic Directions Priority Indicators 2010-2011 are presented for the Board's consideration. (Appendix A)

Based on the Vision 2020 Strategic Plan, the Niagara Catholic Strategic Directions Priority Indicators further expands on last year's Niagara Catholic System Priorities. Rooted in the Board approved Vision 2020 Strategic Directions and Enabling Strategies, the specific indicators are intended to provide the framework to measure the progress in achieving the two (2) Strategic Directions and the seven (7) Enabling Priorities.

Since May 11th, 2010, Senior Administrative Council has refined the indicators following discussions with administrators and staff at the Catholic Education Centre.

Once approved by the Board, a copy of the Niagara Catholic Strategic Direction Priority Indicators 2010-2011 will be sent to all Principals, Vice-Principals, Managers, the Diocese of St. Catharines, SEAC, Catholic School Councils and the Regional Catholic School Council / PIC. A poster size copy of the priority indicators will be placed in a public location in all schools, Board sites and the Catholic Education Centre for review by students, staff, parents and guests to Niagara Catholic. A copy will also be placed on the Board Web and Facebook sites.

A Mid-Year Progress Review of the 2010-2011 Priority Indicators will be presented at the January 2011 Board Meeting with a Niagara Catholic Strategic Directions Priority Indicators Achievement Report for 2010-2011 presented at the September 2011 Board Meeting.

RECOMMENDATION

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

Prepared by: Senior Administrative Council
Presented by: John Crocco, Director of Education
Approved by: John Crocco, Director of Education
Date: June 1, 2010



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.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
JUNE 15, 2010**

**TOPIC: NIAGARA CATHOLIC VISION 2020 STRATEGIC PLAN -
MISSION STATEMENT**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the new Mission Statement, as presented.

Prepared by: John Crocco, Director of Education and Senior Administrative Council

Presented by: John Crocco, Director of Education

Date: June 15, 2010



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO THE BOARD MEETING OF JUNE 15, 2010

NIAGARA CATHOLIC VISION 2020 STRATEGIC PLAN – MISSION STATEMENT

BACKGROUND INFORMATION

At the May 25th, 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 Vision 2020 Strategic Plan, its Vision Statements and Strategic Directions, as presented

As part of the design of the Vision 2020 Strategic Plan, a draft Mission Statement was presented to the Board following recommendations from the Vision 2020 Strategic Planning Summit that a new Mission Statement be designed for the Niagara Catholic District School Board. The design of the draft Mission Statement represented input and recommendations from over eighty (80) participants at the Summit who analyzed data and recommendations submitted in the Vision 2020 Discovery Report from over 3,300 participants through 160 Discovery Sessions. The draft Mission Statement included in the Vision 2020 Strategic Plan was;

Within the context of Niagara Catholic's charisms of faith, social justice, support and leadership, we provide an enriching Catholic learning community for all students to reach their full potential and become living witnesses of Christ.

Vetting of Draft Mission Statement

With the approval of the Vision 2020 Strategic Plan by the May 11th, 2010 Committee of the Whole to the Board, the draft Mission Statement was vetted with all eighty (80) Vision 2020 Strategic Planning Summit participants, administrators, Diocese of St. Catharines, SEAC, Catholic School Councils, Regional Catholic School Council / CPIC, OECTA Elementary, OECTA Secondary and CUPE for comments and recommendations by June 10th, 2010. (Appendix A) The revised Niagara Catholic Mission Statement would then be presented at the June 15th, 2010 Board Meeting.

Mission Statement

On June 11th, 2010, Senior Administrative Council reviewed and considered all feedback from the vetting of the draft Mission Statement. Input ranged from fully supporting the draft Mission Statement, to recommended adjustments to sentence structure or exchanging specific words.

Having considered all input and the process followed throughout the Vision 2020 Strategic Planning Summit, Senior Administrative Council is recommending the following new Mission Statement for the 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.”

Implementation of Vision 2020 Strategic Plan

At the September 1st, 2010 Niagara Catholic Professional Activity Day, the Board approved Vision 2020 Strategic Plan, including the Vision Statements, Mission Statement and Strategic Directions will be shared with all employees of Niagara Catholic.

In the fall of 2010, Senior Administrative Staff will commence the design of an implementation process to achieve the specific recommendations of the Vision 2020 Strategic Plan. The Niagara Catholic Vision 2020 Strategic Plan Implementation Process will be presented to the Board for consideration.

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the new Mission Statement, as presented.

Prepared by: John Crocco, Director of Education and Senior Administrative Council
Presented by: John Crocco, Director of Education
Date: June 15, 2010

Attached
Appendix A – Director’s Memorandum –DM 030



MEMO #: Director's Memorandum – DM 030 (2009-2010)

MEMO TO: Trustees
Diocese of St. Catharines and Parish Priests
Senior Administrative Council
Elementary and Secondary Principals and Vice-Principals
Managers
Niagara Catholic Alliance Committee
Vision 2020 Summit Participants
Catholic School Council Chairs
SEAC
Niagara Catholic Regional School Council / CPIC
OECTA Elementary and Secondary
CUPE 1317

FROM: John Crocco, Director of Education

DATE: Wednesday, May 12th, 2010

RE: **DRAFT Niagara Catholic Mission Statement Feedback**

In the fall of 2008, the Niagara Catholic District School Board embarked on a strategic planning process. On Tuesday, May 11th, 2010, following two years of prayer, dialogue and active listening, Niagara Catholic's Vision 2020 Strategic Plan was presented to the Committee of the Whole for consideration.

Inspired by more than 3,300 dreams and more than 4,700 voices representing our Niagara Catholic community, the Vision 2020 Strategic Plan was recommended by the Committee of the Whole to the Board Meeting on May 25th, 2010.

The strategic plan was divided into three (3) major parts; the Vision Statements, a draft Mission Statement and Strategic Directions. The Vision Statements captured the future of Niagara Catholic through key organizational achievements in the next ten (10) years. The Strategic Directions articulated the key focus of Niagara Catholic which are aligned to the Vision and Mission Statement.

The Mission Statement articulates the primary purpose of Niagara Catholic; what good for what people.

Throughout the two year Vision 2020 process, discussions took place regarding the current Mission Statement of the Board and whether it continued to define the primary purpose of Niagara Catholic, or whether it required revision. At the Vision 2020 Summit on April 14th, 2010, the vast majority of the eighty (80) participants recommended that the mission statement be revised. Through a discernment process, key words, phrases, thoughts, insights and recommendations were provided in drafting a new Mission Statement for Niagara Catholic.

Draft Mission Statement

Listening to the voices and recommendations from the Summit, a new and draft Niagara Catholic Mission Statement was included within the Vision 2020 Strategic Plan report. The draft Mission Statement as presented to the Committee of the Whole is as follows;

Within the context of Niagara Catholic's charisms of faith, social justice, support and leadership, we provide an enriching Catholic learning community for all students to reach their full potential and become living witnesses of Christ.

The word "charism" is a word unique to our Catholic faith and tradition. It has its roots in Romans 12:6 and speaks to the power whose source is the Holy Spirit; the gift of grace.

Feedback on Draft Mission Statement

With the recommendation of the Vision 2020 Strategic Plan, it's Vision Statements and Strategic Directions approved by the Committee of the Whole to the Board, a process was pre-designed to invite input and recommendations on the draft Mission Statement portion of the strategic plan given the draft Mission Statement was not discussed in its finalized form with Summit participants.

Our pre-designed process is to vet the draft Mission Statement with all eighty (80) Vision 2020 Strategic Planning Summit participants, Trustees, administrators, staff, Catholic School Councils, Regional Catholic School Council / CPIC and SEAC and invite input, comments and/or recommendations by Thursday, June 10th, 2010 at 4.00 p.m.

Niagara Catholic administrators will engage school staff and members of their Catholic School Councils for feedback, while Chairs of various Board committees are requested to discuss the draft Mission Statement with their committee and provide a response as part of our vetting process.

We are inviting your input and recommendations on the draft Mission Statement by June 10th, 2010 to Linda Marconi, Executive Assistant at linda.marconi@ncdsb.com

Senior Administrative Council will review all input and recommendations and submit a final Niagara Catholic Mission Statement to the June 15th, 2010 Board Meeting for consideration.

Once the Board approves the Vision 2020 Strategic Plan and the draft Mission Statement, our plan is to share the complete Vision 2020 Strategic Plan with all staff and members of the Niagara Catholic community.

Thank you in advance for your continued participation in our Vision 2020 Strategic Plan process as we continue to engage members of our Niagara Catholic community.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
JUNE 15, 2010**

TOPIC: NIAGARA CATHOLIC BUDGET 2010-2011 UPDATE

The report on the
Niagara Catholic Budget 2010-2011 Update
is presented for information.

Binder is under separate cover

Prepared by: Senior Administrative Council
Presented by: John Crocco, Director of Education
Approved by: John Crocco, Director of Education
Date: June 15, 2010

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
JUNE 15, 2010**

**TOPIC: REVISED BOUNDARY DESCRIPTIONS FOR THE
NIAGARA FALLS ELEMENTARY AND SECONDARY SCHOOLS**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the revised boundary descriptions for clarification for the Niagara Falls elementary and secondary schools, as presented.

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

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

Approved by: John Crocco, Director of Education

Date: June 15, 2010



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO THE BOARD MEETING JUNE 15, 2010

REVISED BOUNDARY DESCRIPTIONS FOR THE NIAGARA FALLS ELEMENTARY AND SECONDARY SCHOOLS

BACKGROUND INFORMATION

At the January 26, 2010 Board Meeting the Report of the Niagara Falls Elementary and Secondary Family of Schools / St. George and St. Joseph (Snyder) Catholic Elementary Schools and St. Michael Catholic Elementary School, Niagara-on-the-Lake from the Ad Hoc Attendance Area Review presented new boundary descriptions for elementary and secondary schools in Niagara Falls as a result of a boundary review. The boundary descriptions were based on existing boundary descriptions for the elementary and secondary schools in Niagara Falls.

In consultation with the Niagara Student Transportation Services, (NSTS), in preparation for the 2010-2011 school year, all boundary descriptions for the elementary and secondary schools in Niagara Falls have been revised for clarification and accuracy.

The following information provides the revised boundary descriptions for clarification:

St. Patrick Catholic Elementary School, Niagara Falls

East: Commencing on the Niagara River to

South: Newman Hill (centerline) to **Magdalen St. (and its projection) to Slater Ave. to Roberts St.**

West: MacDonald St. to Stamford St. to Florence Ave to Rosedale Ave to Sixth Ave (excluding) to the CNR to

North: to the Queenston Chippawa Power Canal to the point of commencement on the Niagara River

Revised:

East: Commencing on the Niagara River to

South: Magdalen St. (**centerline** and its projection) to Slater Ave. (**centerline**) to Roberts St. (**centerline**)

West: MacDonald St. to Stamford St to Florence Ave. to Rosedale Ave. (**including**) to Sixth Ave.(excluding) to the CNR to

North: to the Queenston Chippawa Power Canal to the point of commencement on the Niagara River.

St. Mary Catholic Elementary School, Niagara Falls

East: Commencing on Sixth Ave to Rosedale Ave (excluding) to Florence Ave (excluding) to Stamford St. (excluding) to MacDonald St. (excluding) to Roberts St. (centerline)

South: Slater Ave (centerline) to Magdalen St. (centerline) to Victoria Avenue (centerline)

West: Ferry St. to Lundy's Lane to Glenholme to

North: Hwy 420 to the QEW to the CNR to Thorold Stone Rd (centerline) to Stanley Ave (centerline) to the CNR to the point of commencement on Sixth Ave

Revised:

East: Commencing on Sixth Ave. (including) to Rosedale Ave. (excluding) to Florence Ave. (excluding) to Stamford St. (excluding) to MacDonald St. (excluding) to Roberts St. (centerline)

South: Slater Ave. (centerline) to Magdalen St. (centerline) to Victoria Ave. (centerline)

West: Ferry St to Lundy's Lane (centerline) to Glenholme to (inclusive) to Hwy 420 to

North: the QEW to the CNR to Thorold Stone Rd. (centerline) to Stanley Ave. (centerline) to the CNR to the point of commencement on Sixth Ave.

Father Hennepin Catholic Elementary School, Niagara Falls

East: Commencing on the Niagara River to

South: Corfield St. (and its projection) to Stanley Ave to the Welland River to

West: Wilson Cres (and its projection) to McLeod Rd to Dell Ave (and its projection) to the power transmission lines to Drummond Rd to Culp Street to Franklin Ave

North: to Lundy's Lane to Ferry Ave. (and its projection) to the point of commencement on the Niagara River

Revised:

East: Commencing on the Niagara River to

South: Corfield St. (and its projection) to Stanley Ave to the Welland River to

West: Wilson Cres. (and its projection) to McLeod Rd to Dell Ave (including) (and its projection) to the power transmission lines to Drummond Rd to Culp St. to Franklin Ave (including)

North: to Lundy's Lane (centerline) to Ferry Ave. (centerline) to the extension of Magdalen St. to the point of commencement on the Niagara River.

St. Vincent de Paul Catholic Elementary School, Niagara Falls

East: Commencing on the QEW to

South: Alpine Drive (and its projection and including all cul de sacs off of Alpine - Yvette, Kathleen and Valerie) to Kalar Road (centerline) south to Beaverdams Road (centerline),

West: Thorold Townline Road (centerline) to the City Boundary (Niagara Falls & Thorold) to

North: The City boundary (Niagara Falls & Niagara-on-the-Lake) to the point of commencement on the QEW.

Revised:

East: Commencing on the QEW to

South: Alpine Drive (and its projection and including all cul de sacs off of Alpine – Yvette, Kathleen and Valerie) to Kalar Road (centerline) to Beaverdams Road (centerline)

West: Thorold Townline Road (centerline) to the City Boundary (Niagara Falls & Thorold) to

North: The City Boundary (Niagara Falls & Niagara on the Lake) to the point of commencement on the QEW.

Loretto Catholic Elementary School, Niagara Falls

East: Commencing on **Montrose Road (centerline)** at Lundy’s Lane (centerline) to

South: McLeod Road (centerline) to

West: City Boundary (Niagara Falls and Thorold) to

North: **Lundy’s Lane (centerline)** to the point of commencement on **Montrose Road**.

Revised:

East: Commencing on Montrose Road (centerline) at Lundy’s Lane (centerline) to

South: McLeod Road (centerline) to

West: Thorold Townline Road (centerline)

North: Lundy’s Lane (centerline) to the point of commencement on Montrose Road.

Cardinal Newman Catholic Elementary School, Niagara Falls

East: Commencing on the QEW to

South: Lundy’s Lane (centerline) to

West: **Thorold Townline Road (centerline)** to

North: **Beaverdams to Kalar Road (centerline) to the projection of Alpine Drive (excluding all cul de sacs off of Alpine – Yvette, Kathleen, Valerie – and its projection) to the point of commencement on the QEW**

Revised:

East: Commencing on the QEW to the 420 Hwy to the hydro canal

South: Lundy’s Lane (centerline) to

West: Thorold Townline Road (centerline) to

North: Beaverdams to Kalar Road (centerline) to the projection of Alpine Drive (excluding all cul de sacs of Alpine – Yvette, Kathleen, Valerie – and its projection) to the point of commencement on the QEW.

Sacred Heart Catholic Elementary School, Niagara Falls

East: Commencing on the Niagara River to

South: **to Bossert Road (excluding – and its projection)** to King Road (excluding) to Bossert Road (excluding) to Beck Road (excluding) to Shisler Road (excluding) to

West: the township lot line between lots 5 and 6 (**Morris Road**) to

North: the Welland River to Stanley Ave. (excluding) to Corfield St. (excluding – and its projection) to the point of commencement on the Niagara River.

Revised:

East: Commencing on the Niagara River to

South: to Bossert Road (excluding – and its projection) to **(Ort Rd. (excluding) to Bossert Rd. (excluding) to King Road (excluding) to Bossert Road (excluding) to Beck Road (excluding) to Shisler Road (excluding) to**

West: the township lot line between lots 5 and 6 (Morris Road) to

North: the Welland River to Stanley Ave. (excluding) to Corfield St (excluding – and its projection) to the point of commencement on the Niagara River.

Saint Michael High Catholic Elementary School, Niagara Falls

East: Commencing on the Niagara River

South: Netherby Road (excluding)

West: the Canada Southern Railway to the Lyons Creek to the township lot line between lots 5 and 6 (between Morris and Crowland Roads) to the Welland River to the City Boundary (Niagara Falls and Thorold) to

North: **Lundy's Lane (centerline) east to the QEW to 420 Hwy to Glenhome Ave. (centerline) to south to Lundy's Lane (centerline) east along Lundy's Lane to Ferry (and its projection) to the point of commencement on the Niagara River**

Revised:

East: Commencing on the Niagara River

South: Netherby Road (excluding)

West: the Canada Southern Railway to the Lyons Creek to the township lot line between lots 5 and 6 (between Morris and Crowland roads) to the Welland River to the City Boundary (Niagara Falls and Thorold) **to Niagara Townline Rd. and its projection) to**

North: Lundy's Lane (centerline) east **to the hydro canal** to the 420 Hwy to Glenholme Ave. **(excluding)** south to Lundy's Lane (centerline) east along Lundy's Lane to Ferry (and its projection) **to the projection of Magdalen St. to the** point of commencement on the Niagara River.

