



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

AGENDA AND MATERIAL

**BOARD MEETING**

**TUESDAY, JANUARY 25, 2011**

**7:00 P.M.**

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

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**A. ROUTINE MATTERS**

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| 1. Opening Prayers – Trustee MacNeil                 | -  |
| 2. Roll Call   | -  |
| 3. Approval of the Agenda                            | -  |
| 4. Declaration of Conflict of Interest               | -  |
| 5. Minutes of the Board Meeting of December 21, 2010 | A5 |

**B. DELEGATIONS/PRESENTATIONS**

- |                                |    |
|--------------------------------|----|
| 1. Norah Morgan Memorial Award | B1 |
|--------------------------------|----|

**C. COMMITTEE AND STAFF REPORTS**

- |   |        |
|---|--------|
| 1. School Excellence Program<br>St. Anthony Catholic Elementary School  | C1     |
| 2. Specialist High Skills Major – Hospitality & Tourism   | C2     |
| 3. Unapproved Minutes of the Committee of the Whole Meeting of January 18, 2011<br>and Consideration of Recommendations | C3     |
| 3.1 Policies  |        |
| 3.1.1 Catholic Leadership: Principal and Vice-Principal Selection Policy (202.2)  | -      |
| 3.1.2 Catholic School Councils Policy (800.1)   | C3.1.2 |
| 3.1.3 Complaint Resolution Policy (800.3)   | C3.1.3 |
| 3.2 Addition and Alterations to St. Mark Catholic Elementary School<br>Awarding of Construction Contract                | C3.2   |
| 4. Approved Minutes of the S.E.A.C. Meeting of December 1, 2010   | C4     |
| 5. Mid-Year Progress Review of the Niagara Catholic Strategic Directions Priority Indicators<br>2010-2011               | C5     |
| 6. Expansion of SCOEP Program   | C6     |
| 7. Financial Reports  |        |
| 7.1 Monthly Banking Transactions for the Month of December 2010   | C7.1   |
| 7.2 Statement of Revenue and Expenditures as at December 31, 2010   | C7.2   |

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

1. Correspondence -
2. Report on Trustee Conferences Attended -
  - OCSTA Catholic School Governance – Keeping the Promise -
3. General Discussion to Plan for Future Action -
4. Trustee Information -
  - 4.1 Spotlight on Niagara Catholic
    - 4.1.1 January 18, 2011(*to be distributed at January Board Meeting*) D4.1.1
    - 4.1.2 Special Baby Day 2011 Edition (*to be distributed at January Board Meeting*) D4.1.2
  - 4.2 Calendar of Events – February 2011 D4.2
  - 4.3 Bishop’s Gala – January 28, 2011 – Club Italia -
  - 4.4 BEC - 2011 Annual Partners Breakfast - February 11, 2011 - 7:30 - 10:00 a.m. -
  - 4.5 Trustee & Senior Staff Faith Formation Retreat – February 24, 2011 -
  - 4.6 Ontario Catholic Student Leadership Conference 2011 – March 31 – April 2, 2011 -
  - 4.7 OCSTA/OCSBOA Finance Seminar 2011 – April 28, 2011 D4.7
5. Open Question Period -

*(The purpose of the Open Question Period is to allow members of the Catholic school supporting public to ask about items on that night’s public*

## **E. NOTICES OF MOTION**

## **F. BUSINESS IN CAMERA**

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

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

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

## **J. ADJOURNMENT**

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
PUBLIC SESSION  
JANUARY 25, 2011**

**TOPIC: MINUTES OF THE BOARD MEETING OF  
DECEMBER 21, 2010**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the Minutes of Board Meeting of December 21, 2010, as presented.



NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

## MINUTES OF THE BOARD MEETING

**TUESDAY, DECEMBER 21, 2010**

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Minutes of the Meeting of the Niagara Catholic District School Board, held on Tuesday, December 21, 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 Trustee Burkholder.

2. Roll Call

Chairperson Burtnik noted that all Trustees and Student Trustees were in attendance.

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

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 Nieuwesteeg  
Seconded by Trustee Burkholder

**THAT** the Niagara Catholic District School Board approve the Agenda of the Board Meeting of December 21, 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 November 23, 2010**

Moved by Trustee Sicoli  
Seconded by Trustee Charbonneau

**THAT** the Niagara Catholic District School Board approve the Minutes of the Board Meeting of November 23, 2010, as presented.

**CARRIED**

**5.2 November 29, 2010**

Moved by Trustee Sicoli  
Seconded by Trustee Charbonneau

**THAT** the Niagara Catholic District School Board approve the Minutes of the Special Board Meeting of November 29, 2010, as presented.

**CARRIED**

**5.3 December 7, 2010**

Moved by Trustee Sicoli  
Seconded by Trustee Charbonneau

**THAT** the Niagara Catholic District School Board approve the Minutes of the Inaugural Meeting of the Board of December 7, 2010, as presented.

**CARRIED**

## **B. DELEGATIONS**

### **1. Christmas Cards 2010**

Yolanda Baldasaro, Superintendent of Education, presented the report on Christmas Cards 2010. She indicated that schools throughout Niagara Catholic were invited to submit artwork designed by their students in order to create the 2010 Niagara Catholic Christmas Cards.

The parents/guardians of the students whose artwork was chosen to represent the Niagara Catholic District School Board were presented with copies of their child's artwork on Christmas cards.

Chairperson Burtnik, Vice-Chairperson Charbonneau and Director Crocco presented Jacobo Arredondo (Gr. 7, St. Augustine), Alayshia Bannister (Gr. 8, St. Philomena), Jason Friesen (Gr. 2, St. Theresa), Dylan Kwacz (Gr. 10, Saint Michael), Elaine Mhlanga (Gr. 6, St. Patrick NF), Nicole Panday (Gr. 11, Saint Michael) and Sierra Rosiana (Gr. 9, Lakeshore Catholic) with a plaqued picture of their artwork which was shared with the Niagara Catholic community for the Christmas Season of 2010, as well as Niagara Catholic "Excellence in Arts" pins.

## **C. COMMITTEE AND STAFF REPORTS**

### **1. School Excellence Program – St. Mark Catholic Elementary School**

Director Crocco provided background information on the monthly School Excellence Program. Rob Ciarlo, Superintendent of Education introduced Carmela D'Andrea, Principal of St. Mark Catholic Elementary School.

Principal D'Angela, with the assistance of students and staff showcased St. Mark Catholic Elementary School as part of the School Excellence Program.

Chairperson Burtnik thanked Principal D'Andrea, the staff and students for their presentation and performance.

### **2. Unapproved Minutes of the Committee of the Whole Meeting of November 23, 2010**

Moved by Trustee Burkholder

Seconded by Trustee Fera

**THAT** the Niagara Catholic District School Board receive the unapproved Minutes of the Committee of the Whole Meeting of November 23, 2010, as presented.

**CARRIED**

### **3. Special Education Advisory Committee**

#### **3.1 Minutes of the Special Education Advisory Committee Meeting of November 3, 2010**

Moved by Trustee Burkholder

Seconded by Trustee MacNeil

**THAT** the Niagara Catholic District School Board receive the Minutes of the Special Education Advisory Committee Meeting of November 3, 2010, as presented for information.

**CARRIED**

### **3.2 Appointment of Community Partner to the Special Education Advisory Committee**

Moved by Trustee Burkholder

Seconded by Trustee MacNeil

**THAT** the Niagara Catholic District School Board receive the Approved Minutes of the Special Education Advisory Committee Meeting of November 3, 2010, as presented for information.

**CARRIED**

### **4.1 Policy Committee**

#### **4.1 Unapproved Minutes of the Policy Committee Meeting of November 23, 2010**

Moved by Trustee Nieuwesteeg

Seconded by Trustee MacNeil

**THAT** the Niagara Catholic District School Board receive the unapproved Minutes of the Policy Committee Meeting of November 23, 2010, as presented for information.

**CARRIED**

#### **4.2 Approval of Policies**

##### **4.2.1 Purchasing/Supply Chain Management (Interim) Policy (600.1)**

Larry Reich, Superintendent of Business & Financial Services, presented the Purchasing /Supply Chain Management (Interim) Policy.

It was recommended that the Purchasing/Supply Chain Management Policy be approved as an Interim Policy in order to facilitate the Ministry of Education December deadline.

Moved by Trustee Fera

Seconded by Trustee Sicoli

**THAT** the Niagara Catholic District School Board approve the Purchasing /Supply Chain Management (Interim) Policy (600.1), as presented.

**CARRIED**

#### **4.3 Policy Development Update**

Director Crocco presented the Policy Development Update.

### **5. Niagara Catholic Inaugural Spelling Bee**

Yolanda Baldasaro, Superintendent of Education, introduced Mary Ann McKinley, Consultant: Student Leadership/Student Engagement, who presented the report on the Niagara Catholic Inaugural Spelling Bee, and welcomed the Spelling Bee award recipients.

Chairperson Burtnik, Vice-Chairperson Charbonneau and Director Crocco presented Ryan Gizzie (Grade 8, Our Lady of Mount Carmel), Alexi Doan (Grade 8, Our Lady of Victory), Nicholas Low (Grade 7, St. Gabriel Lalemant), and Marni McLean (Grade 8, Notre Dame) with Niagara Catholic "Excellence in Academics" pins.

**6. Specialist High Skills Major - Journey To Bethlehem Project**

Superintendent Baldasaro introduced Marco Magazzeni, Consultant, Technology/Specialist High Skills Major, who presented the report on the Specialist High Skills Major - Journey To Bethlehem Project.

Mr. Magazzeni stated that students from the Specialist High Skills Major Manufacturing Program representing Niagara Catholic and in partnership with the Diocese of St. Catharines, the Winter Festival of Lights, the Niagara Parks Commission, and Hall Iron Works designed and manufactured the "Journey to Bethlehem" Light Display in Queen Victoria Park in Niagara Falls.

Chairperson Burtnik and Vice-Chairperson Charbonneau commended Mr. Magazzeni for his dedication to the students of Niagara Catholic and the SHSM Program.

**7. Niagara Catholic Education Award of Distinction 2010-2011**

Superintendent Iannantuono presented the report on the Niagara Catholic Education Award of Distinction 2010-2011. Trustees were informed that the recipient for the 2010-2011 Award is Father Stanley Puchniak of the Oblate Fathers of Mary Immaculate.

The Niagara Catholic Award of Distinction 2010-2011 will be presented posthumously to Fr. Puchniak at the Bishop's Gala on January 28, 2011.

**8. Staff Development Department Professional Development Opportunities**

Superintendent Iannantuono presented the report on the Staff Development Department Professional Development Opportunities for information.

**9. Extended Overnight Field Trip/Excursion/Exchange Trip Approvals 2010-2011**

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

**10. Director's Annual Report 2010**

Director Crocco presented the Director's Annual Report 2010 and informed the Board that the Education Act requires School Boards to submit an annual report highlighting the action taken during the preceding twelve (12) months, before January 31<sup>st</sup> of each year. The Report fulfils the requirements of the Minister of Education regarding Directors Annual Reports.

Director Crocco thanked the Superintendents for their submissions and Jennifer Brailey, Manager of Corporate Services & Communications and the Print Shop for the layout and printing of the Director's Annual Report 2010.

**11. Revised Budget Estimates for the Year 2010-2011**

Superintendent Reich presented the Revised Budget Estimates for the Year 2010-2011, and informed Trustees that on an annual basis, school boards are required to submit Revised Budget Estimates for the current year to the Ministry of Education in order to give all school boards the opportunity to revise their budgets, taking into account up-to-date information relating to enrolment and other data available by November 2010.



Superintendent Reich answered Trustees questions of clarification. Chairperson Burtnik requested that Trustees be updated on the revised budget estimates in May or June 2011.

Moved by Trustee MacNeil  
Seconded by Trustee Charbonneau

**THAT** the Niagara Catholic District School Board approve the Report on the Revised Budget Estimates for the year 2010-2011, as presented.

**CARRIED**

## **12. Financial Reports**

### **12.1 Monthly Banking Transactions**

Moved by Trustee Fera  
Seconded by Trustee Sicoli

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

**CARRIED**

### **12.2 Statement of Revenue & Expenditures**

Moved by Trustee Nieuwesteeg  
Seconded by Trustee O'Leary

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

**CARRIED**

## **13. Monthly Updates**

### **13.1 Capital Projects Update**

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

### **13.2 Senior Staff Good News Update**

Senior Staff highlights included:

#### **Superintendent Forsyth-Sells**

- A Grade 7 student from Mrs. Lina Santini-Mascia's class at St. Vincent de Paul Catholic Elementary School won 1<sup>st</sup> Place in the Writing Contest on "Character" offered by Brock University in the Fall.
- Lakeshore Catholic High School produced a personalized calendar for the 2011 year. Calendars were distributed to the Trustees and Senior Administration and are available at the school.

#### **Controller of Plant Woods**

- The new St. Joseph Catholic Elementary School in Grimsby designed by V.P. Panici Architects Inc was awarded the Niagara Community Design Award for 2010 from the Region.

### **13.3 Student Senate Update**

Patrick Fowler and Shelby Levesque, Student Trustees, gave a brief verbal update on the activities of the Student Senate.

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

### **1. Correspondence**

Nil Report

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

Nil Report

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

#### **3.1 2011 Board Committees**

Chairperson Burtnik presented the confirmed membership for the 2011 Board Committees.

### **4. Trustee Information**

#### **4.1 Spotlight on Niagara Catholic – December 7, 2010**

Director Crocco presented the Spotlight on Niagara Catholic – December 7, 2010 issue for Trustees' information.

#### **4.2 Calendar of Events – January 2011**

Director Crocco presented the Calendar of Events – January 2011, for Trustees' information.

#### **4.3 Christmas Break – December 24, 2010 – January 7, 2011**

Director Crocco informed Trustees that all schools along with the Catholic Education Centre will be closed from December 24, 2010 to January 7, 2011 inclusive.

#### **4.4 Niagara Catholic Baby Celebration – January 12, 2011**

Director Crocco informed Trustees of the first Niagara Catholic Baby Celebration being held at the Catholic Education Centre on January 12, 2011. The event is a new initiative where all Board employees who had a baby during 2010 and are on maternity leave have been invited to the Catholic Education Centre for a get together to reconnect with colleagues. All Trustees were invited to attend.

#### **4.5 OCSTA Trustees' Professional Development Seminar – January 13-15, 2011**

Director Crocco reminded Trustees of the OCSTA Trustees' Professional Development Seminar, being held at the Doubletree Hilton Hotel in Toronto January 13-15, 2011. Trustees were asked to confirm their attendance with Sherry Morena, Corporate Services & Communications Department.

**4.6 Equity and Inclusive Education Part II – January 26 & 27, 2011**

Director Crocco informed Trustees of the Equity and Inclusive Education Part II, being held at the Sheraton Centre Hotel in Toronto on January 26 & 27, 2011. The symposium is hosted by the Ministry of Education and delivered by the Ontario Education Services Corporation. Trustees were asked to confirm their attendance with Sherry Morena, Corporate Services & Communications Department.

**4.7 Bishop's Gala – January 28, 2011 – Club Italia**

Director Crocco reminded Trustees of the 8<sup>th</sup> Annual Bishop's Gala being held on January 28, 2011 at Club Italia in Niagara Falls. Trustees were informed that tickets could be purchased through Sherry Morena, Corporate Services & Communications Department.

**4.8 BEC - 2011 Annual Partners Breakfast - February 11, 2011 - 7:30 - 10:00 a.m**

Director Crocco presented information on the BEC - 2011 Annual Partners Breakfast – being held February 11, 2011 from 7:30 to 10:00 a.m. Trustees were asked to confirm their attendance with Linda Marconi.

**4.9 Niagara Catholic System Letter**

Director Crocco presented Trustees with a copy of the system letter from Bishop Bergie, the Chair of the Board and the Director being sent home with all students.

Director Crocco informed Trustees that a similar letter from Bishop Bergie, the Chair of the Board and the Director will be sent to all employees and Trustees.

**5. Open Question Period**

None Submitted

**E. NOTICES OF MOTION**

The following Notice of Motion was put forth at the November 23, 2010 Board Meeting.

**“THAT** the Niagara Catholic District School Board investigate the possible expansion of the SCOEP Program, by utilizing the new Jericho House Facilities, beginning September 2011.”

**F. BUSINESS IN CAMERA**

Moved by Trustee MacNeil

Seconded by Trustee Fera

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

**CARRIED**

The Niagara Catholic District School Board moved into the In Camera Session of the Board Meeting at 9:35 p.m. and reconvened at 10:25 p.m.

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

Moved by Trustee Nieuwesteeg

Seconded by Trustee Charbonneau

**THAT** the Niagara Catholic District School Board report the motions from the In Camera Session of the Board Meeting of December 21, 2010.

**CARRIED**

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

Moved by Trustee Charbonneau

Seconded by Trustee Fera

**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 November 23, 2010, as presented.

**CARRIED (Item F1)**

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

Moved by Trustee O'Leary

Seconded by Trustee Nieuwesteeg

**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 November 23, 2010, as presented.

**CARRIED (Item F3)**

Moved by Trustee Sicoli

Seconded by Trustee Fera

**THAT** the Niagara Catholic District School Board approve the recommendation as outlined in Item F8.1 of the In Camera Agenda.

**CARRIED (Item F8.1)**

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

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

## **J. ADJOURNMENT**

Moved by Trustee Fera

Seconded by Trustee Sicoli

**THAT** the December 21, 2010 meeting of the Niagara Catholic District School Board be adjourned.

**CARRIED**

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

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Minutes of the Meeting of the Niagara Catholic District School Board held on **December 21, 2010.**

Approved on the **25th** day of **January 2011.**

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Kathy Burtnik  
Chairperson of the Board

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John Crocco  
Director of Education/Secretary -Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
PUBLIC SESSION  
JANUARY 25, 2011**

**TOPIC: NORAH MORGAN MEMORIAL AWARD**

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

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

Approved by: John Crocco, Director of Education

Date: January 25, 2011



## PRESENTATION BACKGROUND

Board Meeting  
January 25, 2011

### NORAH MORGAN MEMORIAL AWARD

Carousel Players has recently announced that Laurie Crain-Anez is the 2011 winner of the Norah Morgan Memorial Award. Established by Carousel Players, the award celebrates the contributions and achievements of elementary school teachers who have made a strong contribution to the arts in Niagara region schools.

Mrs. Crain-Anez has shared her expertise and love of the arts both in her classroom assignments as well as in her current role as Arts Coach.

One of the benefits of the award is that Mrs. Crain-Anez has chosen a school to receive a free performance by Carousel Players. She has selected St. Patrick Catholic Elementary School in Niagara Falls to receive a free Carousel Players performance of *Peg and the Yeti* on Wednesday, April 4, 2011 at 9:30am.

This is the sixth annual presentation of the award in memory of drama education pioneer Norah Morgan. Previous Niagara Catholic District School Board winners of the award include teachers Anneliese Burke (2009) and Barb Hennessy (2007).

The Norah Morgan Memorial Award alternates from year to year between the Niagara Catholic District School Board and District School Board of Niagara.

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

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

Approved by: John Crocco, Director of Education

Date: January 25, 2011

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
PUBLIC SESSION  
JANUARY 25, 2011**

**TOPIC: SCHOOL EXCELLENCE PROGRAM  
ST. ANTHONY CATHOLIC ELEMENTARY SCHOOL**

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NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

## REPORT TO THE BOARD DECEMBER 21, 2010

### SCHOOL EXCELLENCE PROGRAM ST. ANTHONY CATHOLIC ELEMENTARY SCHOOL

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**Contact Info:**  
81 Rykert Street  
St. Catharines, Ont.  
L2S 1Z2  
ph 905.685.8859  
fx 905.682.5782  
st.anthony@ncdsb.com

**Grades:**  
JK - 8

**Principal:**  
Anne Marie Crocco

**Vice-principal:**  
Rian Bishop

**Catholic School  
Council  
Chair:**  
Shonna Daly

**Parish:**  
St. Mary of the  
Assumption

*We create  
a Christ-Centered  
environment  
within which  
people will grow  
and learning  
will flourish.*

- School Mission  
Statement



In the fall of 1954, St. Anthony Catholic School was established on the site of the O'Brien farm. Louis Bondi was the founding Principal and the only staff member of 4 to have teaching experience. In 1982, St. Mary School was twinned with St. Anthony. In 1995, the newest addition included a new library, information centre, intermediate division classrooms, senior kindergarten classrooms and a new office.

In 1999, the Niagara Catholic District School Board purchased the land adjacent to the school on the west side. The house and garage were demolished to build a parking lot. A new school sign was elevated in September 2003.

Total enrolment as of September 2010: 541

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Prepared by: Rob Ciarlo, Superintendent of Education

Presented by: Rob Ciarlo, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: January 25, 2011

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
PUBLIC SESSION  
JANUARY 25, 2011**

**TOPIC: SPECIALIST HIGH SKILLS MAJOR  
HOSPITALITY & TOURISM**

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The report on  
Specialist High Skills Major – Hospitality & Tourism  
is presented for information.

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Prepared by: Yolanda Baldasaro, Superintendent of Education  
David Pihach, Administrator: Student Success  
Marco Magazzeni, Consultant: Technology/Specialist High Skills Major

Presented by: Yolanda Baldasaro, Superintendent of Education  
David Pihach, Administrator: Student Success  
Marco Magazzeni, Consultant: Technology/Specialist High Skills Major

Approved by: John Crocco, Director of Education

Date: January 25, 2011



## **REPORT TO THE BOARD MEETING JANUARY 25, 2011**

### **SPECIALIST HIGH SKILLS MAJOR HOSPITALITY AND TOURISM**

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#### **BACKGROUND INFORMATION**

Hospitality and Tourism programs are offered at all eight (8) Niagara Catholic secondary schools. One site that Niagara Catholic is extremely proud of is the Hospitality and Tourism program in partnership with the Quality Inn Parkway Suites in St. Catharines. This partnership represents the only School Board in Ontario with a classroom in a hotel. This program gives students real life experiences in all facets of the hospitality and tourism industry. Students participate in a wide variety of activities from preparing lunches and dinners for over 600 guests to working the front reception desk of the main hotel. This is a unique program that is highly recognized by the Ministry of Education under the Specialist High Skills Major program.

A Specialist High Skills Major is a Ministry-approved specialized program that allows students to focus their learning on a specific economic sector while meeting the requirements to graduate from secondary school. It also assists in their transition after graduation to apprenticeship training, college, university or the workplace destinations.