Saint Paul Catholic High School, Niagara Falls

East: Commencing on the Niagara River to the projection of Magdalen St.

South: **to Victoria Avenue to Ferry St. (and its projection) to Lundy's Lane (centerline) to Glenholme Ave. (centerline) to 420 Hwy. to**

West: **QEW (centerline) south to Lundy's Lane (centerline)** west to Thorold Townline Road (centerline) to

North: the City Boundary (Niagara Falls and Thorold and Niagara Falls & Niagara on the Lake) to the point of commencement on the Niagara River.

Revised:

East: Commencing on the Niagara River to the projection of Magdalen St.

South: to Victoria Ave. (centerline) to Ferry St. (centerline) to Lundy's Lane (centerline) to Glenholme Ave. (including) to 420 Hwy to the hydro canal south of Lundy's Lane (centerline)

West: to Thorold Townline Road (centerline) to

North: the City Boundary (Niagara Falls and Thorold and Niagara Falls & Niagara on the Lake) to the point of commencement on the Niagara River.

St. Thomas More Catholic Elementary School – Grades JK – 3

Our Lady of Mount Carmel Catholic Elementary School – Grades 4 – 8

Niagara Falls

East: Commencing on Glenholme Ave (excluding – and its projection) to Lundys Lane (centerline) to Franklin Ave to Culp St to Drummond Rd (excluding) to the power transmission lines to Dell Ave (excluding - and its projection) to McLeod Rd (excluding) to Wilson Cres (excluding – and its projection) to

South: Scott St (centreline) to

West: the Welland River to

North: Lundys Lane (centerline) to the QEW to Hwy 420 to the point of commencement on Glenholme Ave

Revised:

East: Commencing on Glenholme Ave. (excluding – and its projection) to Lundy's Lane (centerline) to Franklin Ave (excluding) to Culp St. (excluding) to Drummond Rd (excluding) to the power transmission lines to Dell Ave. (excluding – and its projection) to McLeod (excluding) to Wilson Cres. (excluding – and its projection) to

South: the Welland River to

West: Thorold Townline Road (centerline) to

North: McLeod Road to Montrose to Lundy's Lane (centerline) to the hydro canal to Hwy 420 to the point of commencement on Glenholme Ave.

St. Gabriel Lalemant Catholic Elementary School, Niagara Falls

East: Commencing on the Niagara River to the Queenston Chippawa Power Canal to

South: Thorold Stone Rd (centerline) to

West: Portage Rd to

North: the City Boundary (Niagara Falls & Niagara on the Lake) to the point of commencement on the Niagara River

Revised:

East: Commencing on the Niagara River to the Queenston Chippawa Power Canal to

South: Thorold Stone Road (centerline) to

West: Portage Road to (including) to St. Paul Ave. (centerline)

North: the City Boundary (Niagara Falls & Niagara on the Lake) (Niagara Townline Rd.) to the point of commencement on the Niagara River.

Mary Ward Catholic Elementary School, Niagara Falls

East: Commencing on

South: O’Neill St to Dorchester Rd to McGill St (excluding – and its projection) to

West: the QEW to

North: the City Boundary (Niagara Falls & Niagara on the Lake) to the point of commencement on St Paul Ave

Revised:

East: Commencing on St Paul Ave. (centerline)

South: O’Neill St. to Dorchester Road (including) to McGill St. (excluding – and its projection)

West: the QEW to

North: the City Boundary (Niagara Falls & Niagara on the Lake) to the point of commencement on St Paul Ave.

Notre Dame Catholic Elementary School, Niagara Falls

East: Commencing on Portage Rd (excluding) to Thorold Stone Rd (centerline) to

South: the CNR to

West: the QEW to

North: McGill (and its projection) to Dorchester Rd to O’Neill St. (excluding)

Revised:

East: Commencing on Portage Road (excluding) to Thorold Stone Road (centerline to)

South: the CNR to

West: the QEW to

North: McGill (and its projection) (including) to Dorchester Road (excluding) to O’Neil St. (excluding) to the point of commencement on Portage Road.

St. Joseph Catholic Elementary School, Snyder (Fort Erie)

East: Commencing on the Niagara River to

South: the northerly section of Cairns Cres (excluding) to Miller Rd (excluding) to Sunset Dr (excluding) to the Canada Southern Railway to Curtis Rd (excluding) to Ridgemount Rd (excluding) to Bowen Rd (excluding) to the township lot line between concessions 8 and 9 to Bertie St to Point Abino Rd to Sherk Rd to Burger Rd to Bowen Rd to Holloway Bay Rd to Lever Rd (and its projection) to

West: Sherk Rd (excluding) to Forks Rd (excluding) to White Rd (excluding) to Miller Rd (excluding) to Netherby Rd (excluding) to Canada Southern Railway to the Lyons Creek to Morris Rd (and its projection) to

North: Schisler Rd to Beck Rd to Bossert Rd to King Rd to Bossert Rd (and its projection) to Ort Rd (and its projection) to Detenbeck Rd (and its projection) to Sodom Rd to Marshall Rd to the point of commencement on the Niagara River

Note: Secondary School placement for St Joseph School (Fort Erie) – north of Netherby Rd is Saint Michael Catholic High School and south of Netherby Rd is Lakeshore Catholic High School

Revised:

East: Commencing on the Niagara River to

South: the northerly section of Cairns Cres. (excluding) to Miller Road (excluding) to Sunset Dr. (excluding) to the Canada Southern Railway to Curtis Road (excluding) to Ridgemount Road (excluding) to Bower Road (excluding) to the township lot line between concessions 8 and 9 to Bertie St. to Point Abino Road to Sherk Road to Burger Road to Bowen Road to Holloway Road to Lever Road (and its projection) to

West: Sherk Road (excluding) to Forks Road (excluding) to White Road (excluding) to Miller Road (excluding) to Netherby Road (excluding) to Canada Southern Railway to the Lyons Creek to Morris Road (and its projection) to

North: Schisler Road to Beck Road to Bossert Road to King Road to Bossert Road (and its projection) to Ort Road (both sides included on all roads) to Bossert Road (included) to the point of commencement on the Niagara River.

Note: Secondary School placement for St. Joseph School (Fort Erie) – north of Netherby Rd (excluding) is Saint Michael Catholic High School and south of Netherby Rd (including) is Lakeshore Catholic High School

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the revised boundary descriptions for clarification for the Niagara Falls elementary and secondary schools, as presented.

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

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

Approved by: John Crocco, Director of Education

Date: June 15, 2010

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
JUNE 15, 2010**

TOPIC: EARLY LEARNING EXTENDED DAY PROGRAM

RECOMMENDATION

THAT the Niagara Catholic District School Board in compliance with new Ministry of Education regulations pertaining to the Early Learning Program and Extended Day Program rescind the May 25, 2010 Board Motion as follows:

THAT the Niagara Catholic District School Board approve a fee for the Extended Day Program for the 2010-2011 school year of \$8.00 per day before school and \$12.00 per day after school.

Prepared by: Yolanda Baldasaro, Superintendent of Education
James Woods, Controller of Plant

Presented by: Yolanda Baldasaro, Superintendent of Education
James Woods, Controller of Plant

Approved by: John Crocco, Director of Education

Date: June 15, 2010



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO THE BOARD MEETING JUNE 15, 2010

EARLY LEARNING EXTENDED DAY PROGRAM

BACKGROUND INFORMATION

Further to the May 25, 2010 Report to the Board on the Early Learning Extended Day Program, the Ministry of Education has developed a tool that incorporates defined costs that Boards must use for calculating fees for extended day programs. The fee-calculation process takes into account the total number of students in all programs and required staffing, as well as special education needs, as per the recently filed Regulations and Guidelines.

On Tuesday, June 8, 2010, the Ministry of Education released Early Learning Memorandum (EL-7). This memorandum and a subsequent provincial teleconference with Directors of Education and Senior Board Staff released new information and requirements regarding the calculation of daily extended program fees to comply with new Ontario Regulation 224/10 – Full Day Junior Kindergarten and Kindergarten and Ontario Regulation 225/10 – Extended Day Program.

Ontario Regulation 224/10 - Full Day Junior Kindergarten and Kindergarten pertains to the following:

Duty to operate full day JK/K: Identifies in a Schedule, the schools in which boards are required to operate full day junior kindergarten and kindergarten in the 2010/2011 school year (these are the phase one schools); and

Threshold for a teacher-only JK or K class: Provides for an exception from the board duty to designate an ECE position in every JK or K class, i.e. where class sizes are under 16.

The second, Ontario Regulation 225/10 - Extended Day Programs, pertains to the following:

Duty to operate extended day programs: Identifies in a Schedule, the schools in which boards are required to operate extended day programs for junior kindergarten and kindergarten pupils (these are the phase one schools);

Viability of extended day programs: Addresses the minimum number of pupils required for a site to operate an extended day program;

Third-party delivery of before and after school programs: Establishes temporary and time-bound circumstances under which boards may maintain already-existing agreements with third-parties in lieu of board-operated extended day programs, subject to certain conditions; and

Extended day fees: Establishes the fee-calculation process and calculation of defined costs that boards must use when calculating extended day fees.

The Ministry has also established the minimum number of pupils required for a site to operate an extended day program to be ten (10), as well as the circumstances under which boards may maintain agreements with third party day care providers for 2010-2011 and 2011-2012.

Boards were informed that by June 29, 2010, they must determine the viability of the extended day program for the approved Phase 1 Early Learning Kindergarten Program sites. If the program is viable, boards must calculate the daily fee and disclose the fee to the Ministry, the coterminous board and the Consolidated Municipal Service Managers. Boards must approve the fee and post it on their website prior to June 29, 2010.

If Boards determine that it is not viable to deliver the Extended Day Program, Boards must submit to the Ministry of Education prior to June 29, 2010, an affirmation outlining the reasons on which the decision was based.

Extended Day Fee Disclosure Calculation

Utilizing the June 8, 2010 fee calculation tool as provided by the Ministry of Education, and the number of expressions of interest in the extended day program collected through a survey, a revised daily fee of \$25.00 was determined. Staff is currently in the process of contacting all parents that had previously expressed an interest in the Extended Day Program of their interest in the program with the new fee.

Based on the feedback received through parental contact, a subsequent report will be presented at the Board meeting of June 15, 2010, indicating the results of the parent survey and the resulting new fee calculation, for the consideration of the Board.

RECOMMENDATION

THAT the Niagara Catholic District School Board in compliance with new Ministry of Education regulations pertaining to the Early Learning Program and Extended Day Program rescind the May 25, 2010 Board Motion as follows:

THAT the Niagara Catholic District School Board approve a fee for the Extended Day Program for the 2010-2011 school year of \$8.00 per day before school and \$12.00 per day after school.

Prepared by: Yolanda Baldasaro, Superintendent of Education
James Woods, Controller of Plant

Presented by: Yolanda Baldasaro, Superintendent of Education
James Woods, Controller of Plant

Approved by: John Crocco, Director of Education

Date: June 15, 2010

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
JUNE 15, 2010**

TOPIC: EXECUTIVE COUNCIL POWER

RECOMMENDATION

THAT the Niagara Catholic District School 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 2010.

Prepared by: John Crocco, Director of Education

Presented by: John Crocco, Director of Education

Date: June 15, 2010



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO BOARD MEETING JUNE 15, 2010

EXECUTIVE COUNCIL POWER

BACKGROUND INFORMATION

The following recommendation is presented in the event that it becomes necessary to call a Special Meeting of the Board to deal with emergency items and a quorum cannot be achieved.

RECOMMENDATION

THAT the Niagara Catholic District School Board empower Executive Council to approve any actions, of an emergency nature, recommended by the Director of Education, if a quorum cannot be achieved after a Special Meeting of the Board is called as per Board By-Laws, during the months of July and August 2010.

Prepared by: John Crocco, Director of Education

Presented by: John Crocco, Director of Education

Date: June 15, 2010

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
JUNE 15, 2010**

**TOPIC: H1N1 PANDEMIC UPDATE
NIAGARA CATHOLIC PREPARATION AND MANAGEMENT**

The H1N1 Pandemic Update
– Niagara Catholic Preparation and Management
is presented for information.

Prepared by: John Crocco, Director of Education

Presented by: John Crocco, Director of Education

Date: June 15, 2010

[Living](#) > [Public Health, Safety](#)

Flu Tracking in Niagara

[< H1N1 Home](#)

A community-wide outbreak was declared in Niagara on October 30, 2009. This means there is a significant amount of flu circulating in Niagara.

Niagara Region Public Health uses many sources of information to understand the amount of flu in the community. These sources include:

- Laboratory-confirmed cases of H1N1 and Influenza A/B
- Student absenteeism from elementary and high schools
- Visits to doctors for symptoms of the flu

Confirmed H1N1 Cases in Niagara

- No confirmed cases since January 2010
- 252 total confirmed cases
- 4 deaths associated with H1N1

School Absenteeism

There are 229 schools in the Niagara region. This chart shows the average number of schools reporting student absenteeism.

This information is not exact and some **students may have been absent for reasons other than H1N1**. This information is based on the 5-day school week.

Average # of Schools with >10%, 20% and 30% School Absenteeism by Week

Absenteeism Rates (Average # of schools with)	Wk 45* Nov 9-13	Wk 46 Nov 21-27	Wk 47 Nov 28-Dec 5	Wk 48 Dec 5-11	Wk 49 Dec 12-18
> 10% Absenteeism	17	7	6	5	9.8
> 20% Absenteeism	1	0	0	0	0
> 30% Absenteeism	0	0	0	0	0.8

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**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
JUNE 15, 2010**

**TOPIC: FINANCIAL REPORTS
MONTHLY BANKING TRANSACTIONS
MAY 2010**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the report on the Monthly Banking Transactions for the month of May 2010, as presented.

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

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

Approved by: John Crocco, Director of Education

Date: June 15, 2010



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

**REPORT TO THE BOARD MEETING
JUNE 15, 2010**

**MONTHLY BANKING TRANSACTIONS
FOR THE MONTH OF MAY, 2010**

BACKGROUND INFORMATION

In accordance with the Monthly Financial Reports Policy Statement, we are pleased to enclose the Monthly Banking Transactions for the month of May 2010 for the Niagara Catholic District School Board. (See Appendix A)

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 month of May 2010 as presented.

Prepared by: Larry Reich, Superintendent of Business & Financial Services
Presented by: Larry Reich, Superintendent of Business & Financial Services
Approved by: John Crocco, Director of Education
Date: June 15, 2010

Appendix A

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD REPORT ON BANKING TRANSACTIONS	
SUMMARY OF BANK TRANSACTIONS FOR THE MONTH OF:	MAY, 2010
DESCRIPTION OF ITEMS	BANK ACCOUNT
CASH BALANCE AT BEGINNING OF MONTH	(A) 35,848,002
OPERATING CASH RECEIPTS FOR THE MONTH	
1. GENERAL LEGISLATIVE GRANTS	14,451,490
2. OTHER GRANTS (EPO, O.E.Y.C.)	117,054
3. INTEREST REVENUE	12,283
4. MUNICIPAL TAXES	0
5. TUITION FEES REVENUE - (Cit. & Imm., LBS, Other)	557,932
6. CHARITABLE DONATIONS	1,494
7. GOVERNMENT REBATES (GST 68% REBATE ON TAXABLE PURCHASES)	0
8. RECOVERY OF COSTS (LTD, WCB, BENEFITS, OTHER REIMBURSEMENTS))	301,000
9. OTHER CASH RECEIPTS	
- Reimbursements of Employee Benefits	11,796
- Donations Collected from Employees for Haiti Relief	238
- Other	0
10. PROCEEDS FROM DEBENTURE ISSUE (NET)	0
11. CAPITAL LOAN PRINCIPAL ADVANCES	0
TOTAL OPERATING CASH RECIEPTS AND LOAN ADVANCE	(B) 15,453,287
OPERATING CASH DISBURSEMENTS FOR THE MONTH	
1. ACCOUNTS PAYABLE (NET OF CANCELLED CHEQUES AND DEBT REPAYMENTS)	(17,031,609)
2. TEACHER PENSION DEDUCTIONS	(1,117,087)
3. O.M.E.R.S. PENSION DEDUCTIONS	(347,925)
4. CANADA SAVINGS BONDS DEDUCTIONS	(126,387)
5. TRANSFER TO 4 OVER 5 TRUST ACCOUNTS	(37,308)
6. OTHER DEBITS (Employee Tax Deductions, Purchasing Card)	(2,129,595)
7. INTEREST PAYMENTS ON CAPITAL DEBT	(659,722)
8. PRINCIPAL PAYMENTS ON CAPITAL DEBT	(342,001)
TOTAL OPERATING CASH DISBURSEMENTS	(C) (21,791,633)
CASH BALANCE AT END OF MONTH	(D) 29,509,656
A + B - C = D	

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD REPORT ON LOAN BALANCES				
SUMMARY OF LOAN BALANCES AS AT : MAY, 2010				
The Debentures & Capital Loans are made up as follows:				
Loan Description	Opening Balance	Loan Advances	Loan Repayments	Ending Balance
1. GPL1 Loan 25 YR.	(13,028,391.51)		175,099.83	(12,853,291.68)
2. GPL2 Loan 25 YR.	(10,014,902.14)		117,474.50	(9,897,427.64)
3. GPL3 Loan 25 YR.	(4,634,903.39)		49,426.72	(4,585,476.67)
4. Capital Loan 20YR.	(2,112,000.00)			0.00
5. Capital Loan 20YR.	(3,539,000.00)			0.00
6. Debenture (Niagara Region)	(20,700,602.09)			(2,112,000.00)
7. Debenture (Niagara Region)	(22,015,978.44)			(3,539,000.00)
8. Capital Projects - Completed 2001	(8,945,751.63)			(20,700,602.09)
9. Capital Projects - Completed 2002/03	(8,056,758.32)		0.00	(22,015,978.44)
10. Capital Projects - Completed 2004/05	0.00			(8,945,751.63)
11. Capital Projects - Completed 2005/06	0.00			(8,056,758.32)
Total Debentures & Capital Loans	(93,048,287.52)	0.00	342,001.05	(92,706,286.47)

PREPARED BY : William Tumath
PRESENTED BY: Larry Reich

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
JUNE 15, 2010**

**TOPIC: FINANCIAL REPORTS
STATEMENT OF REVENUE & EXPENDITURES
MAY 31, 2010**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Statement of Revenue and Expenditures as at May 31, 2010, as presented.