One of the requirements in completing a Specialist High Skills Major is for students to engage in an experiential learning activity. It is recommended this activity be a community based project with a local group or organization. Niagara Catholic prides itself in the many social agencies, businesses and individuals throughout the Region that we have worked together with to make Niagara a better place.

One of those organizations that we have worked together with through the Quality Inn's Hospitality and Tourism program is the Salvation Army. Each year, the Salvation Army together with Westminister United Church on Queenston Street in St. Catharines hosts a free turkey dinner and gift giving to those in need. This past December, 2010 over eight hundred individuals attended this event which was catered together with our students.

Over twenty students from Denis Morris, St. Francis and Saint Michael participated in this event throughout the course of a week in preparing the meal. This included coming in on various occasions throughout the weekend, including a 2:00 a.m. check on the cooking status of turkeys.

This event not only provided our students with experiential learning, but also encouraged them to help their brothers and sisters in need, to work with organizations like the Salvation Army and Westminster United Church, and to truly highlight who we are at Niagara Catholic.

A brief presentation outlining our students' accomplishments will be highlighted.

The Report on Specialist High Skills Major – Hospitality and Tourism  
is presented for information.

Prepared by: Yolanda Baldasaro, Superintendent of Education  
David Pihach, Administrator: Student Success  
Marco Magazzeni, Consultant: Technology/Specialist High Skills Major

Presented by: Yolanda Baldasaro, Superintendent of Education  
David Pihach, Administrator: Student Success  
Marco Magazzeni, Consultant: Technology/Specialist High Skills Major

Approved by: John Crocco, Director of Education

Date: January 25, 2011

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
PUBLIC SESSION  
JANUARY 25, 2011**

**TOPIC: UNAPPROVED MINUTES OF THE COMMITTEE OF THE  
WHOLE MEETING OF JANUARY 18, 2011**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board receive the unapproved Minutes of the Committee of the Whole Meeting of January 18, 2011, as presented.

The following recommendations are being presented for the Board's consideration from the Committee of the Whole Meeting of January 18, 2011.

**3.1 Policies**

**3.1.2 Catholic School Councils Policy (800.1)**

**THAT** the Niagara Catholic District School Board approve the Catholic School Councils Policy (800.1), as presented.

**3.1.3 Complaint Resolution Policy (800.3)**

**THAT** the Niagara Catholic District School Board approve the Complaint Resolution Policy (800.3) Policy (203.2), as presented.

**3.2 Addition and Alterations to St. Mark Catholic Elementary School  
Awarding of Construction Contract**

**THAT** the Niagara Catholic District School Board approve the award of a construction contract to Aldor Builders Limited, for the addition and alterations to St. Mark Catholic Elementary School.



NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

**MINUTES OF THE  
COMMITTEE OF THE WHOLE MEETING  
TUESDAY, JANUARY 18, 2011**

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Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, January 18, 2011, at 7:00 p.m. in the Father Kenneth Burns csc Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

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

**A. ROUTINE MATTERS**

**1. Opening Prayer**

Opening Prayers were led by Vice-Chairperson Charbonneau.

**2. Roll Call**

Vice-Chairperson Charbonneau noted that Chairperson Burtnik and Trustees Fera and Nieuwesteeg asked to be excused from the Committee of the Whole Meeting of January 18, 2011.

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

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; **Sherry Morena**, Recording Secretary/Administrative Assistant, Corporate Services & Communications

3. **Approval of the Agenda**

Moved by Trustee Burkholder

**THAT** the Committee of the Whole approve the Agenda of the Committee of the Whole Meeting of January 18, 2011, as presented.

**CARRIED**

4. **Disclosure of Interest**

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

5. **Minutes of the Committee of the Whole Meeting of December 7, 2010**

Moved by Trustee O'Leary

**THAT** the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of December 7, 2010, as presented.

**CARRIED**

**B. PRESENTATIONS**

**C. COMMITTEE AND STAFF REPORTS**

1. **Policy Committee**

1.1 **Unapproved Minutes**

**Policy Committee Meeting – December 21, 2010**

Moved by Trustee Burkholder

**THAT** the Committee of the Whole receive the unapproved Minutes of the Policy Committee Meeting of December 21, 2010, as amended to note Trustee Sicoli as a Policy Committee member and not Trustee Burkholder.

**CARRIED**

1.2 **Approval of Policies**

1.2.1 **Catholic Leadership: Principal and Vice-Principal Selection Policy (202.2)**

Trustees discussed at length the Catholic Leadership: Principal and Vice-Principal Selection Policy, as recommended by the Policy Committee. Interest in having a Trustee representative on the Interview Committee was expressed.

Director Crocco provided information from the Ministry of Education, the School Board Governance Act, and the Ontario Catholic School Trustees' Association which supported the recommendation of the Policy Committee for the consideration of Trustees. Following a defeated vote on the motion to recommend approval to the Board, the Catholic Leadership: Principal and Vice-

Principal Selection Policy (202.2) will be referred the January Policy Committee meeting.

Moved by Trustee Sicoli

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Catholic Leadership: Principal and Vice-Principal Selection Policy (202.2), as presented.

**DEFEATED**

**1.2.2 Catholic School Councils Policy (800.1)**

Moved by Trustee Burkholder

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Catholic School Councils Policy (800.1), as presented.

**CARRIED**

**1.2.3 Complaint Resolution Policy (800.3)**

Trustee Sicoli raised a question regarding the section of the Complaint Resolution Policy that refers to a complaint filed against the Director of Education, and Executive Council being in a position to determine if the appeal will be heard by the Board.

The Director of Education stated that in that situation, the Director would declare a conflict of interest with the matter and not participate in any decisions being made.

Moved by Trustee O'Leary

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

**CARRIED**

**1.3 Policy Development Update**

Director Crocco presented the Policy Development Update.

**2. Niagara Catholic's Best Practice Submission Using Ontario Catholic School Graduate Expectations (OCSGE) for the Institute of Catholic Education**

Yolanda Baldasaro, Superintendent of Education, welcomed Terri Pauco, Religious Education and Family Life Consultant, who presented the report on Niagara Catholic's Best Practice Submission Using Ontario Catholic School Graduate Expectations (OCSGE) for the Institute of Catholic Education.

Ms. Pauco stated that Catholic school boards in Ontario provided examples of best practices of the Ontario Catholic School Graduate Expectation to the Institute of Catholic Education (ICE). ICE reviewed and accepted two submissions for the Provincial Catholic Best Practice Collection – the Virtues Education Model Poster, *Becoming Beatitude People*, and the Religion – Literacy Mentor Text lesson template and lesson based on the picture book, *Coming Home* by Max Lucado.



**3. Niagara Catholic Early Years to Grade 2 Collaborative Inquiry Update Student Achievement K-12**

Mark Lefebvre, Administrator: School Effectiveness, introduced Kendall Cappellazzo, Early Years Primary Consultant, Jill Ferneyhough, Reading Recovery Teacher Leader, and Dana Sacco, FD-ELKP Literacy Coach. Ms. Cappellazzo presented the report on the Niagara Catholic Early Years to Grade 2 Collaborative Inquiry Update - Student Achievement K-12.

Ms. Cappellazzo stated that this Program focuses on reducing the gap between males and females through explicit reading strategy instruction.

**4. Student Voice Initiative**

Superintendent Baldasaro presented the report on the Student Voice Initiative. Trustees were informed that this Initiative is part of the Ministry of Education's engagement strategy to seek student input on what helps strengthen their engagement in learning and ensures all voices are heard.

**5. Catholic School Councils' Parent Reaching Out Grants 2010-2011**

Superintendent Forsyth-Sells presented the Catholic School Councils' Parent Reaching Out Grants 2010-2011 report. Trustees were informed that the Niagara Catholic District School Board has received PRO Grants for 32 schools to a total of \$28,493.00, and that as per the requirements of the PRO Grants, schools will complete their projects by June 30<sup>th</sup>, 2011 and will submit a report for the project by August 31<sup>st</sup>, 2011 to the Ministry of Education.

**6. Additional and Alterations to St. Mark Catholic Elementary School Awarding of Construction Contract**

James Woods, Controller of Plant, presented the report on the Additional and Alterations to St. Mark Catholic Elementary School – Awarding of Construction Contract.

Moved by Trustee Sicoli

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the award of a construction contract to Aldor Builders Limited, for the addition and alterations to St. Mark Catholic Elementary School.

**CARRIED**

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

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

Mr. Syne informed Trustees that under the Ministry of Education's "Building Futures" Program, teachers are selected every year from across the province who are recent graduates of the new Teacher Induction Program (NTIP), to make presentations to College of Education Faculty and Teacher candidates on their teaching and interview experiences.

Andrew Chase, graduate of the Niagara Catholic District School Board, and currently a teacher at Saint Paul Catholic High School, gave a sample of his presentation to Trustees that he will be delivering at Brock University on Wednesday, January 19, 2011. He spoke of his many positive experiences as a student in the Niagara Catholic District School Board and how the exemplary educational and faith-based programs, along with dedicated teachers inspired him to become a Catholic school teacher.

## **8. Establishment of an Audit Committee**

Larry Reich, Superintendent of Business and Financial Services, presented the report on the Establishment of an Audit Committee. Mr. Reich stated that the Ministry of Education requires the establishment of an Audit Committee by every school board in the Province of Ontario by January 31, 2011.

The composition of the Audit Committee is prescribed by Regulation 361/10 and is based on the number of trustees. The Niagara Catholic District School Board has eight (8) Trustees, and therefore, the Audit Committee of the Board will consist of five (5) members, including three (3) Board Trustees and two (2) persons who are not Board members.

Director Crocco informed Trustees that the advertisement for the two non-Board members are in two editions of all local newspapers and on the Board website.

## **9. Monthly Updates**

### **9.1 Capital Projects Progress Report**

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

### **9.2 Student Trustees' Update**

Shelby Levesque, Student Trustee, gave a brief verbal update on the activities of the Student Senate.

### **9.3 Senior Staff Good News Update**

Senior Staff highlights included:

#### **Superintendent Baldasaro**

- The 'Fatima Falcons' won First Place out of 55 teams from across Ontario in the Robot Performance Category of the Lego/Robotics Competition. The Competition was held in Oshawa on Saturday, January 15<sup>th</sup>, 2011.

#### **Controller of Plant Woods**

- St. Gabriel Catholic Elementary School won the 2010 Waste Free Lunch Challenge, which is a program sponsored by the Recycling Council of Ontario in partnership with Metro Ontario (Food Basics). A \$1,000 prize was received to by the school to be used for school based environmental projects.

#### **Director of Education Crocco**

- Trustees were provided with a promotional newspaper ad highlighting various aspects of the system. The ad was published in the local newspapers.
- Director Crocco spoke of the great success of the Niagara Catholic 1<sup>st</sup> Annual Baby Day.

## **D. INFORMATION**

### **1. Trustee Information**

#### **1.1 Spotlight on Niagara Catholic – December 21, 2010**

Director Crocco presented the Spotlight on Niagara Catholic – December 21, 2010 issue for Trustees' information.

**1.2 Calendar of Events – January 2011**

Director Crocco presented information on the Calendar of Events – January 2011.

**1.3 January Board Meeting – Tuesday, January 25, 2011**

Director Crocco reminded Trustees that the January Board Meeting will be held on Tuesday, January 25, 2011.

**1.4 Bishop's Gala – January 28, 2011 – Club Italia**

Director Crocco reminded Trustees of the 8<sup>th</sup> Annual Bishop's Gala being held on January 28, 2011 at Club Italia in Niagara Falls. Trustees were informed that tickets could be purchased through Sherry Morena, Corporate Services & Communications Department.

Trustees were informed that seating arrangements would be emailed to them a couple of days prior to the Gala and that photographs would be taken at 6:15 that evening in the foyer at Club Italia.

**1.5 BEC - 2011 Annual Partners Breakfast - February 11, 2011 - 7:30 - 10:00 a.m.**

Director Crocco presented information on the BEC - 2011 Annual Partners Breakfast – being held February 11, 2011 from 7:30 to 10:00 a.m. A table has been reserved for Trustees and Catholic Education Centre staff. Trustees were asked to confirm their attendance with Linda Marconi by Friday, January 21, 2011.

**1.6 Trustee & Senior Staff Faith Formation Retreat – February 24, 2011**

Director Crocco presented information on the Trustee & Senior Staff Faith Formation Retreat being held February 24, 2011 at 5:00 p.m. with Bishop Gerard Bergie.

**E. OTHER BUSINESS**

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

**F. BUSINESS IN CAMERA**

Moved by Trustee Burkholder

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

**CARRIED**

The Committee of the Whole moved into the In Camera Session of the Meeting at 8:40 p.m. and reconvened at 8:55 p.m.

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

Moved by Trustee Burkholder

**THAT** the Committee of the Whole report the motions from the In Camera Session of the Committee of the Whole Meeting of January 18, 2011.

**CARRIED**

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

Moved by Trustee Sicoli

**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 November 9, 2010, as presented.

**CARRIED (Item F1)**

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

Moved by Trustee MacNeil

**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 November 9, 2010, as presented.

**CARRIED (Item F3)**

## **H. ADJOURNMENT**

Moved by Trustee Burkholder

**THAT** the January 18, 2011 Committee of the Whole Meeting be adjourned.

**CARRIED**

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

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Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **January 18, 2011.**

Approved on the **8th** day of **February 2011.**

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Maurice Charbonneau  
Vice-Chairperson of the Board

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John Crocco  
Director of Education/Secretary-Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
PUBLIC SESSION  
JANUARY 25, 2011**

**TOPIC: CATHOLIC LEADERSHIP: PRINCIPAL & VICE-PRINCIPAL  
SELECTION POLICY (202.2)**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the Catholic Leadership: Principal and Vice-Principal Selection Policy (202.2), as presented.

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

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

Approved by: John Crocco, Director of Education

Date: January 25, 2011

**Niagara Catholic District School Board**

**CATHOLIC LEADERSHIP:  
PRINCIPAL AND VICE-PRINCIPAL SELECTION**

Adopted: April 28, 1998  
Revised: December 21, 2010

Policy No. 202.2

**STATEMENT OF POLICY**

The Niagara Catholic District School Board believes that the realization of the goals of Catholic education requires leadership founded on faith, inspired by the Gospel, and committed to service.

For appointments to all positions of Principal and Vice-Principal with the Niagara Catholic District School Board, a candidate shall have a demonstrated record of promoting Catholic Education as evidenced in one's personal faith journey, as well as an understanding of and a genuine commitment to the Board's mission and shared vision.

Individuals aspiring to Catholic leadership positions within the Niagara Catholic District School Board shall possess the qualifications required by Education Statutes and Regulations of Ontario, as well as those established by the Board. The Board will ensure that individuals appointed to positions of responsibility as Principals and Vice-Principals possess all of the qualifications, experience and necessary skills to perform this role.

Prior to the commencement of the Principal and Vice-Principal Selection process, the Director of Education will review and seek input from the Board of Trustees on the selection process, skill set and profile of a Catholic Principal and Vice-Principal within the Niagara Catholic District School Board.

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

***References:***

*Education Act and Regulations*

*Policy/Program Memorandum (PPM) No. 152 Terms and Conditions of the Employment of Principals and Vice-Principals, 2010.*

*Ontario Leadership Strategy*

*Reach Every Student: Energizing Ontario Education, 2008*

*Effective Practices Guide for Principal/Vice-Principal Terms and Conditions of Employment*

*Bill 177*

**Niagara Catholic District School Board**

**CATHOLIC LEADERSHIP IN OUR SCHOOLS:  
PRINCIPAL AND VICE-PRINCIPAL SELECTION**

Issued: April 28, 1998  
Revised: January 8, 2002  
October 23, 2002  
December 21, 2010

Policy No. 202.2

**ADMINISTRATIVE GUIDELINES**

**PREAMBLE**

The major objectives of the role description and the procedures outlined herein are to provide a set of clear expectations of the most competent and knowledgeable candidates aspiring to the position of Catholic Leadership, i.e. Principal and Vice-Principal, while providing a clear set of procedures to be followed from application to appointment.

**ROLE OF PRINCIPAL AND VICE-PRINCIPAL**

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

The Principal is key to a quality Catholic school. The quality of a Principal's leadership is affected by the vision, knowledge, competence and personal qualities of the person who holds that position. The principal's leadership is a blend of educational skill, management skill and relationship-building, which is able to move others to perform well and to grow spiritually and professionally. Foremost among the attributes required must be a commitment and dedication to the mission and vision of Catholic education, and a willingness to accept responsibility from the Catholic community and to exercise Catholic leadership within this community.

Personal faith commitment is a fundamental criterion for leadership in Catholic education. This commitment will be evident in the candidate's involvement within their community and/or parish.

The Principal in the Catholic system demands a qualified educator who is a person of faith, vision, commitment and leadership. Throughout the stages of the selection process, evidence of strength in the following areas will be sought.

**LEADERSHIP FRAMEWORK FOR CATHOLIC PRINCIPALS AND VICE-PRINCIPALS**

- Catholic Faith, Community and Culture
- Setting Directions
- Building Relationships and Developing People
- Developing the Organization
- Leading the Instructional Program
- Securing Accountability

## **QUALIFICATIONS REQUIRED AT THE TIME OF APPLICATION**

**EFFECTIVE SEPTEMBER 1<sup>ST</sup>, 2011**

### **SELECTION OF PRINCIPALS**

1. Religious Education Qualifications

Part III Specialist of the O.E.C.T.A./O.C.S.T.A. Religion course

OR

Four full graduate courses in Theology/Christian Education toward a degree or diploma in Theology from a Catholic university.

OR

Part II of the O.E.C.T.A./O.C.S.T.A. Religion course and two graduate courses in Theology/Christian Education toward a degree or diploma in Theology from a Catholic university.

2. Ontario School Principal's Qualifications Part I and Part II as per Ontario Regulation 184/97 under the *Ontario College of Teachers' Act*.
3. Part II of the Special Education qualifications as per the Ontario College of Teacher Qualifications.
4. A minimum of seven years of successful teaching and/or administrative experience in Catholic education – five years as a teacher and two years in some position of responsibility in education (i.e. Vice-Principal).
5. A participating member of a Catholic community as attested by a parish priest.
6. A positive recommendation from the candidate's Principal and an appropriate Superintendent of Education.
7. Successful Vice-Principal Performance Appraisal (if applicable).
8. Successful participation in the Board's Administrative Internship Program or an equivalent leadership program.

### **SELECTION OF VICE-PRINCIPALS**

1. Part II of the O.E.C.T.A./O.C.S.T.A. Religion course

OR

Four full graduate courses in Theology/Christian Education toward a degree or diploma in Theology from a Catholic university.

OR

Part I of the O.E.C.T.A./O.C.S.T.A. Religion course and two graduate courses in Theology/Christian Education toward a degree or diploma in Theology from a Catholic university.

2. Ontario School Principal's Qualifications Part I and Part II as per Ontario Regulation 184/97 under the *Ontario College of Teachers' Act*.
3. Part I of the Special Education Course will be required prior to assuming the position.



4. Vice-Principal candidates are required to have:  
A minimum of five/ year's successful teaching and/or acceptable related experience in at least two different divisions (Primary, Junior, Intermediate, or Senior)
5. A positive recommendation from candidate's principal and an appropriate Superintendent of Education.
6. A participating member of a Catholic community as attested by a parish priest.
7. Successful participation in the Leadership Identification Program or an equivalent leadership program.

#### **EFFECTIVE SEPTEMBER 1<sup>ST</sup>, 2011**

- Those currently in the position of Vice Principal and/or in the Principal and Vice-Principal Administrative Pools with the Niagara Catholic District School Board will be grandfathered ***in the application and assignment process only*** and will be required to obtain the necessary qualifications as per revised Administrative Guidelines, within 2 years (no later than September 2013).
- The Administrative pools will run from the time of entry to the end of the school year in which it expires.

#### **NIAGARA CATHOLIC DISTRICT SCHOOL BOARD: APPLICATION PROCESS**

1. A completed **application form**.
2. A written pastoral reference (within the current school year).
3. A one-page statement of philosophy of Catholic Education which outlines past experiences and examples of personal commitment to Catholicism.
4. The names addresses and telephone numbers of five references from the applicant's current or previous work environment.
5. A current written professional reference from the applicant's immediate supervisor or supervisor from the previous year as requested on the application form.
6. Evidence of preferred qualities/experiences relating to leadership experiences and professional growth initiatives as requested on the application form.
7. A current copy of the candidate's Ontario Certificate of Qualification (O.C.T.).
8. A copy of the most recent Performance Appraisal.
9. A copy of the Annual Growth Plan.

#### **ADVERTISING AND APPLICATIONS**

Applications will be invited from qualified internal candidates and may be invited from qualified external candidates.

Application information provided to candidates will stipulate the qualifications and all additional requirements involved in the selection process.

## SELECTION PROCESS

The following process will establish a pool of potential Principals and Vice-Principals for each of the Elementary and Secondary School Panels:

1. Applications will be invited from qualified candidates for the positions of Principal and Vice-Principal as required.
2. The Superintendent of Human Resources, in consultation with Senior Administrative Council, shall review all applications to determine which applicants shall be invited to proceed in the selection process.
3. Those applicants not selected to proceed in the selection process shall be so notified and given reasons.
4. The Catholic Leadership Identification Process (C.L.I.P.) will be used in the selection of potential school leaders and in the creation of a "pool" from which appointments shall be made.
5. Vice-Principal applicants invited to proceed in the selection process will participate in a Skills Assessment Program prior to the interview.
6. Applicants who have not previously participated in a Skills Assessment Program may be required to do so prior to the interview.
7. The Interview Committee(s) shall consist of the following:
  - a maximum of two Superintendents of Education
  - Chair of the Committee: Superintendent of Human Resources
  - two Principals
  - one Vice-Principal
  - a. Members of the Interview Committee shall be present for all interviews.
  - b. Members of the Interview Committee will be provided with copies of the applicants' resumes and applications.
8. The scoring system for the selection process will be as follows:

Principal	70% Track record 30 % Interview
Vice-Principal	70% Track Record and Skills Assessment 30 % Interview
Track Record will include:	qualification, experience and professional growth supervisor(s) recommendations
Principal Site Visit: (as part of Track Record)	Tangible evidence of Leadership Framework Criteria, and Annual Growth Plan
9. Senior Administrative Council will review the results of the Interview Process, Skills Assessment and Track Record information in the formulation of a recommendation to be submitted to the Director of Education. After consideration, the Director of Education will determine the final report and inform the Board of placement in the Principal and/or Vice-Principal Pool.
10. The Superintendent of Human Resources who is the chairperson for the process shall coordinate the debriefing of each candidate upon request.