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

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

Approved by: John Crocco, Director of Education

Date: June 15, 2010



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

**REPORT TO THE BOARD MEETING
JUNE 15, 2010**

**STATEMENT OF REVENUE AND EXPENDITURES
AS AT MAY 31, 2010**

In accordance with the Monthly Financial Reports Policy Statement, we are pleased to enclose the Statement of Revenue and Expenditures as at May 31, 2010 for the Niagara Catholic District School Board. (See Appendix A)

As required by the Policy, a copy of the Financial Statements is available in the 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 May 31, 2010 as presented.

Prepared by: Larry Reich, Superintendent of Business & Financial Services
Presented by: Larry Reich, Superintendent of Business & Financial Services
Approved by: John Crocco, Director of Education
Date: June 15, 2010

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
SUMMARY OF REVENUE AND EXPENDITURES
AS AT MAY 31, 2010

ACCOUNT DISCRPTION	THIS YEAR					LAST YEAR		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMITTED	EXPENDED	BUDGET	% AVAIL
REVENUE								
REVENUE	-174,068,637	-230,111,033	24.4%	-56,042,396	0	-166,812,934	-221,457,182	24.7%
TOTAL REVENUE	-174,068,637	-230,111,033	24.4%	-56,042,396	0	-166,812,934	-221,457,182	24.7%
EXPENDITURES								
BOARD ADMINISTRATION	5,438,553	7,315,444	25.7%	1,876,891	333,830	5,403,841	7,168,736	24.6%
ELEMENTARY SCHOOLS	83,304,509	108,279,161	23.1%	24,974,652	332,439	80,869,501	103,557,495	21.9%
SECONDARY SCHOOLS	50,478,055	65,163,057	22.5%	14,685,002	192,476	48,761,482	62,845,816	22.4%
CONTINUING EDUCATION	4,399,911	6,497,202	32.3%	2,097,291	86,846	4,130,550	5,986,817	31.0%
PLANT OPERATIONS	12,851,891	16,631,386	22.7%	3,779,495	220,962	12,563,276	16,683,203	24.7%
PLANT MAINTENANCE	2,523,060	3,538,658	28.7%	1,015,598	91,325	2,478,015	3,358,014	26.2%
TRANSPORTATION	9,125,572	10,641,107	14.2%	1,515,535	3	8,540,217	10,779,861	20.8%
CAPITAL AND OTHER EXPENDITURES	7,000,762	12,045,018	41.9%	5,044,256	372,786	7,289,616	11,077,240	34.2%
TOTAL EXPENDITURES	175,122,313	230,111,033	23.9%	54,988,720	1,630,667	170,036,498	221,457,182	23.2%

PREPARED BY : William Tumath
Finance Department

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: MAY 31, 2010

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	72,381	101,821	28.9	29,440	0	72,732	102,107	28.8
31 201	BENEFITS - TRUSTEES	2,738	5,392	49.2	2,654	0	2,781	5,412	48.6
31 317	PROFESSIONAL DEVELOPMENT (NT)	9,334	30,000	68.9	20,666	0	7,039	30,000	76.5
31 361	TRAVEL EXPENSE	2,612	10,000	73.9	7,388	0	4,797	10,000	52.0
31 408	NETWORK SYSTEM	2,160	0	0.0	2,160-	0	2,160	0	0.0
31 413	COURIER & MOVING	1,392	5,000	72.2	3,608	0	1,832	5,000	63.4
31 552	ADDITIONAL - COMPUTERS	3,047	0	0.0	3,047-	0	3,975	0	0.0
31 701	OCSTA & OCSOA FEES	78,969	75,000	5.3-	3,969-	0	79,512	75,000	6.0-
TOTAL - SALARY & BEN - TRUSTEES		172,633	227,213	24.0	54,580	0	174,828	227,519	23.2
SALARY & BEN - SENIOR STAFF									
32 102	SENIOR STAFF	762,671	1,006,522	24.2	243,851	0	727,415	964,257	24.6
32 202	BENEFITS - SENIOR STAFF	66,324	88,765	25.3	22,441	0	64,692	87,163	25.8
32 362	TRAVEL ALLOWANCE	0	0	0.0	0	0	548	0	0.0
TOTAL - SALARY & BEN - SENIOR ST		828,995	1,095,287	24.3	266,292	0	792,655	1,051,420	24.6
SALARY & BEN - MANAGERS									
33 103	DEPARTMENT MANAGERS	303,375	447,700	32.2	144,325	0	337,619	537,324	37.2
33 113	COORDINATORS	207,735	348,625	40.4	140,890	0	114,922	174,000	34.0
33 203	BENEFITS - DEPT. MANAGERS	50,259	89,686	44.0	39,427	0	69,337	131,627	47.3
33 213	BENEFITS - COORD.	46,202	69,836	33.8	23,634	0	15,132	10,302	46.9-
34 103	DEPARTMENT MANAGERS	87,053	125,143	30.4	38,090	0	84,526	120,000	29.6
34 113	COORDINATORS	84,883	122,367	30.6	37,484	0	83,790	118,159	29.1
34 203	BENEFITS - DEPT. MANAGERS	15,564	24,058	35.3	8,494	0	15,089	23,285	35.2
34 213	BENEFITS - COORD.	16,709	23,523	29.0	6,814	0	16,745	22,928	27.0
35 103	DEPARTMENT MANAGERS	252,777	360,200	29.8	107,423	0	168,964	235,144	28.1
35 203	BENEFITS - DEPT. MANAGERS	41,453	68,399	39.4	26,946	0	32,416	46,432	30.2
TOTAL - SALARY & BEN - MANAGERS		1,106,010	1,679,537	34.2	573,527	0	938,540	1,419,201	33.9
SALARY & BEN - CLEANER									
44 119	CLEANER REPLACEMENT	2,320	0	0.0	2,320-	0	0	0	0.0
TOTAL - SALARY & BEN - CLEANER		2,320	0	0.0	2,320-	0	0	0	0.0
SALARY & BENEFITS - TECHNICAL									
33 104	COURIER STAFF	29,983	41,391	27.6	11,408	0	28,205	38,550	26.8
33 204	BENEFITS - COURIER STAFF	7,831	10,768	27.3	2,937	0	7,449	9,743	23.6
35 110	TECHNICAL & OPERATIONS	34,079	46,965	27.4	12,886	0	33,079	46,134	28.3
35 116	OVERTIME	869	0	0.0	869-	0	431	0	0.0
35 210	BENEFITS - TECHNICAL STAFF	8,492	7,272	16.8-	1,220-	0	8,013	7,191	11.4-

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: MAY 31, 2010

BOARD ADMINISTRATION

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
44 108 CARETAKER	93,737	144,563	35.2	50,826	0	91,585	100,000	8.4
44 109 CLEANER	9,652	25,000	61.4	15,348	0	23,551	29,741	20.8
44 118 CARETAKER REPLACEMENT	11,799	0	0.0	11,799-	0	3,444	0	0.0
44 119 CLEANER REPLACEMENT	22,919	0	0.0	22,919-	0	3,440	0	0.0
44 141 MODIFIED WORK - CARETAKERS	347	0	0.0	347-	0	3,660	0	0.0
44 208 BENEFITS - CARETAKER	22,188	28,527	22.2	6,339	0	22,237	25,274	12.0
44 209 BENEFITS - CLEANER	1,704	15,579	89.1	13,875	0	3,057	7,517	59.3
44 218 BENEFITS - CARETAKER REPL.	0	0	0.0	0	0	323	0	0.0
44 219 BENEFITS - CLEANER REPL.	1,352	0	0.0	1,352-	0	55	0	0.0
44 241 BENEFITS - MODIFIED WORK (CTKRS)	434	0	0.0	434-	0	10,193	0	0.0
TOTAL - SALARY & BENEFITS - TECH	245,386	320,065	23.3	74,679	0	238,722	264,150	9.6

SALARY & BEN - CLERICAL

33 112 CLERICAL	970,120	1,510,173	35.8	540,053	0	985,024	1,311,778	24.9
33 116 OVERTIME	2,592	0	0.0	2,592-	0	2,440	20,000	87.8
33 212 BENEFITS - CLERICAL	227,065	379,239	40.1	152,174	0	225,664	377,771	40.3
34 112 CLERICAL	194,193	299,618	35.2	105,425	0	237,510	295,526	19.6
34 212 BENEFITS - CLERICAL	47,486	72,616	34.6	25,130	0	52,700	71,409	26.2
TOTAL - SALARY & BEN - CLERICAL	1,441,456	2,261,646	36.3	820,190	0	1,503,338	2,076,484	27.6

SALARY & BEN - TEMPORARY

33 115 TEMPORARY ASSISTANT	22,396	60,000	62.7	37,604	0	50,078	60,000	16.5
33 215 BENEFITS - TEMP ASSISTANT	2,819	4,203	32.9	1,384	0	4,353	4,969	12.4
34 115 TEMPORARY ASSISTANT	38,806	0	0.0	38,806-	0	24,241	0	0.0
34 215 BENEFITS - TEMP ASSISTANT	4,483	0	0.0	4,483-	0	2,271	0	0.0
TOTAL - SALARY & BEN - TEMPORAR	68,504	64,203	6.7-	4,301-	0	80,943	64,969	24.6-

PROFESSIONAL DEVELOPMENT

33 317 PROFESSIONAL DEVELOPMENT (NT)	20,175	40,000	49.6	19,825	0	16,893	40,000	57.8
33 318 PROF. MEMBERSHIPS	15,352	15,000	2.4-	352-	0	14,912	15,000	0.6
34 317 PROFESSIONAL DEVELOPMENT (NT)	3,141	5,000	37.2	1,859	0	3,685	2,000	84.2-
34 318 PROF. MEMBERSHIPS	1,255	0	0.0	1,255-	0	909	0	0.0
34 319 COURSE SUBSIDY	2,326	0	0.0	2,326-	0	2,475	3,000	17.5
TOTAL - PROFESSIONAL DEVELOPM	42,249	60,000	29.6	17,751	0	38,874	60,000	35.2

SUPPLIES & SERV - BUSINESS ADMIN.

33 325 COMPUTER SOFTWARE/CD ROM	28,542	15,000	90.3-	13,542-	0	1,173	10,000	88.3
33 336 PRINTING & COPIER	49,963	30,000	66.5-	19,963-	1,171	60,882	65,000	6.3
33 337 PRINT SHOP	55,169	100,000	44.8	44,831	137,008	93,538	155,000	39.7
33 353 ADVERTISING & PROMOTION	58,886	55,000	7.1-	3,886-	0	58,051	45,000	29.0-
33 354 PROMOTION	55,026	40,000	37.6-	15,026-	1,148	34,598	30,000	15.3-

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: MAY 31, 2010

BOARD ADMINISTRATION

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE				
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL		
33 361 TRAVEL EXPENSE	8,278	5,000	65.6-	3,278-	0	9,504	10,000	5.0		
33 401 REPAIRS - F & E	0	2,493	100.0	2,493	0	556	2,493	77.7		
33 402 REPAIRS - COMPUTERS	0	0	0.0	0	0	7,003	0	0.0		
33 404 REPAIRS - TELEPHONE	12,196	0	0.0	12,196-	4,163	20,231	0	0.0		
33 405 TELEPHONE - VOICE	35,947	50,000	28.1	14,053	0	34,659	67,500	48.7		
33 406 DATA COMMUNICATION LINES	1,596	0	0.0	1,596-	0	1,527	0	0.0		
33 407 CELLULAR	17,969	12,500	43.8-	5,469-	0	19,596	35,000	44.0		
33 408 NETWORK SYSTEM	4,013	0	0.0	4,013-	1,771	10,219	0	0.0		
33 409 NETWORK SECURITY	811	0	0.0	811-	0	4,553	0	0.0		
33 410 OFFICE SUPPLIES & SERVICES	57,468	80,000	28.2	22,532	5,203	59,817	80,000	25.2		
33 411 POSTAGE	5,104	20,000	74.5	14,896	0	10,340	20,000	48.3		
33 412 SUBSCRIPTIONS	8,325	10,000	16.8	1,675	0	7,181	10,000	28.2		
33 413 COURIER & MOVING	12,328	20,000	38.4	7,672	0	17,349	20,000	13.3		
33 414 PUBLICATIONS & NEWSLETTERS	3,562	15,000	76.3	11,438	0	988	0	0.0		
33 416 SCHOOL COUNCIL - SPECIAL	48,237	60,000	19.6	11,763	0	0	0	0.0		
33 420 HOSPITALITY	11,409	15,000	23.9	3,591	0	10,060	10,000	0.6-		
33 710 INTEREST CHARGES	8,925	10,000	10.8	1,075	0	13,967	5,000	79.3-		
TOTAL - SUPPLIES & SERV - BUSINE	483,754	539,993	10.4	56,239	150,464	475,792	564,993	15.8		

SUPPLIES & SERV - HUMAN RESOURCES

34 325 COMPUTER SOFTWARE/CD ROM	0	4,000	100.0	4,000	9,605	0	5,000	100.0	
34 361 TRAVEL EXPENSE	1,102	2,500	55.9	1,398	0	4,079	2,500	63.2-	
34 406 DATA COMMUNICATION LINES	0	0	0.0	0	0	0	5,000	100.0	
34 407 CELLULAR	547	2,500	78.1	1,953	0	737	2,500	70.5	
34 420 HOSPITALITY	4,538	1,000	53.8-	3,538-	0	5,194	10,000	48.1	
34 421 RECRUITMENT OF STAFF	11,931	5,000	38.6-	6,931-	0	4,976	5,000	0.5	
TOTAL - SUPPLIES & SERV - HUMAN	18,118	15,000	20.8-	3,118-	9,605	14,986	30,000	50.1	

SUPPLIES & SERV - COMPUTER SERVICE

35 325 COMPUTER SOFTWARE/CD ROM	25,694	0	0.0	25,694-	0	1,269	20,000	93.7	
35 361 TRAVEL EXPENSE	6,540	2,500	61.6-	4,040-	0	6,684	2,500	67.4-	
35 402 REPAIRS - COMPUTERS	35,611	25,000	42.4-	10,611-	9,949	45,746	50,000	8.5	
35 407 CELLULAR	7,373	5,000	47.5-	2,373-	0	9,577	5,000	91.5-	
35 408 NETWORK SYSTEM	30,275	30,000	0.9-	275-	1,884	13,670	25,000	45.3	
TOTAL - SUPPLIES & SERV - COMPU	105,493	62,500	68.8-	42,993-	11,833	76,946	102,500	24.9	

SUPPLIES & SERV - PLANT OPERATIONS

44 341 HYDR0	101,612	250,000	59.4	148,388	0	86,995	350,000	75.1	
44 343 HEATING - GAS	59,098	0	0.0	59,098-	0	83,182	0	0.0	
44 346 WATER & SEWAGE	6,209	0	0.0	6,209-	238	6,974	0	0.0	
44 371 CLEANING PRODUCTS	1,917	0	0.0	1,917-	284	5,400	0	0.0	

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: MAY 31, 2010

BOARD ADMINISTRATION

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE			
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL	
44 372	CLEANING TOOLS	48	0	0.0	48-	3	989	0	0.0
44 373	TOILET PAPER	0	0	0.0	0	73	760	0	0.0
44 375	UNIFORMS	7,069	0	0.0	7,069-	0	0	0	0.0
44 377	INTRUSION ALARMS	3,723	0	0.0	3,723-	1,003	14,316	0	0.0
44 378	FIRE SAFETY	11,276	0	0.0	11,276-	22	10,557	0	0.0
44 379	REPAIRS - HEALTH & SAFETY	15,742	0	0.0	15,742-	1,182	8,965	0	0.0
44 380	REPAIRS - EQUIPMENT	1,240	0	0.0	1,240-	0	494	0	0.0
44 381	ASPHALT/CONCRETE	0	0	0.0	0	2	3,658	0	0.0
44 382	FENCING	0	0	0.0	0	1	0	0	0.0
44 383	LANDSCAPING	8,099	0	0.0	8,099-	19,446	75,102	0	0.0
44 384	DRAINAGE	900	0	0.0	900-	2,086	6,513	0	0.0
44 385	GRASS CUTTING	6,820	0	0.0	6,820-	5,198	11,782	0	0.0
44 386	SNOW PLOWING	16,094	0	0.0	16,094-	95	22,880	0	0.0
44 388	GARBAGE DISPOSAL	3,321	0	0.0	3,321-	90	1,621	0	0.0
44 389	LINE MARKING	0	0	0.0	0	2	0	0	0.0
44 417	SECURITY & SURVIELANCE	536	0	0.0	536-	1	14,020	0	0.0
44 418	CONTRACTED CLEANING	12,325	0	0.0	12,325-	3	9,965	0	0.0
44 464	WINDOW GLASS & FRAME	382	0	0.0	382-	0	0	0	0.0
44 611	RENTAL/LEASE - NON INSTRUCT AC	65,847	80,000	17.7	14,153	13,300	61,295	92,500	33.7
44 653	PROFESSIONAL FEES	7,989	0	0.0	7,989-	1,554	2,276	0	0.0
TOTAL - SUPPLIES & SERV - PLANT		330,247	330,000	0.1-	247-	44,583	427,744	442,500	3.3

SUPPLIES & SERVICES- BUILDING MTC.

44 459	CLOCK SYSTEMS	68	0	0.0	68-	0	105	0	0.0
44 460	H.V.A.C.	17,397	0	0.0	17,397-	171	39,577	0	0.0
44 461	BOILER REPAIR	985	0	0.0	985-	1	577	0	0.0
44 462	ELECTRICAL REPAIR	4,494	0	0.0	4,494-	2,097	10,480	0	0.0
44 463	ROOFING	990	0	0.0	990-	3	709	0	0.0
44 464	WINDOW GLASS & FRAME	0	0	0.0	0	6	1,993	0	0.0
44 465	PLUMBING	7,226	0	0.0	7,226-	1,556	13,104	0	0.0
44 466	PAINTING	379	0	0.0	379-	7	2,919	0	0.0
44 467	PORTABLES	58	0	0.0	58-	0	409	0	0.0
44 468	FLOOR & CEILING	3,974	0	0.0	3,974-	3	6,175	0	0.0
44 469	HARDWARE	8,447	0	0.0	8,447-	1	8,042	0	0.0
44 470	CARPENTRY	1,080	0	0.0	1,080-	6	693	0	0.0
44 471	DRAPERY	2,128	0	0.0	2,128-	0	9,806	0	0.0
44 472	MASONRY	0	0	0.0	0	2	0	0	0.0
44 473	TOOLS	7,102	0	0.0	7,102-	6	6,113	0	0.0
44 654	OTHER CONTRACTUAL SERVICES	7,052	100,000	93.0	92,948	657	13,219	150,000	91.2
44 680	LIFTING DEVICES	1,395	0	0.0	1,395-	1	183	0	0.0

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: MAY 31, 2010

BOARD ADMINISTRATION

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
44 759 BUILDINGS	0	0	0.0	0	0	16,844	0	0.0
TOTAL - SUPPLIES & SERVICES- BUI	62,775	100,000	37.2	37,225	4,517	130,948	150,000	12.7
FURNITURE & EQUIPMENT								
33 551 ADDITIONAL - FURNITURE	3,838	10,000	61.6	6,162	22,819	19,733	10,000	97.3-
33 552 ADDITIONAL - COMPUTERS	31,034	40,000	22.4	8,966	23,992	77,295	90,000	14.1
35 552 ADDITIONAL - COMPUTERS	859	0	0.0	859-	0	38,107	35,000	8.9-
TOTAL - FURNITURE & EQUIPMENT	35,731	50,000	28.5	14,269	46,811	135,135	135,000	0.1-
FEES & CONTRACTS								
33 651 AUDIT FEES	9,652	85,000	88.6	75,348	0	7,112	75,000	90.5
33 652 LEGAL FEES	36,049	75,000	51.9	38,951	0	36,475	75,000	51.4
33 653 PROFESSIONAL FEES	34,331	40,000	14.2	5,669	0	7,400	10,000	26.0
34 653 PROFESSIONAL FEES	106,638	25,000	26.6-	81,638-	0	29,556	70,000	57.8
35 653 PROFESSIONAL FEES	43,937	25,000	75.8-	18,937-	5,933	36,758	60,000	38.7
35 661 SOFTWARE LICENSES & SUPPORT	141,393	40,000	53.5-	101,393-	58,253	236,155	225,000	5.0-
35 662 HARDWARE MAINTENANCE & SUPP	107,273	180,000	40.4	72,727	366	13,959	25,000	44.2
TOTAL - FEES & CONTRACTS	479,273	470,000	2.0-	9,273-	64,552	367,415	540,000	32.0
MISCELLANEOUS EXPENDITURES								
33 702 SCHOOL COUNCILS/CPTA FEES	2,904	5,000	41.9	2,096	0	0	5,000	100.0
33 704 DIRECTOR'S DISCRETIONARY	0	2,500	100.0	2,500	0	0	2,500	100.0
33 707 BOARD APPRECIATION NIGHT	105	15,000	99.3	14,895	1,465	1,031-	15,000	106.9
33 708 SCHOLARSHIP	2,250	2,500	10.0	250	0	1,500	2,500	40.0
33 709 TRIBUTES & GIFTS	10,350	15,000	31.0	4,650	0	6,506	15,000	56.6
TOTAL - MISCELLANEOUS EXPENDIT	15,609	40,000	61.0	24,391	1,465	6,975	40,000	82.6
TOTAL - BOARD ADMINISTRATION	5,438,553	7,315,444	25.7	1,876,891	333,830	5,403,841	7,168,736	24.6

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

ELEMENTARY SCHOOLS

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE				
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL		
CLASSROOM TEACHERS										
10 165	SECONDMENT LEAVE	-10,047	0	0.0	10,047	0	106,377	0	0.0	
10 170	REGULAR DAY SCHOOL TEACHER	35,082,221	44,589,635	21.3	9,507,414	6,841	32,789,908	43,609,227	24.8	
10 171	SPECIAL EDUCATION TEACHERS	3,129,351	4,211,083	25.7	1,081,732	0	3,435,895	3,961,762	13.3	
10 172	PREP & PLANNING TEACHER	423,919	0	0.0	423,919-	0	651,218	0	0.0	
10 173	HOME INSTRUCTION TEACHER	12,012	10,000	20.1-	2,012-	0	8,356	10,000	16.4	
10 174	F.S.L. TEACHER GR. 1-3	2,005,171	3,264,340	38.6	1,259,169	0	1,814,073	2,722,000	33.4	
10 175	F.S.L. TEACHER GR. 4-8	2,714,946	3,600,000	24.6	885,054	0	2,507,992	3,620,000	30.7	
10 179	E.S.L. TEACHER	902,571	1,151,005	21.6	248,434	0	774,312	1,220,395	36.6	
10 180	LEARNING OPPORTUNITY TEACHER	1,039,101	1,917,547	45.8	878,446	0	1,041,523	1,809,186	42.4	
10 184	LONG-TERM LEAVE OF ABSENCE	4,601,675	7,000,000	34.3	2,398,325	0	6,260,638	6,000,000	4.3-	
10 265	BENEFITS - SECONDMENT	-3,828	0	0.0	3,828	0	10,297	0	0.0	
10 270	BENEFITS - REG. DAY SCHOOL TEAC	4,045,607	5,866,750	31.0	1,821,143	0	3,870,726	5,694,862	32.0	
10 271	BENEFITS - SPEC. ED. TEACHERS	325,706	512,064	36.4	186,358	0	371,242	485,483	23.5	
10 272	BENEFITS - PREP & PLANNING TEAC	53,143	0	0.0	53,143-	0	74,864	0	0.0	
10 273	BENEFITS - HOME INSTRUCTION TEA	1,216	587	E+02	629-	0	658	611	7.6-	
10 274	BENEFITS - F.S.L. (GR 1-3)	227,563	396,943	42.7	169,380	0	205,473	333,560	38.4	
10 275	BENEFITS - F.S.L. (GR 4-8)	301,615	437,756	31.1	136,141	0	289,793	443,602	34.7	
10 279	BENEFITS - E.S.L. TEACHER	90,544	139,962	35.3	49,418	0	85,422	149,550	42.9	
10 280	BENEFITS - L.O.P. & OTHER TEACHE	109,586	233,172	53.0	123,586	0	111,233	221,701	49.8	
10 284	BENEFITS - LONG TERM OCCASSION	379,539	411,032	7.7	31,493	0	527,848	366,713	43.9-	
TOTAL - CLASSROOM TEACHERS		55,431,611	73,741,876	24.8	18,310,265	6,841	54,937,848	70,648,652	22.2	
OCCASSIONAL TEACHERS										
10 181	LONG-TERM SICK LEAVE	1,321,511	225,000	E+02	1,096,511-	0	202,082	275,000	26.5	
10 182	SHORT TERM TEACHER REPLACEM	2,031,188	2,014,277	0.8-	16,911-	0	1,760,011	1,394,002	26.3-	
10 183	SHORT TERM - OCCASSIONAL TEAC	0	0	0.0	0	0	0	25,000	100.0	
10 281	BENEFITS - L/T SICK LEAVE	114,192	26,853	E+02	87,339-	0	17,455	43,620	60.0	
10 282	BENEFITS - SHORT TERM REPLACE	156,039	240,391	35.1	84,352	0	136,003	221,109	38.5	
10 283	BENEFITS - SHORT TERM OCCASSIO	0	0	0.0	0	0	0	3,966	100.0	
25 182	SHORT TERM TEACHER REPLACEM	7,811	67,964	88.5	60,153	0	0	53,803	100.0	
25 282	BENEFITS - SHORT TERM REPLACE	311	8,110	96.2	7,799	0	0	8,534	100.0	
TOTAL - OCCASSIONAL TEACHERS		3,631,052	2,582,595	40.6-	1,048,457-	0	2,115,551	2,025,034	4.5-	
TEACHER ASSISTANTS										
10 190	CHILD & YOUTH WORKER	898,390	1,217,122	26.2	318,732	0	857,650	781,782	9.7-	
10 191	EDUCATIONAL ASST.	6,784,548	8,090,363	16.1	1,305,815	0	6,288,073	7,399,297	15.0	
10 195	EDUCATIONAL ASST. - TEMPORARY	205,754	170,000	21.0-	35,754-	0	158,857	150,000	5.9-	
10 196	TUTORS IN THE CLASSROOM	26,608	0	0.0	26,608-	0	27,413	53,000	48.3	
10 290	BENEFIT - C & Y WORKERS	192,967	296,550	34.9	103,583	0	192,281	200,156	3.9	

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

ELEMENTARY SCHOOLS

ACCOUNT	THIS YEAR TO DATE				LAST YEAR TO DATE				
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL	
10 291	BENEFITS - ED. ASST.	1,600,308	1,921,114	16.7	320,806	0	1,466,765	1,809,633	19.0
10 295	BENEFITS - ED. ASST. (TEMP)	16,462	25,124	34.5	8,662	0	11,723	22,013	46.8
10 296	BENEFITS - TUTORS IN THE CLASSR	1,322	0	0.0	1,322-	0	1,381	0	0.0
21 137	COMMUNICATION ASSISTANT	182,832	200,000	8.6	17,168	0	190,624	175,000	8.9-
21 237	BENEFITS - COMM. ASST.	37,703	48,729	22.6	11,026	0	43,978	44,804	1.8
TOTAL - TEACHER ASSISTANTS		9,946,894	11,969,002	16.9	2,022,108	0	9,238,745	10,635,685	13.1

PROFESSIONAL & PARA-PROFESSIONAL

10 170	REGULAR DAY SCHOOL TEACHER	724,795	802,642	9.7	77,847	0	837,769	945,000	11.4
10 270	BENEFITS - REG. DAY SCHOOL TEAC	82,953	97,600	15.0	14,647	0	96,243	115,803	16.9
21 131	INTERPRETERS	4,333	0	0.0	4,333-	0	0	103,000	100.0
21 132	PSYCHOLOGIST	76,789	120,000	36.0	43,211	0	115,800	130,000	10.9
21 133	SPEECH PATHOLOGIST	227,758	288,098	20.9	60,340	0	226,117	279,707	19.2
21 134	SOCIAL WORKER	0	0	0.0	0	0	0	20,000	100.0
21 136	SPECIAL NEEDS FACILITATOR	161,949	219,181	26.1	57,232	0	159,255	212,797	25.2
21 231	BENEFITS - INTERPRETERS	379	0	0.0	379-	0	0	0	0.0
21 233	BENEFITS - SPEECH PATH.	39,998	64,467	38.0	24,469	0	41,370	81,848	49.5
21 236	BENEFITS - SPECIAL NEEDS	34,311	49,045	30.0	14,734	0	33,460	62,269	46.3
22 116	OVERTIME	0	0	0.0	0	0	23,479	0	0.0
22 135	TECHNICIANS	260,330	371,549	29.9	111,219	0	256,225	386,182	33.7
22 235	BENEFITS - TECHNICIANS	54,850	81,846	33.0	26,996	0	51,358	83,961	38.8
25 129	TEACHER TRAINER	0	0	0.0	0	0	4,013	0	0.0
25 229	BENEFITS - TEACHER TRAINER	0	0	0.0	0	0	829	0	0.0
TOTAL - PROFESSIONAL & PARA-PR		1,668,445	2,094,428	20.3	425,983	0	1,845,918	2,420,567	23.7

LIBRARY & GUIDANCE

23 135	TECHNICIANS	1,251,909	1,490,076	16.0	238,167	0	1,232,891	1,529,404	19.4
23 138	TEMPORARY ASSISTANCE	22,173	30,000	26.1	7,827	0	18,007	25,000	28.0
23 235	BENEFITS - TECHNICIANS	315,021	402,984	21.8	87,963	0	311,706	419,804	25.8
23 238	BENEFITS - TEMPORARY ASSIS ST.S	1,865	2,506	25.6	641	0	1,467	2,084	29.6
TOTAL - LIBRARY & GUIDANCE		1,590,968	1,925,566	17.4	334,598	0	1,564,071	1,976,292	20.9

PRINCIPALS & V.P.

15 151	PRINCIPALS	4,480,040	5,714,066	21.6	1,234,026	0	3,991,996	5,266,085	24.2
15 152	VICE-PRINCIPALS	414,548	581,000	28.7	166,452	0	451,464	607,000	25.6
15 251	BENEFITS - PRINCIPALS	433,641	483,648	10.3	50,007	0	392,324	481,253	18.5
15 252	BENEFITS - VICE PRINCIPALS	39,557	49,176	19.6	9,619	0	44,980	51,410	12.5
TOTAL - PRINCIPALS & V.P.		5,367,786	6,827,890	21.4	1,460,104	0	4,880,764	6,405,748	23.8

SCHOOL SECRETARIES

15 112	CLERICAL	1,386,646	1,773,130	21.8	386,484	0	1,334,696	1,792,399	25.5
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NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED:

ELEMENTARY SCHOOLS

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE				
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL		
15 115 TEMPORARY ASSISTANT	43,461	50,000	13.1	6,539	0	41,447	50,000	17.1		
15 212 BENEFITS - CLERICAL	351,055	511,267	31.3	160,212	0	340,272	506,759	32.9		
15 215 BENEFITS - TEMP ASSISTANT	3,048	4,204	27.5	1,156	0	3,273	4,212	22.3		
TOTAL - SCHOOL SECRETARIES	1,784,210	2,338,601	23.7	554,391	0	1,719,688	2,353,370	26.9		

TEACHER CONSULTANTS

21 161 CONSULTANT TEACHER	0	0	0.0	0	0	142,886	200,000	28.6		
21 162 CO-ORDINATOR TEACHER	63,111	191,000	67.0	127,889	0	125,209	180,000	30.4		
21 163 PROGRAM OFFICER	89,858	105,000	14.4	15,142	0	87,255	106,000	17.7		
21 261 BENEFITS - CONSULTANT	1,673	0	0.0	1,673-	0	20,405	24,508	16.7		
21 262 BENEFITS - CO-ORDINATOR	7,411	23,227	68.1	15,816	0	14,581	22,059	33.9		
21 263 BENEFITS - PROGRAM OFFICER	8,399	12,769	34.2	4,370	0	8,178	12,989	37.0		
25 161 CONSULTANT TEACHER	351,339	1,146,507	69.4	795,168	0	395,469	914,000	56.7		
25 162 CO-ORDINATOR TEACHER	72,065	0	0.0	72,065-	0	8,765	0	0.0		
25 163 PROGRAM OFFICER	500	105,000	99.5	104,500	0	87,755	106,000	17.2		
25 261 BENEFITS - CONSULTANT	39,475	139,416	71.7	99,941	0	43,346	112,003	61.3		
25 262 BENEFITS - CO-ORDINATOR	8,381	0	0.0	8,381-	0	0	0	0.0		
25 263 BENEFITS - PROGRAM OFFICER	-4,357	12,769	134.1	17,126	0	11,319	12,989	12.9		
TOTAL - TEACHER CONSULTANTS	637,855	1,735,688	63.3	1,097,833	0	945,168	1,690,548	44.1		