## **FORMATION OF POTENTIAL PRINCIPAL AND VICE-PRINCIPAL POOLS**

Assignments to the Principal or Vice-Principal Pool will be for up to two years renewable for a second two year term at the recommendation of the Director of Education who will inform the Board.

## **APPOINTMENT AND ASSIGNMENT OF PRINCIPALS AND VICE-PRINCIPALS**

1. Appointments as Principal or Vice-Principal will be made by the Director of Education. Assignments as Principal or Vice-Principal will be made by the Director of Education with consideration of the Principal Profile as submitted by the Catholic School Council and will inform the local Trustee(s). Appointments and assignments will be reported to the Board.
2. Initial appointments to the position of Principal and Vice-Principal shall be for up to a two (2) year probationary term. Subsequent to a successful Performance Appraisal at the conclusion of this term, he/she may be confirmed in that role.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
PUBLIC SESSION  
JANUARY 25, 2011**

**TOPIC: CATHOLIC SCHOOL COUNCILS POLICY (800.1)**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the Catholic School Councils Policy (800.1), as presented.

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

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

Approved by: John Crocco, Director of Education

Date: January 25, 2011

**Niagara Catholic District School Board**  
**CATHOLIC SCHOOL COUNCILS**

Adopted: February 24, 1998  
Revised: September 26, 2000  
Revised: December 21, 2010

Policy No. 800.1

**STATEMENT OF POLICY**

*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.*

Catholic Education, in the Niagara Catholic District School Board, is the shared responsibility of all partners: the Board, parish priests, staff, students, parents/guardians, and members of the community. The Mission Statement, Vision 2020 Statements, Strategic Directions and Enabling Strategies from the Vision 2020 Strategic Plan support parent engagement in the Niagara Catholic District School Board.

A Catholic School Council will be established in each elementary and secondary school in the Board to encourage the active participation of parents/guardians in Catholic Education, to improve student achievement of all students, and to enhance the accountability of the education system to all parents/guardians in the Board.

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

***References:***

*Ontario Regulation 330/10 School Councils and Parent Involvement Committees*  
*Ministry of Education: School Councils, A Guide for Members: [www.edu.gov.on.ca](http://www.edu.gov.on.ca)*  
*Niagara Catholic District School Board Complaint Resolution Policy No. 800.3*

## Niagara Catholic District School Board

# CATHOLIC SCHOOL COUNCILS

Issued: February 24, 1998  
Revised: September 26, 2000  
July 16, 2003  
July 8, 2008  
September 22, 2008  
January 6, 2009  
December 21, 2010

Policy No. 800.1

## (A) ADMINISTRATIVE GUIDELINES FOR CATHOLIC SCHOOL COUNCILS

### 1. PURPOSE

- 1.1
  - The purpose of the Catholic School Council, as an advisory body, through the active participation of parents is: to advocate and strengthen Catholic Education
  - to improve student achievement and the well-being of students
  - to enhance the accountability of the education system to parents
  - to support the Mission Statement, Vision 2020 Statements, Strategic Directions and Enabling Strategies from the Vision 2020 Strategic Plan.
- 1.2 The Catholic School Council may provide recommendations to the Board and/or Principal on any matters that the Catholic School Council identifies as priorities and shall consult with parents about matters being considered by the Catholic School Council.  
  
Recommendations provided to the Board and/or Principal will represent the general views of the school community and the best interests of all students in the school.  
  
The Board and/or Principal shall consider each recommendation and shall advise the Catholic School Council of the action taken in response to the recommendation.
- 1.3 The Catholic School Council shall have an understanding of current Board policies and the By-Laws of the Catholic School Council to allow members to make meaningful contributions.
- 1.4 The Board will retain all the powers and duties as specified in the Education Act and its related Regulations.
- 1.5 Each Catholic School Council will bear the name “(School Name) Catholic School Council”.

### 2. CONSULTATION

- 2.1 Catholic School Councils shall be consulted by the Board and/or Principal for recommendations on new and revised policies and guidelines with respect to:
  - the student achievement of all students
  - the accountability of the education system to parents
  - the code of conduct (provincial and local)
  - the appropriate dress code for students (provincial and local)
  - the allocation of funding to the Catholic School Council
  - the fundraising activities by Catholic School Council members
  - the resolution of internal Catholic School Council disputes
  - the reimbursement of expenses of the Catholic School Council
  - the Board and school’s action plans for improvement based on EQAO results and the communication of the plans to parents/guardians
  - the criteria and process for selection and placement of Principals and Vice-Principals
  - any new educational initiatives at the Board and school levels
  - the development of a plan for providing co-instructional activities

- 2.2 In addition, Catholic School Councils, , may provide advice to the Board and/or Principal on any matters that the Catholic School Council identifies as priorities such as:
- the Catholic character of the school and/or the system
  - the preparation of the school year calendar
  - the development, implementation and review of all Board policies at the local level
  - the involvement with the Parish and liturgical celebrations and sacraments
  - Board and/or school policies regarding field trips for students
  - school budget priorities
  - the community use of school facilities
  - fundraising activities
  - participation in the Niagara Catholic Parent Involvement Committee (NCPIC)
  - information and training sessions: curriculum , program goals and priorities
  - the school mission statement, and
  - other issues deemed appropriate by the Board

### **3. COMPOSITION**

The composition of the Catholic School Council will reflect the diversity of the school community.

- 3.1 Parents/guardians shall form the majority of the Catholic School Council as specified in the By-Laws of the Catholic School Council. A parent, in respect of a Catholic School Council is a parent of a student who is enrolled in the school and includes a guardian as defined in section 1 of the Education Act. In the case of a Catholic School Council in a school that is for adult students, students enrolled in the school may act as “parents” on a Catholic School Council.
- 3.2 A person is not qualified to be a parent member of the Catholic School Council if,  
i) he/she is employed at the school; or  
ii) he/she is employed elsewhere by the Board and fails to take reasonable steps to inform persons qualified to vote of that employment
- 3.3 The Catholic School Council may choose to include other members as deemed appropriate to reflect the community of the school.
- 3.4 The Catholic School Council may appoint two or more Community representatives as specified in the By-Laws of the Catholic School Council.
- 3.5 A parish priest or representative from the local parish or a designate from the community will represent the parish on the Catholic School Council.
- 3.6 One Secondary student representative enrolled in the school, who is appointed by the student council, or in an elementary school one student enrolled in the school, who is appointed by the Principal, after consulting with the Catholic School Council.
- 3.7 The Principal and/or Vice-Principal of the school.
- 3.8 One teacher who is employed at the school elected by teachers.
- 3.9 One non-teaching staff member who is employed at the school elected by non-teaching staff
- 3.10 Where appropriate, one parent/guardian representative of a special needs child within the school may be appointed as a special needs advocate.

#### 4. ELECTIONS AND TERM OF OFFICE

- 4.1 Elections shall be held within the first 30 calendar days of the start of the school year, on a date that has been selected by the current Chairperson/Co-Chairperson of the Catholic School Council in consultation with the Principal of the school.
- 4.2 The Principal shall at least 14 days before the date of the election give written notice of the date, time, and location and availability of election forms to every parent who has a student enrolled at the school. This notification may be given by giving the notice to the students for delivery to parents and by posting the notice in the school that is accessible to parents.
- 4.3 Self-nominations are acceptable.
- 4.4 The elections must be organized by the school Principal and any retiring Catholic School Council members, if applicable, in a way that will ensure that all parents and staff have the opportunity to vote for their representatives. The election of parent members shall be by secret ballot.
- 4.5 Principals, with the assistance of the Catholic School Council election committee, are to review and finalize nominations, confirm names on ballots, run the election, and communicate the results.
- 4.6 The term of office for elected positions will be a one-year term, in order to encourage increased parent involvement and leadership. It is recommended that every Catholic School Council will include a statement in their By-Laws such as “that a term for elected officer positions of the Catholic School Council will not exceed two consecutive years”.
- 4.7 Students, staff and non-teaching staff will be elected for a one-year term.
- 4.8 A member of a Catholic School Council may be re-elected or reappointed, unless otherwise provided by the By-Laws of the Catholic School Council.
- 4.9 Names and addresses, and contact information of the Chairperson of the Catholic School Council shall be forwarded to the Director of Education within 30 days of the election.
- 4.10 Names of Catholic School Council members will be published to the school community by the Principal no later than 30 days following the election.
- 4.11 For election purposes, each Catholic School Council may determine the maximum number of parent members to be elected as stated in the By-Laws of the Catholic School Council.
- 4.12 Members of the Catholic School Council will not receive an honorarium or payment for general expenses.

#### 5. ROLES AND RESPONSIBILITIES OF CATHOLIC SCHOOL COUNCIL MEMBERS

The role of a Catholic School Council member carries with it certain responsibilities. The Catholic School Council may define the roles and responsibilities of its members in its own operating By-Laws in addition to the following responsibilities:

- 5.1 Catholic School Council Chairperson/Co-Chairperson (**voting members**) shall:
  - a. Call Catholic School Council Meetings in consultation with the Principal.
  - b. Cooperatively plan the agenda with the Principal.
  - c. Chair the meetings.
  - d. Ensure the minutes of the meetings are recorded, maintained, and posted on the school website.
  - e. Participate as ex-officio members of all committees established by the Catholic School Council.
  - f. Ensure that any views presented in the capacity of Chairperson represent the position of the Catholic School Council.



- 5.2 Parent Representatives (**voting members**) shall:
  - a. Attend and participate in Catholic School Council meetings.
  - b. Solicit views of other parents and members of the community to share with the Catholic School Council.
  - c. Participate in information and training sessions.
  - d. Respond to requests from the Board.
  - e. Observe the Catholic School Council's Code of Ethics and established By-Laws.
  - f. Maintain a school focus on all issues. Meetings are not a forum for discussion about individual students, staff, Catholic School Council members or Trustees.
  - g. Promote the best interests of the Catholic school community.
  
- 5.3 School Principal (**non-voting member**) shall:
  - a. Facilitate the operation of the Catholic School Council,
  - b. Attend every meeting of the Catholic School Council, or direct a designate.
  - c. Support and promote the Catholic School Council.
  - d. Seek input from the Catholic School Council, i
  - e. Act as a resource on laws, regulations, Board policies and collective agreements.
  - f. Communicate with the Chairperson of the Catholic School Council as required.
  - g. Act as the secretary/treasurer of the Catholic School Council.
  - h. Prepare and present a Principal's Report at each Catholic School Council meeting including a financial statement of the Catholic School Council.
  - i. Ensure that copies of the minutes of the meetings are kept at the school and posted on the school website.
  - j. Assist the Catholic School Council in encouraging participation of all groups within the school community.
  - k. Cooperatively plan the agenda with the Catholic School Council Chairperson and forward to all Catholic School Council members a minimum of three calendar days before the meeting date.
  - l. Maintain a full and accurate account of the proceedings and transactions of each Catholic School Council meeting.
  
- 5.4 School Staff, Community, Student, Special Needs, and Parish Priest Representatives (voting members) shall:
  - a. Contribute to the discussions of the Catholic School Council.
  - b. Solicit views and report where applicable at each Catholic School Council meeting.
  - c. Communicate information back to their representative groups.