PROFESSIONAL DEVELOPMENT

10 315 PROF. DEVELOP. - ACADEMIC	94,655	190,000	50.2	95,345	0	78,906	170,000	53.6		
15 314 PROF. DEVEL. SCHOOL SEC.	834	4,000	79.2	3,166	0	2,789	0	0.0		
15 317 PROFESSIONAL DEVELOPMENT (NT)	34,691	96,000	63.9	61,309	0	16,963	130,000	87.0		
21 317 PROFESSIONAL DEVELOPMENT (NT)	0	5,000	100.0	5,000	0	12,776	25,000	48.9		
23 317 PROFESSIONAL DEVELOPMENT (NT)	0	10,000	100.0	10,000	0	0	20,000	100.0		
25 317 PROFESSIONAL DEVELOPMENT (NT)	0	0	0.0	0	0	0	25,000	100.0		
TOTAL - PROFESSIONAL DEVELOPM	130,180	305,000	57.3	174,820	0	111,434	370,000	69.9		

CENTRAL PROGRAM CLASSROOM RESOU

10 320 TEXTBOOKS, LEARNING MATERIAL	571	100,000	99.4	99,429	0	345,855	300,000	15.3-		
10 330 CLASSROOM SUPPLIES & SERVICES	935,652	1,252,000	25.3	316,348	34,306	695,494	1,017,100	31.6		
21 330 CLASSROOM SUPPLIES & SERVICES	50,109	75,000	33.2	24,891	2,419	16,342	90,000	81.8		
TOTAL - CENTRAL PROGRAM CLASS	986,332	1,427,000	30.9	440,668	36,725	1,057,691	1,407,100	24.8		

CLASSROOM SUPPLIES & SERVICES

10 320 TEXTBOOKS, LEARNING MATERIAL	269,690	407,261	33.8	137,571	16,010	161,257	394,696	59.1		
10 330 CLASSROOM SUPPLIES & SERVICES	402,142	560,047	28.2	157,905	65,806	471,676	754,043	37.5		
10 333 SPECIAL MINISTRY GRANTS	-10,723	0	0.0	10,723	2,081	3,474-	0	0.0		
10 335 PRINTING & COPIER - INSTR.	266,089	299,248	11.1	33,159	5,979	280,744	296,100	5.2		
10 361 TRAVEL EXPENSE	24,508	48,876	49.9	24,368	0	13,739	30,000	54.2		

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

ELEMENTARY SCHOOLS

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
10 450 EDUCATIONAL FIELD TRIPS	55,731	130,293	57.2	74,562	1,651	39,760	114,725	65.3
10 451 SPORT COUNCIL	-7,501	0	0.0	7,501	0	8,258-	0	0.0
23 320 TEXTBOOKS, LEARNING MATERIAL	51,609	69,683	25.9	18,075	8,126	56,448	69,006	18.2
TOTAL - CLASSROOM SUPPLIES & S	1,051,545	1,515,408	30.6	463,864	99,653	1,011,892	1,658,570	39.0

INSTRUCTIONAL SUPPLIES & SERVICES

21 317 PROFESSIONAL DEVELOPMENT (NT)	3,743	20,000	81.3	16,257	0	2,988	20,000	85.1
21 336 PRINTING & COPIER	7,689	15,000	48.7	7,311	1	5,271	15,000	64.9
21 361 TRAVEL EXPENSE	57,680	100,000	42.3	42,320	0	74,013	100,000	26.0
21 402 REPAIRS - COMPUTERS	0	5,000	100.0	5,000	0	5,260	5,000	5.2-
21 407 CELLULAR	3,797	5,000	24.1	1,203	0	4,544	5,000	9.1
21 420 HOSPITALITY	2,723	15,000	81.9	12,277	0	1,805	15,000	88.0
25 317 PROFESSIONAL DEVELOPMENT (NT)	5,923	20,000	70.4	14,077	0	3,692	20,000	81.5
25 336 PRINTING & COPIER	5,172	10,000	48.3	4,828	1	6,584	7,623	13.6
25 361 TRAVEL EXPENSE	9,139	25,000	63.4	15,861	0	14,117	25,000	43.5
25 402 REPAIRS - COMPUTERS	0	20,000	100.0	20,000	0	0	0	0.0
25 407 CELLULAR	7,880	10,000	21.2	2,120	0	8,577	5,000	71.6-
25 420 HOSPITALITY	9,567	20,000	52.2	10,433	0	5,786	10,000	42.1
TOTAL - INSTRUCTIONAL SUPPLIES	113,313	265,000	57.2	151,687	2	132,637	227,623	41.7

SCHOOL ADMIN. SUPPLIES & SERVICES

15 361 TRAVEL EXPENSE	11,369	30,000	62.1	18,631	0	23,214	30,000	22.6
15 401 REPAIRS - F & E	-1,033	0	0.0	1,033	0	1,711	0	0.0
15 404 REPAIRS - TELEPHONE	63,287	100,000	36.7	36,713	18,799	80,618	108,876	26.0
15 405 TELEPHONE - VOICE	137,045	200,000	31.5	62,955	0	131,574	180,000	26.9
15 407 CELLULAR	0	0	0.0	0	0	2,895	0	0.0
15 410 OFFICE SUPPLIES & SERVICES	49,953	108,867	54.1	58,914	3,038	50,054	98,964	49.4
15 415 SCHOOL COUNCIL (SCH)	6,207	16,703	62.8	10,496	232	31,797	57,640	44.8
15 416 SCHOOL COUNCIL - SPECIAL	-30,811	0	0.0	30,811	501	29,975-	0	0.0
15 420 HOSPITALITY	13,563	570-	479.5	14,133-	199	12,164	24,389	50.1
15 422 PRO GRANT	-15,872	0	0.0	15,872	0	10,234-	0	0.0
TOTAL - SCHOOL ADMIN. SUPPLIES	233,708	455,000	48.6	221,292	22,769	293,818	499,869	41.2

COMPUTERS - CLASSROOM

10 402 REPAIRS - COMPUTERS	11,571	52,000	77.8	40,429	7,455	17,428	55,000	68.3
10 406 DATA COMMUNICATION LINES	65,107	107,843	39.6	42,736	0	62,947	107,843	41.6
10 408 NETWORK SYSTEM	264,750	343,899	23.0	79,149	0	265,944	343,899	22.7
10 552 ADDITIONAL - COMPUTERS	64,059	109,421	41.5	45,362	94,928	205,641	192,196	7.0-
10 661 SOFTWARE LICENSES & SUPPORT	16,414	41,340	60.3	24,926	0	69,372	41,340	67.8-
22 361 TRAVEL EXPENSE	13,684	0	0.0	13,684-	0	14,417	0	0.0
22 402 REPAIRS - COMPUTERS	32,103	48,000	33.1	15,897	2,553	73,510	55,000	33.7-

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

ELEMENTARY SCHOOLS

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
22 407 CELLULAR	1,757	0	0.0	1,757-	0	4,103	0	0.0
TOTAL - COMPUTERS - CLASSROOM	469,445	702,503	33.2	233,058	104,936	713,362	795,278	10.3
COMPUTERS - NON CLASSROOM								
15 552 ADDITIONAL - COMPUTERS	0	50,000	100.0	50,000	0	0	75,000	100.0
TOTAL - COMPUTERS - NON CLASSR	0	50,000	100.0	50,000	0	0	75,000	100.0
F & E - CLASSROOM								
10 551 ADDITIONAL - FURNITURE	243,292	301,271	19.2	57,979	60,077	285,138	325,004	12.3
TOTAL - F & E - CLASSROOM	243,292	301,271	19.2	57,979	60,077	285,138	325,004	12.3
F & E - NON CLASSROOM								
15 551 ADDITIONAL - FURNITURE	17,873	42,333	57.8	24,460	1,436	12,247	38,155	67.9
15 601 RENTAL/LEASE - FURNITURE	0	0	0.0	0	0	3,529	5,000	29.4
TOTAL - F & E - NON CLASSROOM	17,873	42,333	57.8	24,460	1,436	15,776	43,155	63.4
TOTAL - ELEMENTARY SCHOOLS	83,304,509	108,279,161	23.1	24,974,653	332,439	80,869,501	103,557,495	21.9

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

SECONDARY SCHOOLS

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
CLASSROOM TEACHERS								
10 165	SECONDMENT LEAVE	15,787	0	0.0	15,787-	0	114,068	0 0.0
10 170	REGULAR DAY SCHOOL TEACHER	29,204,231	36,361,067	19.7	7,156,836	0	27,161,715	34,738,148 21.8
10 171	SPECIAL EDUCATION TEACHERS	1,060,495	2,363,716	55.1	1,303,221	0	1,117,394	1,752,076 36.2
10 173	HOME INSTRUCTION TEACHER	50,033	20,000	E+02	30,033-	0	18,928	15,000 26.2-
10 179	E.S.L. TEACHER	193,492	196,976	1.8	3,484	0	209,236	183,920 13.8-
10 184	LONG-TERM LEAVE OF ABSENCE	1,698,174	2,500,000	32.1	801,826	0	2,236,897	2,350,000 4.8
10 265	BENEFITS - SECONDMENT	4,179	0	0.0	4,179-	0	13,487	0 0.0
10 270	BENEFITS - REG. DAY SCHOOL TEAC	3,193,538	4,194,952	23.9	1,001,414	0	3,010,193	4,135,795 27.2
10 271	BENEFITS - SPEC. ED. TEACHERS	117,921	263,240	55.2	145,319	0	123,608	258,105 52.1
10 273	BENEFITS - HOME INSTRUCTION TEA	4,496	1,141	E+02	3,355-	0	1,633	892 83.1-
10 279	BENEFITS - E.S.L. TEACHER	20,322	21,937	7.4	1,615	0	22,653	21,080 7.5-
10 284	BENEFITS - LONG TERM OCCASSION	140,432	142,659	1.6	2,227	0	192,598	139,689 37.9-
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	9,118	100.0	9,118	0	0	9,689 100.0
TOTAL - CLASSROOM TEACHERS		35,703,100	46,431,806	23.1	10,728,706	0	34,222,410	43,961,394 22.2
OCCASSIONAL TEACHERS								
10 181	LONG-TERM SICK LEAVE	391,274	300,000	30.4-	91,274-	0	199,810	200,000 0.1
10 182	SHORT TERM TEACHER REPLACEM	1,007,122	1,126,428	10.6	119,306	0	1,013,476	875,044 15.8-
10 281	BENEFITS - L/T SICK LEAVE	33,248	29,953	11.0-	3,295-	0	16,915	22,893 26.1
10 282	BENEFITS - SHORT TERM REPLACE	72,092	112,468	35.9	40,376	0	77,837	100,162 22.3
24 182	SHORT TERM TEACHER REPLACEM	0	2,555	100.0	2,555	0	0	1,908 100.0
24 282	BENEFITS - SHORT TERM REPLACE	0	256	100.0	256	0	0	219 100.0
25 182	SHORT TERM TEACHER REPLACEM	1,377	21,748	93.7	20,371	0	0	12,182 100.0
25 282	BENEFITS - SHORT TERM REPLACE	54	2,172	97.5	2,118	0	0	1,394 100.0
TOTAL - OCCASSIONAL TEACHERS		1,505,167	1,595,580	5.7	90,413	0	1,308,038	1,213,802 7.8-
TEACHER ASSISTANTS								
10 190	CHILD & YOUTH WORKER	254,699	346,660	26.5	91,961	0	230,463	260,166 11.4
10 191	EDUCATIONAL ASST.	2,613,541	3,011,577	13.2	398,036	0	2,282,650	2,621,972 12.9
10 195	EDUCATIONAL ASST. - TEMPORARY	113,148	95,000	19.1-	18,148-	0	77,245	75,000 3.0-
10 196	TUTORS IN THE CLASSROOM	17,465	0	0.0	17,465-	0	15,878	0 0.0
10 290	BENEFIT - C & Y WORKERS	51,382	93,978	45.3	42,596	0	54,487	74,618 27.0
10 291	BENEFITS - ED. ASST.	606,979	743,522	18.4	136,543	0	527,048	669,410 21.3
10 295	BENEFITS - ED. ASST. (TEMP)	9,281	8,013	15.8-	1,268-	0	6,156	6,290 2.1
296	BENEFITS - TUTORS IN THE CLASSR	812	0	0.0	812-	0	699	0 0.0
TOTAL - TEACHER ASSISTANTS		3,667,307	4,298,750	14.7	631,443	0	3,194,626	3,707,456 13.8

PROFESSIONAL & PARA-PROFESSIONAL

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

SECONDARY SCHOOLS

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
10 177 CHAPLAIN - NON TEACHER	352,724	486,667	27.5	133,943	0	346,460	472,638	26.7
10 277 BENEFITS - CHAPLAIN NON TEACHE	57,081	112,844	49.4	55,763	0	61,153	110,112	44.5
21 131 INTERPRETERS	23,814	60,000	60.3	36,186	0	26,056	35,845	27.3
21 134 SOCIAL WORKER	58,990	80,732	26.9	21,742	0	57,277	78,381	26.9
21 231 BENEFITS - INTERPRETERS	3,590	6,767	47.0	3,177	0	1,162	6,020	80.7
21 234 BENEFITS - SOCIAL WORKER	11,374	18,585	38.8	7,211	0	10,998	13,161	16.4
22 116 OVERTIME	644	0	0.0	644-	0	0	0	0.0
22 135 TECHNICIANS	263,118	372,747	29.4	109,629	0	269,206	421,707	36.2
22 138 TEMPORARY ASSISTANCE	143	0	0.0	143-	0	0	0	0.0
22 235 BENEFITS - TECHNICIANS	57,492	203,594	71.8	146,102	0	57,368	212,038	72.9
22 238 BENEFITS - TEMPORARY ASSIS ST.S	6	0	0.0	6-	0	0	0	0.0
25 129 TEACHER TRAINER	0	0	0.0	0	0	4,013	0	0.0
25 229 BENEFITS - TEACHER TRAINER	0	0	0.0	0	0	829	0	0.0
TOTAL - PROFESSIONAL & PARA-PR	828,976	1,341,936	38.2	512,960	0	834,522	1,349,902	38.2

LIBRARY & GUIDANCE

23 135 TECHNICIANS	248,431	286,857	13.4	38,426	0	233,555	283,556	17.6
138 TEMPORARY ASSISTANCE	5,212	10,000	47.9	4,788	0	6,448	5,000	29.0-
23 235 BENEFITS - TECHNICIANS	62,083	78,102	20.5	16,019	0	57,590	76,150	24.4
23 238 BENEFITS - TEMPORARY ASSIS ST.S	394	844	53.3	450	0	544	422	28.9-
TOTAL - LIBRARY & GUIDANCE	316,120	375,803	15.9	59,683	0	298,137	365,128	18.4

PRINCIPALS & V.P.

15 151 PRINCIPALS	712,620	960,799	25.8	248,179	0	744,886	1,001,220	25.6
15 152 VICE-PRINCIPALS	1,158,707	1,491,634	22.3	332,927	0	1,027,103	1,360,000	24.5
15 251 BENEFITS - PRINCIPALS	67,071	99,659	32.7	32,588	0	74,484	107,264	30.6
15 252 BENEFITS - VICE PRINCIPALS	121,523	154,721	21.5	33,198	0	106,781	145,700	26.7
TOTAL - PRINCIPALS & V.P.	2,059,921	2,706,813	23.9	646,892	0	1,953,254	2,614,184	25.3

SCHOOL SECRETARIES

15 112 CLERICAL	1,178,637	1,363,648	13.6	185,011	0	1,137,838	1,496,344	24.0
15 115 TEMPORARY ASSISTANT	69,043	75,000	7.9	5,957	0	49,129	25,000	96.5-
15 212 BENEFITS - CLERICAL	277,575	343,461	19.2	65,886	0	269,409	393,827	31.6
15 215 BENEFITS - TEMP ASSISTANT	16,282	5,835	79.0-	10,447-	0	9,033	2,152	19.8-
TOTAL - SCHOOL SECRETARIES	1,541,537	1,787,944	13.8	246,407	0	1,465,409	1,917,323	23.6

TEACHER CONSULTANTS

161 CONSULTANT TEACHER	349,862	599,047	41.6	249,185	0	307,266	556,340	44.8
261 BENEFITS - CONSULTANT	36,769	66,714	44.9	29,945	0	39,873	63,761	37.5
TOTAL - TEACHER CONSULTANTS	386,631	665,761	41.9	279,130	0	347,139	620,101	44.0

SALARY & BEN - LIBRARY & GUIDANCE

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

SECONDARY SCHOOLS

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
24 178 LIBRARY/GUIDANCE TEACHER	1,607,546	1,583,690	1.5	23,856-	0	1,747,572	2,008,891	13.0
24 278 BENEFITS - LIBRARY/GUIDANCE TEA	168,475	176,371	4.5	7,896	0	192,434	172,931	11.3-
TOTAL - SALARY & BEN - LIBRARY &	1,776,021	1,760,061	0.9-	15,960-	0	1,940,006	2,181,822	11.1

PROFESSIONAL DEVELOPMENT

10 315 PROF. DEVELOP. - ACADEMIC	45,803	80,000	42.8	34,197	0	53,267	80,000	33.4
15 314 PROF. DEVEL. SCHOOL SEC.	433	0	0.0	433-	0	547	0	0.0
15 317 PROFESSIONAL DEVELOPMENT (NT)	16,764	35,000	52.1	18,236	0	7,385	35,000	78.9
21 315 PROF. DEVELOP. - ACADEMIC	0	5,000	100.0	5,000	0	897	5,000	82.1
24 317 PROFESSIONAL DEVELOPMENT (NT)	0	0	0.0	0	0	0	10,000	100.0
25 317 PROFESSIONAL DEVELOPMENT (NT)	0	0	0.0	0	0	0	5,000	100.0
TOTAL - PROFESSIONAL DEVELOPM	63,000	120,000	47.5	57,000	0	62,096	135,000	54.0

CENTRAL PROGRAM CLASSROOM RESOU

10 320 TEXTBOOKS, LEARNING MATERIAL	97,252	256,500	62.1	159,248	6,559-	161,776	485,000	66.6
10 330 CLASSROOM SUPPLIES & SERVICES	939,572	1,347,450	30.3	407,878	61,310	929,078	1,518,206	38.8
21 330 CLASSROOM SUPPLIES & SERVICES	7,200	20,000	64.0	12,800	520	16,658	30,000	44.5
TOTAL - CENTRAL PROGRAM CLASS	1,044,024	1,623,950	35.7	579,926	55,271	1,107,512	2,033,206	45.5

CLASSROOM SUPPLIES & SERVICES

10 320 TEXTBOOKS, LEARNING MATERIAL	103,607	282,719	63.4	179,112	26,194	139,207	380,965	63.5
10 330 CLASSROOM SUPPLIES & SERVICES	542,176	780,011	30.5	237,835	68,726	574,412	775,451	25.9
10 332 HEALTHY SCHOOLS	0	0	0.0	0	0	5,828-	0	0.0
10 333 SPECIAL MINISTRY GRANTS	-8,604	0	0.0	8,604	1,381	1,800-	0	0.0
10 335 PRINTING & COPIER - INSTR.	202,269	254,189	20.4	51,920	3,374	211,120	249,944	15.5
10 350 FOOD SUPPLIES & SERVICES	0	0	0.0	0	0	70,175	80,000	12.3
10 361 TRAVEL EXPENSE	34,850	66,131	47.3	31,281	0	43,518	50,000	13.0
10 450 EDUCATIONAL FIELD TRIPS	155,029	104,729	48.0	50,300-	14,164	173,159	101,750	70.2-
23 320 TEXTBOOKS, LEARNING MATERIAL	64,218	84,729	24.2	20,511	3,008	54,967	74,223	25.9
24 361 TRAVEL EXPENSE	186	0	0.0	186-	0	0	0	0.0
TOTAL - CLASSROOM SUPPLIES & S	1,093,731	1,572,508	30.5	478,777	116,847	1,258,930	1,712,333	26.5

INSTRUCTIONAL SUPPLIES & SERVICES

21 317 PROFESSIONAL DEVELOPMENT (NT)	0	1,000	100.0	1,000	0	201	1,000	79.9
21 336 PRINTING & COPIER	0	5,000	100.0	5,000	0	1,392	5,000	72.2
21 361 TRAVEL EXPENSE	8,376	20,000	58.1	11,624	0	5,750	20,000	71.3
21 402 REPAIRS - COMPUTERS	0	1,000	100.0	1,000	0	1,052	1,000	5.2-
25 317 PROFESSIONAL DEVELOPMENT (NT)	1,990	2,000	0.5	10	0	1,604	2,000	19.8
336 PRINTING & COPIER	888	10,000	91.1	9,112	0	781	10,000	92.2
25 361 TRAVEL EXPENSE	12,060	9,000	34.0	3,060-	0	15,471	9,000	71.9-
25 402 REPAIRS - COMPUTERS	279	1,000	72.1	721	0	0	1,000	100.0

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

SECONDARY SCHOOLS

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
25 407 CELLULAR	38	0	0.0	38-	0	0	0	0.0
25 420 HOSPITALITY	1,550	15,000	89.7	13,450	0	1,985	15,000	86.8
TOTAL - INSTRUCTIONAL SUPPLIES	25,181	64,000	60.7	38,819	0	28,236	64,000	55.9

SCHOOL ADMIN. SUPPLIES & SERVICES

15 361 TRAVEL EXPENSE	7,951	15,000	47.0	7,049	0	11,375	15,000	24.2
15 401 REPAIRS - F & E	516	0	0.0	516-	0	419	0	0.0
15 404 REPAIRS - TELEPHONE	22,087	50,000	55.8	27,913	5,092	32,337	61,131	47.1
15 405 TELEPHONE - VOICE	41,595	100,000	58.4	58,405	0	41,577	100,000	58.4
15 407 CELLULAR	14,765	0	0.0	14,765-	0	22,507	0	0.0
15 410 OFFICE SUPPLIES & SERVICES	50,460	95,127	47.0	44,667	5,015	66,588	112,361	40.7
15 415 SCHOOL COUNCIL (SCH)	1,218	8,473	85.6	7,255	145	5,989	24,013	75.1
15 416 SCHOOL COUNCIL - SPECIAL	-5,530	0	0.0	5,530	0	4,102-	0	0.0
15 420 HOSPITALITY	1,533	6,400	76.1	4,867	0	517	6,400	91.9
15 422 PRO GRANT	-4,981	0	0.0	4,981	0	4,976-	0	0.0
TOTAL - SCHOOL ADMIN. SUPPLIES	129,614	275,000	52.9	145,386	10,252	172,231	318,905	46.0

COMPUTERS - CLASSROOM

10 402 REPAIRS - COMPUTERS	21,031	16,000	31.4-	5,031-	1,243	16,747	28,500	41.2
10 406 DATA COMMUNICATION LINES	26,707	52,000	48.6	25,293	0	25,388	72,000	64.7
10 408 NETWORK SYSTEM	46,170	68,000	32.1	21,830	0	46,119	78,000	40.9
10 552 ADDITIONAL - COMPUTERS	36,888	134,694	72.6	97,806	1,671	242,091	207,988	16.4-
10 661 SOFTWARE LICENSES & SUPPORT	16,414	30,000	45.3	13,586	0	20,825	30,000	30.6
22 361 TRAVEL EXPENSE	885	0	0.0	885-	0	731	0	0.0
22 402 REPAIRS - COMPUTERS	551	34,000	98.4	33,449	0	2,558	26,500	90.4
22 407 CELLULAR	2,628	0	0.0	2,628-	0	3,253	0	0.0
TOTAL - COMPUTERS - CLASSROOM	151,274	334,694	54.8	183,420	2,914	357,712	442,988	19.3

COMPUTERS - NON CLASSROOM

15 552 ADDITIONAL - COMPUTERS	0	25,000	100.0	25,000	0	2,056	25,000	91.8
TOTAL - COMPUTERS - NON CLASSR	0	25,000	100.0	25,000	0	2,056	25,000	91.8

F & E - CLASSROOM

10 551 ADDITIONAL - FURNITURE	72,245	88,780	18.6	16,535	6,730	113,099	87,104	29.8-
TOTAL - F & E - CLASSROOM	72,245	88,780	18.6	16,535	6,730	113,099	87,104	29.8-

F & E - NON CLASSROOM

15 551 ADDITIONAL - FURNITURE	31,206	22,671	37.7-	8,535-	462	12,769	24,168	47.2
TOTAL - F & E - NON CLASSROOM	31,206	22,671	37.7-	8,535-	462	12,769	24,168	47.2

FEES & CONTRACTS

10 654 OTHER CONTRACTUAL SERVICES	83,000	72,000	15.3-	11,000-	0	83,300	72,000	15.7-
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NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED:

SECONDARY SCHOOLS

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
TOTAL - FEES & CONTRACTS	83,000	72,000	15.3-	11,000-	0	83,300	72,000	15.7-
TOTAL - SECONDARY SCHOOLS	50,478,055	65,163,057	22.5	14,685,002	192,476	48,761,482	62,845,816	22.4

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: MAY 31, 2010

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.	59,683	27,418	E+02	32,265-	0	50,793	24,584E+02	
55 291 BENEFITS - ED. ASST.	8,628	7,403	16.6-	1,225-	0	12,774	4,425E+02	
TOTAL - TEACHER ASSISTANTS	68,311	34,821	96.2-	33,490-	0	63,567	29,009E+02	
PROFESSIONAL & PARA-PROFESSIONAL								
55 107 INFO. TECHNOLOGY ASSISTANT	12,000	0	0.0	12,000-	0	6,329	0	0.0
55 125 DAY CARE PROVIDER	24,587	39,175	37.2	14,588	0	23,958	42,290	43.4
55 130 SETTLEMENT WORKER	0	0	0.0	0	0	1,263	0	0.0
55 135 TECHNICIANS	33,170	0	0.0	33,170-	0	28,558	0	0.0
55 207 BENEFITS - I.T.A.	371	0	0.0	371-	0	0	0	0.0
55 225 BENEFITS - DAY CARE PROVIDER	7,025	7,052	0.4	27	0	6,807	7,612	10.6
55 230 BENEFITS - SETTLEMENT WORKER	0	0	0.0	0	0	51	0	0.0
55 235 BENEFITS - TECHNICIANS	6,413	0	0.0	6,413-	0	5,352	0	0.0
TOTAL - PROFESSIONAL & PARA-PR	83,566	46,227	80.8-	37,339-	0	72,318	49,902	44.9-
PRINCIPALS & V.P.								
55 103 DEPARTMENT MANAGERS	123,784	213,131	41.9	89,347	0	119,095	207,489	42.6
55 111 COORDINATORS	0	64,043	100.0	64,043	0	0	77,800	100.0
55 151 PRINCIPALS	84,992	112,283	24.3	27,291	0	79,879	109,013	26.7
55 203 BENEFITS - DEPT. MANAGERS	23,052	37,139	37.9	14,087	0	22,208	35,973	38.3
55 211 BENEFITS - COORD.	0	10,750	100.0	10,750	0	0	12,733	100.0
55 251 BENEFITS - PRINCIPALS	8,389	11,228	25.3	2,839	0	8,034	10,901	26.3
TOTAL - PRINCIPALS & V.P.	240,217	448,574	46.5	208,357	0	229,216	453,909	49.5
SCHOOL SECRETARIES								
55 112 CLERICAL	224,690	279,844	19.7	55,154	0	225,994	279,844	19.2
55 212 BENEFITS - CLERICAL	55,616	75,558	26.4	19,942	0	54,930	75,558	27.3
TOTAL - SCHOOL SECRETARIES	280,306	355,402	21.1	75,096	0	280,924	355,402	21.0
SALARY & BEN - TEMPORARY								
55 115 TEMPORARY ASSISTANT	15,991	51,095	68.7	35,104	0	19,267	50,000	61.5
55 215 BENEFITS - TEMP ASSISTANT	1,142	4,863	76.5	3,721	0	1,347	4,704	71.4
TOTAL - SALARY & BEN - TEMPORAR	17,133	55,958	69.4	38,825	0	20,614	54,704	62.3
SALARY & BEN - GRANT OFFICERS								
55 155 ADMINISTRATORS & GRANT OFFICE	26,629	0	0.0	26,629-	0	31,531	0	0.0
255 BENEFITS - ADMIN & GRANT OFFICE	6,110	0	0.0	6,110-	0	6,785	0	0.0
TOTAL - SALARY & BEN - GRANT OFF	32,739	0	0.0	32,739-	0	38,316	0	0.0
SALARY & BEN - ADULT ED. TEACHERS								

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: MAY 31, 2010

CONTINUING EDUCATION

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE				
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL		
55 192 CLASSROOM INSTRUCTORS	1,407,638	2,146,028	34.4	738,390	0	1,358,805	2,177,388	37.6		
55 193 CLASSROOM TEACHERS	1,108,533	1,397,050	20.7	288,517	0	990,574	1,185,571	16.5		
55 292 BENEFITS - CONT ED INSTRUCTORS	215,980	308,464	30.0	92,484	0	196,690	259,652	24.3		
55 293 BENEFITS - CONT ED. TEACHERS	144,264	223,122	35.3	78,858	0	102,278	185,345	44.8		
TOTAL - SALARY & BEN - ADULT ED.	2,876,415	4,074,664	29.4	1,198,249	0	2,648,347	3,807,956	30.5		

PROFESSIONAL DEVELOPMENT

55 315 PROF. DEVELOP. - ACADEMIC	2,883	10,360	72.2	7,477	0	5,358	11,300	52.6		
55 317 PROFESSIONAL DEVELOPMENT (NT)	7,153	5,500	30.1-	1,653-	0	4,987	4,500	10.8-		
55 318 PROF. MEMBERSHIPS	2,840	9,500	70.1	6,660	0	7,425	8,650	14.2		
TOTAL - PROFESSIONAL DEVELOPM	12,876	25,360	49.2	12,484	0	17,770	24,450	27.3		

CENTRAL PROGRAM CLASSROOM RESOU

55 325 COMPUTER SOFTWARE/CD ROM	351	35,500	99.0	35,149	0	7,047	59,500	88.2		
55 335 PRINTING & COPIER - INSTR.	35,515	76,840	53.8	41,325	593	36,147	70,200	48.5		
55 353 ADVERTISING & PROMOTION	24,338	105,000	76.8	80,662	0	39,371	91,500	57.0		
55 356 CHILDMINDING	12,320	27,625	55.4	15,305	0	25,099	35,000	28.3		
55 361 TRAVEL EXPENSE	9,984	11,258	11.3	1,274	0	7,973	17,150	53.5		
55 371 CLEANING PRODUCTS	438	0	0.0	438-	0	0	0	0.0		
55 401 REPAIRS - F & E	147	2,000	92.7	1,853	0	656	5,000	86.9		
55 402 REPAIRS - COMPUTERS	4,548	5,000	9.0	452	41	505	5,000	89.9		
55 404 REPAIRS - TELEPHONE	2,408	10,000	75.9	7,592	1,426	3,417	10,000	65.8		
55 405 TELEPHONE - VOICE	12,189	25,900	52.9	13,711	0	11,839	30,500	61.2		
55 406 DATA COMMUNICATION LINES	2,165	7,500	71.1	5,335	0	2,059	7,500	72.6		
55 407 CELLULAR	3,017	10,000	69.8	6,983	0	4,600	10,000	54.0		
55 410 OFFICE SUPPLIES & SERVICES	18,727	29,846	37.3	11,119	2,464	23,738	29,000	18.1		
55 411 POSTAGE	1,882	5,000	62.4	3,118	0	3,148	5,250	40.0		
55 412 SUBSCRIPTIONS	0	0	0.0	0	0	59	0	0.0		
55 413 COURIER & MOVING	232	5,000	95.4	4,768	0	304	5,000	93.9		
55 416 SCHOOL COUNCIL - SPECIAL	0	2,000	100.0	2,000	0	0	2,000	100.0		
55 420 HOSPITALITY	1,703	6,000	71.6	4,297	0	2,453	30,000	91.8		
55 610 RENTAL/LEASE - INSTRUCT. ACCOM	237,042	163,357	45.1-	73,685-	24,554	165,883	223,800	25.9		
TOTAL - CENTRAL PROGRAM CLASS	367,006	527,826	30.5	160,820	29,078	334,298	636,400	47.5		

CLASSROOM SUPPLIES & SERVICES

55 320 TEXTBOOKS, LEARNING MATERIAL	21,856	61,485	64.5	39,629	1,274	29,992	61,600	51.3		
55 325 COMPUTER SOFTWARE/CD ROM	17,323	19,500	11.2	2,177	0	587	0	0.0		
55 330 CLASSROOM SUPPLIES & SERVICES	256,819	456,606	43.8	199,787	39,755	264,063	297,400	11.2		
55 331 APPLICATION SOFTWARE	26,328	69,500	62.1	43,172	6,720	34,840	42,500	18.0		
55 450 EDUCATIONAL FIELD TRIPS	33,422	175,750	81.0	142,328	8,671	71,177	133,200	46.6		
55 682 PUBLIC TRANSIT FARES	16,002	83,529	80.8	67,527	993	16,129	15,385	4.8-		

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: MAY 31, 2010

CONTINUING EDUCATION

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
TOTAL - CLASSROOM SUPPLIES & S	371,750	866,370	57.1	494,620	57,413	416,788	550,085	24.2
COMPUTERS - CLASSROOM								
55 552 ADDITIONAL - COMPUTERS	47,565	45,000	5.7-	2,565-	0	5,262	15,000	64.9
TOTAL - COMPUTERS - CLASSROOM	47,565	45,000	5.7-	2,565-	0	5,262	15,000	64.9
F & E - CLASSROOM								
55 501 REPLACEMENT - FURNITURE & EQUI	0	0	0.0	0	0	0	10,000	100.0
55 551 ADDITIONAL - FURNITURE	0	10,000	100.0	10,000	0	0	0	0.0
TOTAL - F & E - CLASSROOM	0	10,000	100.0	10,000	0	0	10,000	100.0
FEES & CONTRACTS								
55 654 OTHER CONTRACTUAL SERVICES	203	3,000	93.2	2,797	355	762	0	0.0
55 661 SOFTWARE LICENSES & SUPPORT	1,824	4,000	54.4	2,176	0	2,368	0	0.0
TOTAL - FEES & CONTRACTS	2,027	7,000	71.0	4,973	355	3,130	0	0.0
TOTAL - CONTINUING EDUCATION	4,399,911	6,497,202	32.3	2,097,291	86,846	4,130,550	5,986,817	31.0