## **6. MEETING PROCEDURES**

- 6.1 Meetings will open and close with a prayer.
- 6.2 The Catholic School Council shall meet a minimum of four times during the school year.
- 6.3 Meetings will commence on time and not last more than two hours, unless the Catholic School Council agrees to a longer meeting as determined by the By-Laws.
- 6.4 All meetings of the Catholic School Council shall be held at the school and are open to members of the school community.
- 6.5 Catholic School Council meetings shall not proceed unless there is a quorum in attendance. A quorum is fifty percent plus one (50% + 1) of members, but at all times there must be a majority of parents at the meeting as well as the Principal and/or his or her designate.
- 6.6 Substitutes or proxies are not permitted.
- 6.7 The agenda for Catholic School Council meetings shall be distributed to all members a minimum of three days in advance of the meeting.

- 6.8 The Principal shall give written notice or post on the school website of the dates, times and location of the meetings of the Catholic School Council, to every parent of a student who, on the date the notice is given is enrolled in the school.
- 6.9 At the first meeting of the new school year, the Catholic School Council shall elect a parent/guardian to serve as Chairperson and may choose to elect a Co-Chairperson.
- 6.10 Minutes of the meetings are to be recorded and maintained at the school site, posted on the school website, and made available at the office of the school.
- 6.11 The Catholic School Council may establish committees to carry out specific functions and will seek widespread participation in these activities. Every committee of the Catholic School Council must include at least one parent member.
- 6.12 The Catholic School Council shall use consensus, where possible as the usual method for developing recommendations and plans. If voting becomes necessary, a simple majority will be sufficient for a vote on any issue.
- 6.12 The Catholic School Council, in consultation with the Principal of the school, shall inform the general school and parent communities of its activities, through the school website and school newsletters.

## **7. VACANCIES**

- 7.1 The By-Laws of the Catholic School Council shall include the expectation that members attend Catholic School Council meetings regularly, and will include provisions for the Chairperson or Co-Chairperson to determine the intent of members to continue serving on the Catholic School Council if absenteeism occurs on a regular basis.
- 7.2 There will be no discretionary removal of a duly elected or appointed Catholic School Council member before the end of his or her term.
- 7.3 If a vacancy of a parent member occurs, and only if this vacancy changes the simple majority of parents, notification will be given to all families and interested parents will be asked to submit their names to the Principal by a designated date. The Catholic School Council will hold an election in accordance with the By-Laws of the Catholic School Council.
- 7.4 If a vacancy of a community representative occurs, the Catholic School Council may request that the agency appoint another member, may choose a different organization, or, choose not to fill the position.
- 7.5 If a student, teacher or non-teaching representative vacancy occurs, the Principal shall arrange for a replacement where possible.
- 7.6 Individuals filling a vacated position shall hold the position until the term for that position expires.
- 7.7 A vacancy in the membership of Catholic School Council does not prevent the Catholic School Council from exercising its authority to fill the position.

## **8. CODE OF ETHICS**

Catholic School Councils shall establish a code of ethics that outlines expectations of its members and guides their behaviour. The code of ethics shall address such matters as:

- roles and responsibilities of Catholic School Council members,
- conflict of interest and the management of conflict,
- manner in which members are expected to act, and
- the establishment of a process for resolving internal conflict disputes in accordance with Board policy.

## **9. ESTABLISHING BY-LAWS**

- 9.1 Catholic School Councils must develop By-Laws within the first sixty days of the school year to address the following areas:
  - a. Election procedures
  - b. Filling vacancies
  - c. Conflict of interest
  - d. Conflict resolution procedures as per Board Policy No. 800.3
- 9.2 By-Laws governing other areas of operation may also be developed but must be in accordance with any applicable Board policies and Ontario Regulation 612/00.
- 9.3 By-Laws are to be reviewed annually by the Catholic School Council.

## **10. DELEGATIONS**

- 10.1 Individuals may approach the Chairperson or the Principal to be placed on the agenda. This request must be in writing and received at least two weeks before the meeting. The Chairperson, in consultation with the Principal, may approve or deny such requests.
- 10.2 Delegations will be limited to ten minutes.
- 10.3 Following a presentation, the Catholic School Council will decide, whether to amend the agenda at that point, refer it to a future meeting, or take no action.

## **11. RESOLUTION OF CONFLICTS**

If, the Principal, after discussion with the Catholic School Council Chairperson, determines that the Catholic School Council or any of its members have contravened Regulation 612/00 or Board Policy 800.1, , the Principal or Chairperson will discuss the matter with the Family of Schools' Superintendent of Education. Please see the Complaint Resolution Policy No. 800.3.

## **12. FUNDRAISING**

- 12.1 Fundraising activities may be conducted as long as they are in accordance with Board policies and guidelines. Funds raised are to be used for a purpose approved by the Board and/or Principal.
- 12.2 Any funds and assets generated through fundraising activities assisted by the Catholic School Council are the property of the Board.
- 12.3 All fundraising activities conducted by the Catholic School Council must be included in the annual report prepared by the Catholic School Council.

## **13. ANNUAL REPORT**

- 13.1 The Catholic School Council shall submit an annual written report on its activities to the Principal of the school and to the Board. See Appendix A
- 13.2 The Principal shall provide a copy of the report to every parent of a student enrolled in the school by giving the report to the parent's student for delivery or by posting the report in the school that is accessible to parents, or on the school website.

# Appendix A

Please insert School Letterhead

## Catholic School Council Annual Report

Name of School:

Date of Submission:

Names and positions of the Catholic School Council members	
Catholic School Council Chairperson /Co-Chairperson	
Parent Representatives	
Student(s) (if applicable)	
Teaching Staff	
Non-Teaching Staff	
Community Representative(s)	
Principal	
Parish Representative	
Other	
Dates of the Catholic School Council meetings for the school year.	
Meeting Dates	
Goals set for the year and the achievement of these goals	
Goals	Achievement of Goals

**School Council Financial Statement**

<b>FUNDRAISING ACTIVITY</b>	<b>FUNDS RAISED FOR</b>	<b>REVENUE</b>	<b>EXPENSES</b>	<b>PROFIT</b>

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
PUBLIC SESSION  
JANUARY 25, 2011**

**TOPIC: COMPLAINT RESOLUTION POLICY (800.3)**

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**RECOMMENDATION**

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

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Prepared by: John Crocco, Director of Education

Presented by: John Crocco, Director of Education

Date: January 25, 2011

## Niagara Catholic District School Board

### COMPLAINT RESOLUTION POLICY

Adopted: April 28, 1998  
Revised: June 15, 2010  
October 26, 2010  
January 18, 2011

Policy No. 800.3

### 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 values and encourages an open and trusting culture that fosters, in individuals, a sense of comfort, without fear of reprisal. The Board encourages the resolution of conflicts within a process that is accountable, transparent and respectful of the complainant's and the Board's role in resolving conflicts in the best interest of students.

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 or 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 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 and an opportunity for reconciliation between the parties.

Confidentiality of all complaints shall be maintained to the extent practicable and appropriate given the circumstances 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*

*Teaching Profession Act*

*Board By-Laws*

## **Niagara Catholic District School Board**

### **COMPLAINT RESOLUTION POLICY**

Issued: April 28, 1998  
Revised: June 15, 2010  
October 26, 2010  
January 18, 2011

Policy No. 800.3

### **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 Niagara Catholic Trustee or the Niagara Catholic District School Board. Those expressing an oral complaint will be required to put the complaint in writing, dating and signing the complaint to facilitate the investigation.

Anonymous or pseudonymous complaints or material, unless it is believed that such complaint or material references an illegal, abusive or protection matter, or is otherwise believed to be relevant in law will not be considered, copied, distributed, repeated, responded to or entertained by the Board. In consultation with an employees superordinate, anonymous or pseudonymous complaints or material of an illegal, abusive or protection matter will be referred to the appropriate party or parties such as the police and/or Family and Children Services. Anonymous or pseudonymous written complaints received by staff, excluding those which it is believed refer to an illegal, abusive or protection matter will be shredded.

#### **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. In accordance with the Process of Complaint section of these administrative guidelines, written complaints received by superordinates regarding an employee, other than the employees' immediate supervisor, will be redirected to the employees' immediate supervisor.

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 Chairperson 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 employee or the school Principal. If the concern is not resolved at the school level, Trustees 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 will be investigated as provided in the respective Collective Agreements.

Complaints between employees will follow the process outlined within this Policy and Administrative Guidelines. Teachers certified by the Ontario College of Teachers, have a professional obligation to inform a colleague that an adverse report has been made as set out in the Teaching Profession Act



Regulations, unless as set out in the Teaching Profession Act, a teacher suspects that another teacher's behaviour constitutes sexual abuse. In such a case a teacher is not obligated to report a fellow teacher that an allegation of sexual abuse of a student has occurred. In all cases the complainant must strictly adhere to the requirements of the Teaching Profession Act, as it may be amended from time to time.

It is the intent that procedural fairness will be observed in the investigation of a complaint. An employee named in a complaint is presumed innocent until such time as it is concluded through the results of the investigation, that on the balance of probabilities, that the complaint is substantiated. In such case, the Board will endeavour that the employee named in a complaint will be notified of the complaint within one (1) working week of the receipt of the complaint, be provided with the specific allegations being made and an opportunity to respond to the allegations within the complaint. Unless determined by the Police or Family and Children Services, an employee will be given the name of the individual submitting the complaint and provided with a copy of the complaint. The employee 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 with resolving 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 and the Director of Education. Trustees shall declare a conflict of interest with a complaint 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 who is in a conflict situation 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 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 Chairperson 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.

### **Complaint Against the Board, Trustee or Senior Staff**

When a complaint is filed against the Board, or a Trustee, or a Superintendent or the Controller of Plant, depending on the individual the complaint is filed against, the Director of Education will either hear the complaint or reassign the complainant to another Superintendent of Education. An appeal of the decision of a Superintendent of Education rests with the Director of Education and if not satisfied, the Board. An appeal of complaint against a Trustee rests with the Board.

When a complaint is filed against the Director of Education, the Director will notify the Chairperson of the Board, who 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**

The appropriate Board staff will endeavour to act on complaints promptly, and no later than two (2) working weeks from the date of the complaint.

Complainants, who persist in opposing rules, routines and functions of a school or the Board, to the point of complaints being malicious, frivolous, vexatious or harassing of employees, will be advised in a firm and charitable manner that such action will not be condoned or tolerated.

Complaints will not be processed, where the complainants are members of the public who have had a recent opportunity to comment on a Board decision or a similar complaint by the individual has already been processed, or where another process is in place to hear complaints, such as public meetings.

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 Chairperson 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 Board legal counsel, of any decisions taken by the Board in relation to the complaint.

## **Complaint Resolution and Reconciliation**

Upon the resolution of the complaint, the employee's superordinate or in the case of an appeal to the Board, the Director of Education, will meet with all parties involved with the complaint to discuss the resolution of the complaint and endeavour to facilitate an opportunity for reconciliation between the parties.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
PUBLIC SESSION  
JANUARY 25, 2011**

**TOPIC: ADDITION AND ALTERATIONS TO ST. MARK CATHOLIC  
ELEMENTARY SCHOOL  
AWARDING OF CONSTRUCTION CONTRACT**

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**RECOMMENDATION**

**THAT** Niagara Catholic District School Board approve the award of a construction contract to Aldor Builders Limited, for the addition and alterations to St. Mark Catholic Elementary School.