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: MAY 31, 2010

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	158,111	214,195	26.2	56,084	0	152,205	203,905	25.4
40 110	TECHNICAL & OPERATIONS	23,484	0	0.0	23,484-	0	27,200	40,000	32.0
40 113	COORDINATORS	181,906	202,667	10.2	20,761	0	213,396	296,006	27.9
40 115	TEMPORARY ASSISTANT	2,183	0	0.0	2,183-	0	1,911	5,000	61.8
40 203	BENEFITS - DEPT. MANAGERS	28,117	52,413	46.4	24,296	0	27,012	49,993	46.0
40 210	BENEFITS - TECHNICAL STAFF	6,860	0	0.0	6,860-	0	7,318	9,806	25.4
40 213	BENEFITS - COORD.	48,551	49,595	2.1	1,044	0	44,253	72,576	39.0
40 215	BENEFITS - TEMP ASSISTANT	118	0	0.0	118-	0	111	436	74.6
TOTAL - SALARY & BEN - MANAGERS		449,330	518,870	13.4	69,540	0	473,406	677,722	30.2
SALARY & BEN - CARETAKER									
40 108	CARETAKER	2,359,335	3,253,959	27.5	894,624	36,774	2,352,247	3,192,392	26.3
40 118	CARETAKER REPLACEMENT	319,592	250,000	27.8-	69,592-	0	228,771	250,000	8.5
40 141	MODIFIED WORK - CARETAKERS	32,095	0	0.0	32,095-	0	103,461	0	0.0
40 208	BENEFITS - CARETAKER	566,531	796,243	28.9	229,712	0	542,239	805,435	32.7
40 218	BENEFITS - CARETAKER REPL.	2,748	61,175	95.5	58,427	0	2,532	38,614	93.4
40 241	BENEFITS - MODIFIED WORK (CTKRS)	5,810	0	0.0	5,810-	0	8,740	0	0.0
TOTAL - SALARY & BEN - CARETAKE		3,286,111	4,361,377	24.7	1,075,266	36,774	3,237,990	4,286,441	24.5
SALARY & BEN - CLEANER									
40 109	CLEANER	2,521,110	3,540,707	28.8	1,019,597	0	2,315,793	3,352,671	30.9
40 119	CLEANER REPLACEMENT	258,194	150,000	72.1-	108,194-	0	103,817	150,000	30.8
40 209	BENEFITS - CLEANER	678,186	866,411	21.7	188,225	0	615,955	845,071	27.1
40 219	BENEFITS - CLEANER REPL.	23,107	36,704	37.0	13,597	0	7,657	23,166	67.0
40 418	CONTRACTED CLEANING	185,995	300,000	38.0	114,005	2,636	216,565	300,000	27.8
TOTAL - SALARY & BEN - CLEANER		3,666,592	4,893,822	25.1	1,227,230	2,636	3,259,787	4,670,908	30.2
SALARY & BEN - CLERICAL									
40 112	CLERICAL	68,701	135,226	49.2	66,525	0	67,357	79,756	15.6
40 212	BENEFITS - CLERICAL	14,965	33,091	54.8	18,126	0	20,462	19,554	4.6-
TOTAL - SALARY & BEN - CLERICAL		83,666	168,317	50.3	84,651	0	87,819	99,310	11.6
PROFESSIONAL DEVELOPMENT									
40 317	PROFESSIONAL DEVELOPMENT (NT)	6,354	9,000	29.4	2,646	0	6,680	18,500	63.9
40 318	PROF. MEMBERSHIPS	972	1,000	2.8	28	0	200	1,500	86.7
TOTAL - PROFESSIONAL DEVELOPM		7,326	10,000	26.7	2,674	0	6,880	20,000	65.6
SUPPLIES & SERV - UTILITIES									
40 341	HYDRO	1,683,452	2,300,000	26.8	616,548	28,637	1,543,592	2,400,000	35.7
40 343	HEATING - GAS	1,513,371	1,800,000	15.9	286,629	37,152	1,750,779	1,850,000	5.4

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: MAY 31, 2010

PLANT OPERATIONS

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE			
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL	
40 346 WATER & SEWAGE	280,290	400,000	29.9	119,710	4,874	241,388	400,000	39.7	
TOTAL - SUPPLIES & SERV - UTILITIE	3,477,113	4,500,000	22.7	1,022,887	70,663	3,535,759	4,650,000	24.0	

SUPPLIES & SERV - PLANT OPERATIONS

40 325 COMPUTER SOFTWARE/CD ROM	34,978	40,000	12.6	5,022	0	38,321	38,322	0.0
40 361 TRAVEL EXPENSE	22,387	25,000	10.5	2,613	0	24,966	30,000	16.8
40 370 VEHICLE FUEL	19	0	0.0	19-	0	0	0	0.0
40 371 CLEANING PRODUCTS	231,260	360,000	35.8	128,740	63,545	219,575	350,000	37.3
40 372 CLEANING TOOLS	20,385	10,000	03.9-	10,385-	51	19,243	40,000	51.9
40 373 TOILET PAPER	80,183	95,000	15.6	14,817	18,066	76,887	80,000	3.9
40 375 UNIFORMS	32,783	0	0.0	32,783-	0	29,966	50,000	40.1
40 376 LIGHTING	2,326	5,000	53.5	2,674	0	1,778	5,000	64.4
40 377 INTRUSION ALARMS	-220	0	0.0	220	0	0	0	0.0
40 378 FIRE SAFETY	0	0	0.0	0	0	766	0	0.0
40 379 REPAIRS - HEALTH & SAFETY	46,039	75,000	38.6	28,961	16,721	38,863	50,000	22.3
40 380 REPAIRS - EQUIPMENT	72,917	70,000	4.2-	2,917-	2	53,925	60,000	10.1
40 407 CELLULAR	2,657	10,000	73.4	7,343	0	5,536	8,000	30.8
40 408 NETWORK SYSTEM	823	0	0.0	823-	0	277	0	0.0
40 410 OFFICE SUPPLIES & SERVICES	6,966	5,000	39.3-	1,966-	0	5,045	5,000	0.9-
40 417 SECURITY & SURVIELANCE	27,319	20,000	36.6-	7,319-	3	13,786	5,000	75.7-
40 420 HOSPITALITY	629	2,500	74.8	1,871	0	370	2,500	85.2
40 440 VEHICLE MAINTENANCE & SUPPLIES	10	0	0.0	10-	0	0	0	0.0
TOTAL - SUPPLIES & SERV - PLANT	581,461	717,500	19.0	136,039	98,388	529,304	723,822	26.9

SUPPLIES & SERVICES - GROUNDS

40 383 LANDSCAPING	173	0	0.0	173-	0	0	0	0.0
40 385 GRASS CUTTING	60,425	110,000	45.1	49,575	0	53,901	100,000	46.1
40 386 SNOW PLOWING	543,364	580,000	6.3	36,636	1,613	609,693	600,000	1.6-
40 388 GARBAGE DISPOSAL	113,036	140,000	19.3	26,964	0	107,111	145,000	26.1
TOTAL - SUPPLIES & SERVICES - GR	716,998	830,000	13.6	113,002	1,613	770,705	845,000	8.8

F & E - PLANT OPERATIONS

40 551 ADDITIONAL - FURNITURE	1,276	20,000	93.6	18,724	0	1,644	30,000	94.5
40 552 ADDITIONAL - COMPUTERS	0	1,500	100.0	1,500	1,788	28,527	40,000	28.7
40 554 ADDITIONAL EQUIPMENT - VEHICLES	0	0	0.0	0	0	20,791	25,000	16.8
40 630 RENTAL/LEASE - OTHER	33,615	50,000	32.8	16,385	9,100	60,244	100,000	39.8
TOTAL - F & E - PLANT OPERATIONS	34,891	71,500	51.2	36,609	10,888	111,206	195,000	43.0

FEES & CONTRACTS

40 653 PROFESSIONAL FEES	8,232	10,000	17.7	1,768	0	4,209	40,000	89.5
40 665 RECYCLING	13,399	20,000	33.0	6,601	0	12,014	25,000	51.9

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: MAY 31, 2010

PLANT OPERATIONS

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
40 671 PROPERTY INSURANCE	186,854	190,000	1.7	3,146	0	186,362	175,000	6.5-
40 672 LIABILITY INSURANCE	336,768	340,000	1.0	3,232	0	346,588	275,000	26.0-
40 673 VEHICLE INSURANCE	3,150	0	0.0	3,150-	0	1,247	0	0.0
TOTAL - FEES & CONTRACTS	548,403	560,000	2.1	11,597	0	550,420	515,000	6.9-
TOTAL - PLANT OPERATIONS	12,851,891	16,631,386	22.7	3,779,495	220,962	12,563,276	16,683,203	24.7

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: MAY 31, 2010

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	116,832	268,127	56.4	151,295	0	61,367	84,000 26.9
41 111	COORDINATORS	214,693	182,001	18.0	32,692	0	242,173	294,502 17.8
41 203	BENEFITS - DEPT. MANAGERS	23,199	62,696	63.0	39,497	0	11,637	19,943 41.7
41 211	BENEFITS - COORD.	46,423	42,558	9.1	3,865	0	48,601	69,926 30.5
TOTAL - SALARY & BEN - MANAGERS		401,147	555,382	27.8	154,235	0	363,778	468,371 22.3
SALARY & BENEFITS - TECHNICAL								
41 110	TECHNICAL & OPERATIONS	529,230	700,000	24.4	170,770	0	519,487	625,000 16.9
41 210	BENEFITS - TECHNICAL STAFF	111,663	163,676	31.8	52,013	0	112,588	148,403 24.1
TOTAL - SALARY & BENEFITS - TECH		640,893	863,676	25.8	222,783	0	632,075	773,403 18.3
SALARY & BEN - CLERICAL								
41 112	CLERICAL	29,353	42,448	30.9	13,095	0	28,626	51,287 44.2
41 212	BENEFITS - CLERICAL	7,776	9,925	21.7	2,149	0	7,542	12,179 38.1
TOTAL - SALARY & BEN - CLERICAL		37,129	52,373	29.1	15,244	0	36,168	63,466 43.0
SALARY & BEN - TEMPORARY								
41 114	STUDENT HELP	1,269	20,000	93.7	18,731	0	7,055	10,000 29.5
41 115	TEMPORARY ASSISTANT	1,099	10,000	89.0	8,901	0	620	0 0.0
41 214	BENEFITS - STUDENT HELP	188	1,485	87.3	1,297	0	699	774 9.7
41 215	BENEFITS - TEMP ASSISTANT	85	742	88.5	657	0	51	0 0.0
TOTAL - SALARY & BEN - TEMPORAR		2,641	32,227	91.8	29,586	0	8,425	10,774 21.8
PROFESSIONAL DEVELOPMENT								
41 317	PROFESSIONAL DEVELOPMENT (NT)	5,678	500 E+03		5,178	0	46	500 90.9
41 318	PROF. MEMBERSHIPS	1,777	7,000	74.6	5,223	0	2,554	7,000 63.5
TOTAL - PROFESSIONAL DEVELOPM		7,455	7,500	0.6	45	0	2,600	7,500 65.3
SUPPLIES & SERV - PLANT OPERATIONS								
40 377	INTRUSION ALARMS	120,884	175,000	30.9	54,116	12,119	143,535	50,000E+02
40 378	FIRE SAFETY	211,824	325,000	34.8	113,176	33	235,952	50,000E+02
TOTAL - SUPPLIES & SERV - PLANT		332,708	500,000	33.5	167,292	12,152	379,487	100,000E+02
SUPPLIES & SERVICES - GROUNDS								
40 381	ASPHALT/CONCRETE	6,189	45,000	86.3	38,811	6	4,125	25,000 83.5
40 382	FENCING	10,556	20,000	47.2	9,444	1	2,184	20,000 89.1
40 383	LANDSCAPING	25,757	100,000	74.2	74,243	16,590	29,515	50,000 41.0
40 384	DRAINAGE	71,996	50,000	44.0	21,996	32,461	61,138	50,000 22.3
40 387	PLAYGROUND EQUIPMENT	10,512	10,000	5.1	512	2	0	10,000 100.0
40 389	LINE MARKING	4,989	30,000	83.4	25,011	9	6,311	25,000 74.8

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: MAY 31, 2010

PLANT MAINTENANCE

ACCOUNT	THIS YEAR TO DATE				LAST YEAR TO DATE			
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
TOTAL - SUPPLIES & SERVICES - GR	129,999	255,000	49.0	125,001	49,069	103,273	180,000	42.6
SUPPLIES & SERV - PLANT MAINT.								
41 361 TRAVEL EXPENSE	4,863	9,000	46.0	4,137	0	9,389	9,000	4.3-
41 370 VEHICLE FUEL	37,979	62,000	38.7	24,021	0	35,801	55,000	34.9
41 401 REPAIRS - F & E	2,740	5,000	45.2	2,260	0	0	10,000	100.0
41 405 TELEPHONE - VOICE	1,889	0	0.0	1,889-	0	1,865	0	0.0
41 407 CELLULAR	12,338	35,000	64.8	22,662	0	26,945	25,000	7.8-
41 408 NETWORK SYSTEM	4,932	0	0.0	4,932-	0	4,932	0	0.0
41 410 OFFICE SUPPLIES & SERVICES	992	5,000	80.2	4,008	1,670	10,503	17,000	38.2
41 440 VEHICLE MAINTENANCE & SUPPLIES	50,860	80,000	36.4	29,140	795	73,559	80,000	8.1
TOTAL - SUPPLIES & SERV - PLANT	116,593	196,000	40.5	79,407	2,465	162,994	196,000	16.8
SUPPLIES & SERVICES- BUILDING MTC.								
15 112 CLERICAL	15,714	0	0.0	15,714-	0	0	0	0.0
40 378 FIRE SAFETY	0	0	0.0	0	8	0	0	0.0
41 430 SCHOOL GENERAL MAINTENANCE	39,945	100,000	60.1	60,055	7,314	44,577	100,000	55.4
41 431 GENERAL REPAIRS	75,748	50,000	51.5-	25,748-	7,989	113,196	100,000	13.2-
41 458 P.A. & TELEPHONE SYSTEMS	5,592	10,000	44.1	4,408	0	10,982	10,000	9.8-
41 459 CLOCK SYSTEMS	6,326	5,000	26.5-	1,326-	0	6,418	5,000	28.4-
41 460 H.V.A.C.	188,289	200,000	5.9	11,711	6,220	106,563	200,000	46.7
41 461 BOILER REPAIR	22,120	30,000	26.3	7,880	5	22,368	30,000	25.4
41 462 ELECTRICAL REPAIR	156,093	200,000	22.0	43,907	2,286	103,966	200,000	48.0
41 463 ROOFING	15,230	30,000	49.2	14,770	4	18,419	30,000	38.6
41 464 WINDOW GLASS & FRAME	35,472	45,000	21.2	9,528	3	33,557	45,000	25.4
41 465 PLUMBING	61,755	100,000	38.2	38,245	5	67,961	100,000	32.0
41 466 PAINTING	12,034	10,000	20.3-	2,034-	6	6,966	10,000	30.3
41 467 PORTABLES	661	30,000	97.8	29,339	2,898	3,245	30,000	89.2
41 468 FLOOR & CEILING	5,546	20,000	72.3	14,454	7	4,957	20,000	75.2
41 469 HARDWARE	66,884	100,000	33.1	33,116	1	72,881	100,000	27.1
41 470 CARPENTRY	14,763	25,000	41.0	10,237	670	9,238	25,000	63.1
41 471 DRAPERY	751	10,000	92.5	9,249	0	2,957	10,000	70.4
41 472 MASONRY	1,280	10,000	87.2	8,720	3	0	10,000	100.0
41 473 TOOLS	1,513	20,000	92.4	18,487	79	180	20,000	99.1
43 610 RENTAL/LEASE - INSTRUCT. ACCOM	-422	0	0.0	422	0	0	0	0.0
TOTAL - SUPPLIES & SERVICES- BUI	725,294	995,000	27.1	269,706	27,498	628,431	1,045,000	39.9
E - PLANT MAINTENANCE								
41 551 ADDITIONAL - FURNITURE	0	30,000	100.0	30,000	0	0	30,000	100.0
41 552 ADDITIONAL - COMPUTERS	1,604	1,500	6.9-	104-	6	1,318	8,500	84.5
41 554 ADDITIONAL EQUIPMENT - VEHICLES	28,644	0	0.0	28,644-	0	0	0	0.0

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: MAY 31, 2010

PLANT MAINTENANCE

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
TOTAL - F & E - PLANT MAINTENANC	30,248	31,500	4.0	1,252	6	1,318	38,500	96.6
FEES & CONTRACTS								
41 653 PROFESSIONAL FEES	56,719	10,000	67.2-	46,719-	4	96,490	100,000	3.5
41 654 OTHER CONTRACTUAL SERVICES	21,249	15,000	41.7-	6,249-	5	40,818	351,000	88.4
41 673 VEHICLE INSURANCE	13,879	15,000	7.5	1,121	0	13,767	14,000	1.7
41 680 LIFTING DEVICES	7,106	10,000	28.9	2,894	126	8,391	10,000	16.1
TOTAL - FEES & CONTRACTS	98,953	50,000	97.9-	48,953-	135	159,466	475,000	66.4
TOTAL - PLANT MAINTENANCE	2,523,060	3,538,658	28.7	1,015,598	91,325	2,478,015	3,358,014	26.2

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: MAY 31, 2010

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	45,416	93,174	51.3	47,758	0	44,332	79,949	44.6
50 203	BENEFITS - DEPT. MANAGERS	9,585	14,356	33.2	4,771	0	9,142	18,885	51.6
TOTAL - SALARY & BEN - MANAGERS		55,001	107,530	48.9	52,529	0	53,474	98,834	45.9
SALARY & BENEFITS - TECHNICAL									
50 110	TECHNICAL & OPERATIONS	37,389	135,984	72.5	98,595	0	36,442	92,700	60.7
50 210	BENEFITS - TECHNICAL STAFF	8,761	20,952	58.2	12,191	0	8,399	21,899	61.7
TOTAL - SALARY & BENEFITS - TECH		46,150	156,936	70.6	110,786	0	44,841	114,599	60.9
SALARY & BEN - CLERICAL									
50 112	CLERICAL	0	0	0.0	0	0	0	30,900	100.0
50 115	TEMPORARY ASSISTANT	0	17,923	100.0	17,923	0	0	20,600	100.0
50 212	BENEFITS - CLERICAL	0	0	0.0	0	0	0	7,298	100.0
50 215	BENEFITS - TEMP ASSISTANT	0	858	100.0	858	0	0	1,313	100.0
TOTAL - SALARY & BEN - CLERICAL		0	18,781	100.0	18,781	0	0	60,111	100.0
SUPPLIES & SERV - BUSINESS ADMIN.									
50 317	PROFESSIONAL DEVELOPMENT (NT)	0	2,557	100.0	2,557	0	0	2,500	100.0
50 318	PROF. MEMBERSHIPS	0	0	0.0	0	0	0	500	100.0
50 325	COMPUTER SOFTWARE/CD ROM	0	16,041	100.0	16,041	0	0	0	0.0
50 361	TRAVEL EXPENSE	314	2,268	86.2	1,954	0	9	1,900	99.5
50 407	CELLULAR	214	6,268	96.6	6,054	0	405	1,000	59.5
50 410	OFFICE SUPPLIES & SERVICES	0	3,505	100.0	3,505	0	142	2,000	92.9
50 611	RENTAL/LEASE - NON INSTRUCT AC	0	32,743	100.0	32,743	0	0	34,900	100.0
TOTAL - SUPPLIES & SERV - BUSINE		528	63,382	99.2	62,854	0	556	42,800	98.7
FURNITURE & EQUIPMENT									
50 551	ADDITIONAL - FURNITURE	0	1,567	100.0	1,567	0	0	0	0.0
50 552	ADDITIONAL - COMPUTERS	0	10,309	100.0	10,309	0	0	14,700	100.0
TOTAL - FURNITURE & EQUIPMENT		0	11,876	100.0	11,876	0	0	14,700	100.0
FEES & CONTRACTS									
50 685	TRANSPORTATION CONTRACTS	6,364,763	9,137,037	30.3	2,772,274	3	7,119,223	9,123,817	22.0
50 691	SHARED ROUTES - D.S.B.N.	1,816,674	0	0.0	1,816,674	0	234,460	50,000E+02	
50 692	NIAGARA FALLS TAXI	42,387	0	0.0	42,387	0	46,490	0	0.0
50 694	5-O TAXI	184,586	237,487	22.3	52,901	0	308,606	325,000	5.0
50 695	S-S ACE NOTRE DAME	0	0	0.0	0	0	0	100,000	100.0
50 696	SCHOOL TO SCHOOL	615,483	908,078	32.2	292,595	0	732,567	850,000	13.8
TOTAL - FEES & CONTRACTS		9,023,893	10,282,602	12.2	1,258,709	3	8,441,346	10,448,817	19.2

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: MAY 31, 2010

TRANSPORTATION DEPARTMENT

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
TOTAL - TRANSPORTATION DEPART	9,125,572	10,641,107	14.2	1,515,535	3	8,540,217	10,779,861	20.8

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: MAY 31, 2010

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	676,069	676,069	0.0	0	0	552,199	552,200	0.0		
46 754 DEBENTURE INTEREST	1,320,011	1,320,010	0.0	1-	0	1,153,139	1,112,626	3.6-		
46 757 COST OF ISSUING DEBENTURE	7,366	7,366	0.0	0	0	5,552	5,147	7.9-		
TOTAL - GOOD PLACES TO LEARN	2,003,446	2,003,445	0.0	1-	0	1,710,890	1,669,973	2.5-		
FACILITY RENEWAL PROJECTS										
42 764 MAJOR ALTERATION PROJECTS	482,308	2,040,431	76.4	1,558,123	283,221	1,050,133	1,860,784	43.6		
TOTAL - FACILITY RENEWAL PROJE	482,308	2,040,431	76.4	1,558,123	283,221	1,050,133	1,860,784	43.6		
DEBT CHARGES BEFORE MAY, 1998										
45 751 DEBENTURE PRINCIPAL	261,000	612,000	57.4	351,000	0	241,000	612,000	60.6		
45 752 DEBENTURE INTEREST	220,877	478,431	53.8	257,554	0	245,155	530,970	53.8		
TOTAL - DEBT CHARGES BEFORE M	481,877	1,090,431	55.8	608,554	0	486,155	1,142,970	57.5		
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	398,272	508,637	21.7	110,365	89,565	426,628	215,966	97.5-		
43 753 DEBENTURE PRINCIPAL	1,358,968	1,476,716	8.0	117,748	0	1,280,616	1,392,920	8.1		
43 754 DEBENTURE INTEREST	2,158,404	3,525,769	38.8	1,367,365	0	2,217,707	3,611,279	38.6		
43 759 BUILDINGS	0	282,102	100.0	282,102	0	0	1,065,861	100.0		
TOTAL - NEW PUPIL PLACES	3,915,644	5,793,224	32.4	1,877,580	89,565	3,924,951	6,286,026	37.6		
PROVISION FOR RESERVES										
60 731 RESERVES - WORKING CAPITAL	0	1,000,000	100.0	1,000,000	0	0	0	0.0		
TOTAL - PROVISION FOR RESERVES	0	1,000,000	100.0	1,000,000	0	0	0	0.0		
TOTAL - CAPITAL AND OTHER EXPEN	7,000,762	12,045,018	41.9	5,044,256	372,786	7,289,616	11,077,240	34.2		

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
 UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
 FOR THE PERIOD ENDED: MAY 31, 2010**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
GRAND TOTAL-	175,122,313	230,111,033	23.9	54,988,720	1,630,667	170,036,498	221,457,182	23.2

**Prepared by : William Tumath
 Finance Department**

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
JUNE 15, 2010**

**TOPIC: TRUSTEE INFORMATION
SPOTLIGHT ON NIAGARA CATHOLIC
JUNE 1, 2010**



Spotlight

on
NIAGARA CATHOLIC
Nurturing Souls & Building Minds

www.niagaracatholic.ca

June 1, 2010

Committee of the Whole Approves Two New Policies to Niagara Catholic

Two new Niagara Catholic Policies are among nine Policies approved at the June 1st Committee of the Whole Meeting.

The Equity and Inclusive Education Policy and Religious Education Policy are new to Niagara Catholic.

The Equity and Inclusive Education Policy recognizes that all people are created equal, in the image of God. In accordance with the Church's teachings, it is the policy of the Board to provide, in all its operations, an educational environment which supports and enables diversity within its Catholic community.

The Equity and Inclusive Education Policy will establish the foundational framework to review and/or develop policies that recognizes and eliminates biases related to race, class, ethnicity, gender, sexual orientation, disability, family status, religion and linguistic differences, as well as socio-economic factors. The Religious Accommodation Policy, which will fall under the umbrella of the Equity and Inclusive Education Policy, reflects the Board's fidelity to Canadian law protecting freedom of religion, in accordance with the Catholic Church's teachings. Niagara Catholic is first and foremost a Catholic education system. The Board's Policy to welcome students of other faiths to our system comes with a duty to ensure accommodation is made for their specific needs. Areas of accommodation include, but are not limited to:

- School opening and closing days
- Leaves of absence for religious Holy Days
- Prayer
- Dietary requirements
- Fasting
- Religious dress
- Modesty requirements in physical education
- Participation in daily activities and curriculum

In addition to the two new Policies, Committee of the Whole recommended to the Board seven updated Policies during the June 1st Committee of the Whole Meeting. Those Policies are:

- **Anaphylaxis Policy (302.1)**
- **Employee Workplace Violence Policy (201.11)**
- **Niagara Catholic Retirement & Service Recognition Celebration Policy (201.2)**
- **Complaint Resolution Policy (800.3)**
- **Monthly Financial Reports Policy (600.3)**
- **Nutrition Policy (302.7)**
- **Student Transportation Policy (500.2)**

All Policies can be found in the Policy section of niagaracatholic.ca.

The new Policies are compliant with the Ontario Human Rights Code, the Constitution Act 1982 and the Canadian Charter of Rights and Freedoms. The complete versions of the Policies can be read online in the Policies section of niagaracatholic.ca.

Niagara Catholic Chess Instructional Program Continues to Grow

More students are playing chess at Niagara Catholic than ever before.

A report presented to Trustees at the June 1st Committee of the Whole Meeting discussed the Chess Instructional Program, which began in 2003. Since then, Niagara Catholic has witnessed an increase in the number of students learning and playing chess.

This year, 708 elementary students were members of 118 chess teams. Another 192 secondary students were members of 32 chess teams across Niagara Catholic.

The Chess Instructional Program is a medium to cover Ontario Mathematics and Literacy curriculum expectations, higher-level thinking skills, game scenarios and investigations. Further benefits of chess include problem solving strategies, improved critical thinking and concentration.



Niagara Catholic to Focus on Virtuous Education

Niagara Catholic will embrace new Virtues Education model, beginning in the 2010-2011 school year.

This renewed focus on the Virtues of Love, Faith, Hope, Temperance, Prudence, Justice and Fortitude is a direct result of the Ministry of Education's 2006 mandate, which requires all publicly funded schools in Ontario to teach Character Education. The goal of this initiative was to improve student learning and to better prepare students for civic responsibility and global citizenship.

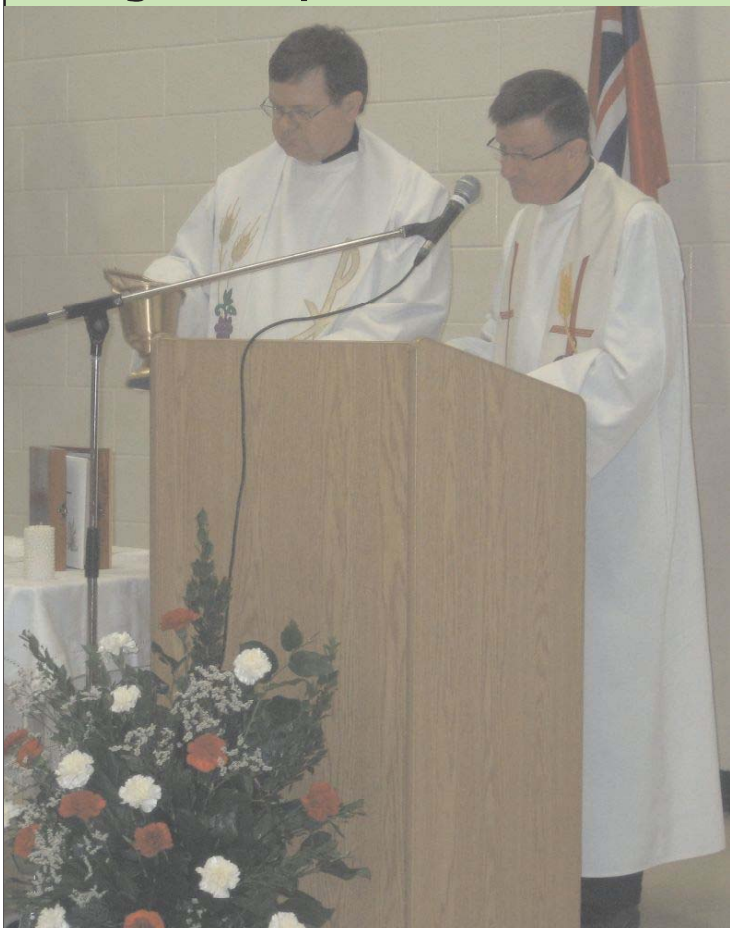
This was nothing new at Niagara Catholic, where staff routinely integrated the importance of following in the footsteps of Christ into daily lessons.

In 2008, the Assembly of Catholic Bishops of Ontario released a formal response to the Ministry's mandate, *Character Development and the Virtuous Life: A Position Paper*, authored by Bishop Paul-André Durocher, Bishop of Alexandria-Cornwall. In it, Bishop Durocher reminded the Catholic community of its long and rich tradition focused on the Virtues modeled by Christ.

In response to this, Niagara Catholic has placed a renewed focus on Virtues Education. On May 21st, Niagara Catholic staff took part across the system took part in Faith Formation sessions which focused on the importance of living a virtuous life. A poster depicting Niagara Catholic's focus on Virtues Education and "Becoming Beatitude People" will be placed in each school. Student handbooks will also highlight the Virtues and other Catholic themes.

Writing teams will develop resources that will support Virtues Education within the Board's Catholic Culture and through curriculum links. Sharing the lives of saints who model particular Virtues, using mentor texts that demonstrate the Virtues and celebrating the wonderful school and community initiatives across Niagara Catholic are examples of supports planned for the launch of Virtues Education in September.

Monsignor Kirkpatrick Blesses Cardinal Newman



After nearly a year of construction at Cardinal Newman Catholic Elementary School in Niagara Falls, the renovations and addition are now complete. On Monday, May 31st, Senior Staff and Trustees joined members of the Cardinal Newman family to celebrate the addition and renovation, which includes five new classrooms and room for 112 more students. The celebration included speeches from Principal John Boyer, and students who shared their experience of attending class in the midst of renovations. At left, Monsignor Wayne Kirkpatrick (far left) and Fr. Hugh Gibson from Our Lady of the Scapular Church preside over the official blessing of the renovations.

A+++

+ Congratulations to the students who took part Skills Ontario and Skills Canada Competitions, which took place at RIM Park in Kitchener in May.

Team Niagara Catholic was well-represented at Skills Ontario, May 17th to 19th. Twenty-three students represented Niagara Catholic in a variety of competition, including Architectural Design, Auto Service, Baking, Cabinetmaking, Individual Carpentry, Team Carpentry, Culinary Arts, Desktop Publishing, Electrical Wiring, Hairstyling, Home Building, Landscape Gardening, Photography, Plumbing, TV and Video Production and Web Design.

The two-man carpentry team of Louie Steinhaus and Ryan Levesque, Grade 12 students at Saint Paul Catholic High School in Niagara Falls, won bronze medals in the Skills Ontario competition. Diana Vandenberg, a Grade 12 student at Saint Michael Catholic High School in Niagara Falls, and Kevin Gryp, a Grade 11 student at St. Francis Catholic Secondary School in St. Catharines, each earned Gold medals at the Skills Ontario competition and advanced to Skills Canada. The students represented Niagara Catholic extremely well in the national competition. Diana brought home a Silver medal for Electronics and Kevin brought home a Silver medal for Website Design.

Congratulations!

Larkin Estate Recipients




Niagara Catholic Trustees have approved eight students as the 2010-2011 recipients of the Larkin Estate Award. The \$500 award is presented annually to students entering an approved nursing, social service or a college or university offering such a course. This year's recipients are Kevin Spykerman and Ashley Cascanette from Blessed Trinity, Elizabeth Marie Toner from Holy Cross, and Amanda Lafleur, Hilary Nolle, Samantha Symonds, Erika Rogers, Olivia Hunter from Notre Dame College School.

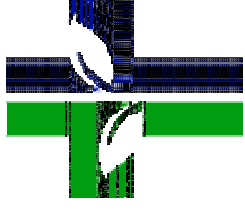
**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
PUBLIC SESSION
JUNE 15, 2010**

**TOPIC: TRUSTEE INFORMATION
CALENDAR OF EVENTS – JUNE 2010**

June 2010

SUN MON TUE WED THU FRI SAT

SUN	MON	TUE	WED	THU	FRI	SAT
6	7	8	9	10	11	12
 Canadian Environment Week May 30—June 5, 2010	1 Committee of the Whole Mtg	2 SEAC Mtg Clean Air Day	3 Director's & Administrative Leadership Symposium	4 World Environment Day	5 World Environment Day	
13	14	15	16	17	18	19
		8 Oceans Day	Rivers to Oceans Week—June 8 to 14			
20	21	22	23	24	25	26
Father's Day 	Summer Solstice Celebrate Canada June 21 to July 1	Board Mtg	Staff Retirement Celebration	Graduation -Saint Paul		
27	28	29	30	Secondary Exams—June 22 to 28		
	Graduation -Blessed Trinity -Holy Cross Sec Exams	Secondary PA Dy Graduation -Denis Morris -Notre Dame -St. Francis -Saint Michael	Elem & Sec PA Day Graduation -Lakeshore Catholic	Celebrate Canada National Aboriginal Day - June 21 Saint-Jean-Baptiste Day - June 24 Canadian Multiculturalism Day - June 27 Canada Day - July 1 		



Niagara Catholic District School Board

Events posted at www.niagaracatholic.ca