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Prepared by: James Woods, Controller of Plant  
Presented by: James Woods, Controller of Plant  
Approved by: John Crocco, Director of Education  
Date: January 25, 2011



NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

**REPORT TO THE COMMITTEE OF THE WHOLE  
JANUARY 18, 2011**

**ADDITION AND ALTERATIONS TO  
ST. MARK CATHOLIC ELEMENTARY SCHOOL  
AWARDING OF CONSTRUCTION CONTRACT**

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**BACKGROUND INFORMATION:**

Tenders were opened on Thursday January 13 for the addition and alterations to St. Mark Catholic Elementary School, as per the drawings and specifications prepared by Garwood-Jones & Hanham Architects. The results of the tender were as follows:

	<b>Contractor</b>	<b>Bid Price</b>
1.	Aldor Builders	\$1,623,961
2.	Charter Building Company	\$1,636,551
3.	Brouwer Construction (1981) Ltd.	\$1,639,000
4.	TR Hinan Contractors Inc	\$1,649,000
5.	Merit Contractors Niagara Ltd	\$1,672,000
6.	Bromac Construction Ltd	\$1,700,000
7.	Stolk Construction Ltd	\$1,712,680
8.	TRP Construction	\$1,778,000

**TOTAL PROJECT COST**

Given the indicated Contract Price of \$1,623,961 by Aldor Builders, the total project cost would be calculated as follows:

Construction Contract	\$ 1,623,961
Consultant Fees & Disbursements	\$ 220,000
Permits	\$ 10,000
Furniture & Equipment	\$ 50,000
Other Project Costs	\$ 100,000
Contingency	\$ 150,000
Portable Removal and Relocation	\$ 70,000
HST, after rebate	\$ 35,077
	<u>\$ 2,259,038</u>

**PROJECT SCOPE**

The project includes the addition of four new general classrooms and two new Kindergarten classrooms.

**FUNDING**

Funding for the project would be from the following sources:

Primary Class Size Funding	1,437,159
Full Day Early Learning Capital Funding	869,170
	<u>\$ 2,306,329</u>

**MINISTRY OF EDUCATION APPROVAL**

The Ministry granted approval to proceed with this Capital Project for the total amount of \$2,306,329 on June 22, 2010.

**RECOMMENDATION**

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the award of a construction contract to Aldor Builders Limited, for the addition and alterations to St. Mark Catholic Elementary School.

Prepared by: James Woods, Controller of Plant  
Presented by: James Woods, Controller of Plant  
Approved by: John Crocco, Director of Education  
Date: January 18, 2011

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
PUBLIC SESSION  
JANUARY 25, 2011**

**TOPIC: APPROVED MINUTES OF THE SPECIAL EDUCATION  
ADVISORY COMMITTEE MEETING OF DECEMBER 1, 2010**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board receive the Approved Minutes of the Special Education Advisory Committee Meeting of December 1, 2010, as presented for information.



NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

## MINUTES OF THE SPECIAL EDUCATION ADVISORY COMMITTEE MEETING WEDNESDAY, DECEMBER 1, 2010

Minutes of the Meeting of the Special Education Advisory Committee, held on Wednesday, December 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 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	✓		
Sarina Labonte	Community Living-Grimsby, Lincoln & West Lincoln		✓	
Rob Lavorato	Down Syndrome Caring Parents (Niagara)	✓		
Mike Gowan	Autism Ontario	✓		
Jim Wells	John Howard Society of Niagara		✓	
Dianne Radunsky	Ontario Brain Injury Association	✓		
Naomi Gutknecht	Learning Disabilities Association – Niagara	✓		
<b>Trustees</b>				
Gary Crole			✓	
Maurice Charbonneau			✓	

The following staff were in attendance:

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

### **Introductions**

Chair Racine introduced Naomi Gutknecht, new Primary LDA-N representative on the Special Education Advisory Committee.

### **3. Approval of the Agenda**

Moved by Mike Gowan  
Seconded by Rob Lavorato

**THAT** the Special Education Advisory Committee approve the Agenda of the Special Education Advisory Committee Meeting of December 1, 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 November 3, 2010**

Moved by Connie Parry  
Seconded by Heather Schneider

**THAT** the Special Education Advisory Committee approve the Minutes of the Special Education Advisory Committee Meeting of November 3, 2010, as presented.

**CARRIED**

## **B. PRESENTATIONS**

### **1. Connie Parry – Update on Fall 2010 Sector Discussion**

Connie Parry presented information on the Fall 2010 Sector Discussion that was held on October 6<sup>th</sup> at the Nicholas Mancini Centre in Hamilton. The focus of the discussion was in regards to Special Education Funding and ensuring fair distribution of funds throughout Ontario.

### **2. Superintendent Baldasaro and Marcel Jacques – Administration's Role on the SEAC**

Marcel Jacques described administration's role on the SEAC, informing the members that staff is there as a resource to the SEAC in providing answers to questions. In addition, staff facilitates communication between the SEAC and the Board. Superintendent Baldasaro's role includes reporting back any SEAC information to the Director, Superintendents and Board of Trustees. Marcel Jacques' role is operational, providing direction to the Special Education Department.



## **C. VISIONING**

### **1. Goals and Vision for 2010/2011**

#### **1.1 Review of Goals and Objectives including:**

The draft proposed goals for 2010/2011 and completed goals for 2009/2010 were presented to the SEAC members for information and review. There was a discussion in regards to the goals and a decision was made on the focus goals for 2010/2011. The 2009/2010 completed goals will be posted on the Board website.

##### **1.1.1 SEAC Logo**

There was discussion in regards to the SEAC Logo. Superintendent Baldasaro will draft a memo to send out to Secondary Schools in regards to having students create the logo. The draft memo will be provided to the members prior to the January meeting for review.

##### **1.1.2 Follow up on ERT Survey**

The results from the ERT Survey will be used to determine the proposed goals for 2010/2011.

#### **1.2 Succession Planning and Election Proceedings**

Superintendent Baldasaro announced that Election proceedings will take place at the January 12<sup>th</sup>, 2011 SEAC meeting for election of new Chair and Vice-Chairperson to the SEAC. The Inaugural meeting for the Board will be held on Tuesday, December 7<sup>th</sup>, 2010 at Saint Michael Catholic High School.

## **D. BUSINESS ARISING FROM THE MINUTES OF THE MEETING OF NOVEMBER 3, 2010**

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

## **7. Policy Review**

### **7.1 Complaint Resolution Policy**

The Complaint Resolution Policy was sent electronically for the SEAC members to review. Vetting closes on December 10<sup>th</sup>, 2010. Any suggestions can be sent to Chair Racine by December 6<sup>th</sup>, 2010 and she will respond on behalf of the SEAC. Individual responses may also be submitted.

## **E. AGENCY REPORTS**

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

- In November I attended the VOICE SEAC Workshop. The day proved to not only be informative but having the inclusion of other association representatives made for a great opportunity to network. The highlight of the workshop was the PAAC on SEAC Effective Practices Handbook 2010. An important note is that its electronic form can now be updated regularly and feedback and or input from any SEAC member is welcome.

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

- The DSCP Christmas party is being held on December 11, 2010 in Niagara Falls.
- The DSCP Winter Newsletter highlighted the October Conference held in Niagara Falls.

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

- Nil Report

### **4. Association for Bright Children – Connie Parry**

- The change from the annual fee to a donation has been very successful in increasing the number of members to The Association for Bright Children.

### **5. Community Living – Grimsby, Lincoln and West Lincoln – Sarina Labonte**

- Nil Report

### **6. Autism Ontario – Mike Gowan**

- The Annual Dinner Dance was held at Club Capri last week.
- The ten week Social Skills classes are coming to an end and there will be another round in the Spring.
- Santa's annual Holiday Shop is forthcoming.

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

- Nil Report

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

- Nil Report

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

- On November 5 & 6 OBIA had 60+ attendees from all over Ontario who took our “Children and Youth Acquired Brain Injury: Recognizing and Treating Cognitive-Communicative Behaviours That Affect Learning and Community Integration” – Level One Training Program.
- Also, last month alone, our Executive Director Ruth Wilcock presented to over 250 professionals working in Long Term Care facilities (on baseline information on acquired brain injury), rehabilitation programs (on ABI and addictions) and acute care centres (on ABI and addictions) at five different locations throughout Ontario.
- John Kumpf our previous Executive Director taught OBIA’s “Brain Basics” Training Program to approximately 60 professionals who work with individuals who have an acquired brain injury.

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

- LDA-N's Fall social skills and literacy programs just ended. We had 50 children enrolled which was a big improvement in comparison to the past couple years. Winter registration will open on December 6th.

## **F. STAFF REPORTS**

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

- The students are preparing for the Advent Celebrations that will be performed to the parent community in the next few weeks.
- On December 1<sup>st</sup>, Niagara Catholic had its first ever Spelling Bee at Saint Michael Catholic High School for grade 4-8 students. There were 48 students in total, one over-all winner from each elementary school.
- The Royal Canadian Legions are recognizing the winners of the Poem, Essay, and Poster contests.
- Students are practicing their speech writing skills, as the Board Speak Out Public Speaking competition will be taking place in the New Year.

## 2. Ted Farrell – Principal, Secondary

- Special Education classes enjoyed a wonderfully organized cosom hockey tournament at St. Paul High School earlier this month. Students participated in the physical activity during the morning and a dance and social in the afternoon. Many of our Special Education students are looking forward to the St. Francis Christmas Craft Day in December where they will create unique and beautiful Gingerbread Houses.
- Grade 9 and 11 IPRC meetings have been completed.
- Input of accommodations into Maplewood for OSSLT and EQAO has been completed.
- **Blessed Trinity**
  - ◆ The Special Education class is celebrating Advent by continuing to attend Mass weekly at St. Joseph's Roman Catholic Church. After Mass, the Special Education Class enjoy breakfast together as they light the Advent candle for the week. As a Christian Service Project: the class is making bookmarks that will be distributed as gifts to the Parishioners of St. Joseph's for Christmas.
  - ◆ Solidarity Lunch: Special Education staff and students will donate their Friday lunch money one week in order to fund a shopping trip to buy gifts for a needy family that is part of the Blessed Trinity community.
  - ◆ Trip to the Grimsby Museum to enjoy the display "Without Batteries" which involves a historical review of toys. This will be followed by lunch at a restaurant. There will also be a trip to the Superstore for a food preparation class where students will make stir fry for lunch. They will also explore the "Four Fabulous Chocolate Food Groups" where they will make chocolate goodies to share with their families. There will also be a trip to the Bowling Alley.
  - ◆ Two of our Special Education students will be participating at a swim meet at Brock University.
- **Denis Morris**
  - ◆ The Special Education Class is looking forward to participating in the SNAP Program December 2 at Brock University. Our students are also actively involved in several co-ops both within the school and throughout our community. This semester several students have a placement in the cafeteria and the library at Denis Morris and several students are taking part in a placement at Sobeys and Shoppers Drug Mart. Congratulations to all of our students who make a meaningful contribution to our community.
  - ◆ The Denis Morris Special Education Department is also proud to announce the return of the "Best Buddies" Program. Involvement in this program enriches everyone's life and promotes celebration of our differences and unique abilities. The Buddies are planning for some upcoming Christmas activities involving decorating cookies and a Christmas shopping excursion.
- **Holy Cross**
  - ◆ On November 9th, Holy Cross conducted a mock-literacy test for all grade ten students. All students with IEPs received the appropriate accommodations and assistive technology was well used by many. These tests were marked by a team of teachers and a series of in-class, intensive teaching sessions are being planned by our Literacy Team.
  - ◆ Also, our Resource department participated in the first of a series of Software in-services provided by Student Achievement - Special Education staff. Our hope is to take this knowledge and share it within our school by offering our own "in-house" PD opportunities to all staff.

- **Lakeshore Catholic**
  - ◆ Teachers in the Special Education class are using structured teaching (with regards to the set-up of the room, i.e. left to right teacher and me areas, all-done bins, 3 tiered bins, cubby's for independent work). Evaluation criteria for this has been developed as it is a SMART goal and can be directly linked back to IEP.
  - ◆ In addition, as per structured teaching, there are 5 visual schedules set-up and implemented (i.e. 2 using picture books with real pictures, 3 using period by period velcro tear off and a picture for every task). This cuts back on verbal prompts and reinforces independence.
  - ◆ In regards to integrated classes (K coded classes), an evaluation rubric for teachers to use was distributed.
  - ◆ The Special Education class will be having a Christmas Luncheon on December 21<sup>st</sup> whereby students and support staff as well as ERT's and Administration will be invited: Period 1 & 2 students will help prep for the meal and participate in a rotation of various crafts. Students will have the meal during period 3 while listening to Christmas songs and caroling. During the last period the class will be watching a Christmas movie.

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

- A series of Assistive Technology workshops are being held monthly for the Educational Resource Teachers starting in November and ending in April 2011. A copy of this Professional Development schedule was handed out to the members for information.
- Special Education staff will do future presentations on the Connections guidelines and Supervise Alternative Learning Program (SALP).

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

- Superintendent Baldasaro announced the December 7<sup>th</sup> Inaugural meeting of the Board being held at Saint Michael Catholic High School.
- Official Blessings were given by Bishop Bergie for the opening Our Lady of Fatima and St. Joseph Catholic Elementary schools in Grimsby.
- The Nutrition Policy is being revised and a new Diabetes Protocol is being developed.
- Superintendent Baldasaro presented and gave a brief overview of the Board Improvement Plan.

## **G. TRUSTEE REPORTS**

1. **Gary Crole – Trustee**

- Nil Report

2. **Maurice Charbonneau– Trustee**

- Nil Report

## H. NEW BUSINESS

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

### 6.1 PACC on SEAC Handbook – Best Practices

Copies of the PAAC on SEAC Effective Practices Handbook for SEAC Members 2010 was presented to the members for information. Vice-Chair Rosati gave a brief overview of the handbook. There was a suggestion made to include the handbook in the SEAC Orientation package.

7. Policy Review

## I. CORRESPONDENCE

1. Letter received regarding appointment of Niagara Child and Youth Services to the Special Education Advisory Committee as a Community Partner

Moved by Heather Schneider

Seconded by Rob Lavorato

**That** the Niagara Catholic District School Board approve the appointment of Niagara Child and Youth Services to the Special Education Advisory Committee as a Community Partner; Primary Representative: Bill Helmeczi, Director of Mental Health Services; Alternate Representative: Dave Pickett; Address: 3340 Schmon Parkway, Thorold, ON L2V 4X6

**CARRIED**

2. A letter was received from the Durham District School Board regarding the Ministry of Transportation directing the Ministry of Education to remove safety vests from school busses. Staff will follow up with Niagara Student Transportation Services (NSTS) and provide information at the January SEAC meeting. A copy of this letter is hereby attached and forms part of the minutes.

## **J. QUESTION PERIOD**

## **K. NOTICES OF MOTION**

### **1. Notice of intent to bring a motion to the January 2011 meeting regarding Compulsory Special Education Programming for Teachers**

Chair Racine presented a written proposed motion to the SEAC members which will be addressed at the January SEAC meeting. A copy of the proposed motion is hereby attached and forms part of the minutes.

## **L. AGENDA ITEMS – DISCUSSION FOR FUTURE MEETINGS**

### **1. Mobile Intensive Treatment Team (MITT)**

Chair Racine received a letter regarding a possible presentation at the February SEAC meeting. More information is forthcoming.

## **M. INFORMATION ITEMS**

1. Superintendent Baldasaro on behalf of the Niagara Catholic District School Board thanked the SEAC for a wonderful year. She wished everyone a very Merry Christmas and is looking forward to the New Year.
2. Chair Racine thanked everyone for their support.

## **N. NEXT MEETING:**

*Wednesday, January 12, 2011 at 7:00p.m. at the Catholic Education Centre*

## **O. ADJOURNMENT**

Moved by Rob Lavorato

Seconded by Heather Schneider

**THAT** the December 1, 2010 meeting of the Special Education Advisory Committee be adjourned.

**CARRIED**

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

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**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
PUBLIC SESSION  
JANUARY 25, 2011**

**TOPIC: MID-YEAR PROGRESS REVIEW OF THE  
NIAGARA CATHOLIC STRATEGIC DIRECTIONS  
PRIORITY INDICATORS 2010-2011**

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The report on the  
Mid-Year Progress Review of the  
Niagara Catholic Strategic Directions Priority Indicators 2010-2011  
is presented for information.

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Prepared by: John Crocco, Director of Education

Presented by: John Crocco, Director of Education

Date: January 25, 2011





## **REPORT TO THE BOARD MEETING JANUARY 25<sup>TH</sup>, 2011**

### **MID-YEAR PROGRESS REVIEW OF THE NIAGARA CATHOLIC STRATEGIC DIRECTIONS PRIORITY INDICATORS 2010-2011**

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#### **BACKGROUND INFORMATION**

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

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

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

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

As we reached the approximate mid-point of the 2010-2011 academic year, Senior Administrative Council conducted a mid-year review of the progress in achieving the indicators of success within each Strategic Direction and Enabling Strategy. Principals are in the process of conducting similar discussions with staff on the implementation of system priorities and the measurements of success. The results of the mid-year review were collated and reviewed by Senior Administrative Council, Principals and Board staff as a measurement of our success to date in achieving each priority indicator. Following discussions, specific strategies and timelines were designed, as required, to affect the achievement of each indicator by the conclusion of this academic year.

Attached to this report (Appendix B) is a copy of the Mid-Year Progress Review of the Niagara Catholic System Priorities 2010-2011. Within each Strategic Direction and Enabling Strategy is the indicator of success and comments on the measurables to determine the achievement of either *Completed, In Progress or In Development*.

With the majority of indicators directly linked to final achievement results at the conclusion of the 2010-2011 school year, members of Senior Administrative Council, along with Principals and Board staff will collate, analyze and review all data gathered for the 2010-2011 school year and present a final report to the Board and to all stakeholders at the September 2011 Board Meeting.

The Mid-Year Progress Review of the Niagara Catholic Strategic Directions Priority Indicators 2010-2011 is presented for information.

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PREPARED BY: Senior Administrative Council

PRESENTED BY: John Crocco, Director of Education

APPROVED BY: John Crocco, Director of Education

DATE: January 25<sup>th</sup>, 2011

*Attached*

Appendix A - Niagara Catholic Strategic Directions Priority Indicators 2010-2011

Appendix B - Mid-Year Progress Review of the Niagara Catholic Strategic Directions Priority Indicators 2010-2011



## 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 30<sup>th</sup>, 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.



## Niagara Catholic System Priorities – 2010-2011 Mid Year Progress Review

Completed

In Progress

In Development

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

1. To enhance our distinctive Catholic educational system by designing and implementing a Niagara Catholic Faith Formation program, rooted the Board's Vision 2020 Strategic Plan, and integrated into programs and services for students, parents and the community served by the Board by June 2011.



*Indicators and Comments*

- A Niagara Catholic Faith Formation Program linked to the Board's Vision 2020 Strategic Plan is scheduled to be designed and written this year by our Faith Formation Animator. Dialogue continues between the Director of Education and the Diocese of St. Catharines to confirm Niagara Catholic's Faith Formation Animator.
- As discussed with all Principals and Vice Principals in August 2010 and announced to all employees of Niagara Catholic on September 1<sup>st</sup>, 2010, the focus of school-based Faith Formation will be the new Niagara Catholic Virtues Education Model. Through the Student Achievement Department, each month, specifically designated virtues information is sent to all Principals to use with staff as part of monthly Faith Formation and in the delivery of the specific virtue for the month with students and as part of the "big ideas" that provide the foundation for *Teaching-Learning Critical Pathways*



## Niagara Catholic System Priorities – 2010-2011 Mid Year Progress Review

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

*Indicators and Comments*

- In-serving Gr. 11 World Religion's Teachers on the new text World Religions: A Canadian Catholic Perspective, Education (interim) Policy and the Equity and Inclusive Education (interim) Policy;
- Invitation for a Community Focus Group to meet, discuss and offer recommendations on the Equity and Inclusive Education (interim) Policy and the Equity and Inclusive Education Policy; both found on the Board's website as of November 23, 2010.
- In-serving of Child and Youth Workers (CYW), Behaviour Resource Teachers (BRT) and Chaplaincy Leaders on bullying and harassment awareness issues including homophobic bullying, December 6, 2010.
- In-serving of Behaviour Resource Teachers (ERT's) on Aboriginal awareness, specifically Residential Homes and how Aboriginal Students learn, February 16, 2011.
- In-serving of ERT's on the role of Settlement Workers in Schools (SWIS) Niagara within schools, Feb. 16, 2011
- On-going information to the Secondary panel regarding the availability and role of SWIS Niagara within schools.
- On-going review of all current Policies, Procedures and Guidelines ensuring that they support and promote equity, diversity and inclusivity.
- On-going review of all Elementary and Secondary Agendas ensuring that they support and promote equity, diversity and inclusivity.
- Board-wide Student Symposium; overall theme of Equity, Diversity and Inclusiveness. Incorporating faith, leadership, isms, bullying, disabilities, February 25, 2011.
- On-going school-wide recognition of Holy Days using the MultiFaith Calendar and monthly Religious updates.
- School-wide curriculum links to Jesus' homeland (Grade 4), Aboriginal Spirituality (Grade 6), and Social Justice awareness permeating throughout the grades.
- English language learners and newcomer families have immediate access to Settlement Workers in Schools (SWIS Program) to provide settlement services.



## Niagara Catholic System Priorities – 2010-2011 Mid Year Progress Review

Completed

In Progress

In Development

### *Advance Student Achievement For All*

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



*Indicators and Comments*

- One Student Achievement Department Literacy Coach dedicated to supporting this system priority.
- The Early Years/Primary Consultant, the Reading Recovery Teacher Lead, Program Resource Teacher and the Early Years Literacy Coach partner to support early literacy at the eight full day early learning kindergarten program schools.
- Extend early literacy instruction with an additional ten (10) education resource teachers (ERT's) for a total of 20 participating schools. This includes all of our Full Day JK/SK schools and every Full Day Early Learning Kindergarten Program schools for a total of twenty (20) primary schools.
- The Early Years/Primary Consultant and the Reading Recovery Teacher Lead will begin in January 2011 training all of the Early Years teachers at all elementary schools in Early Reading Strategies.





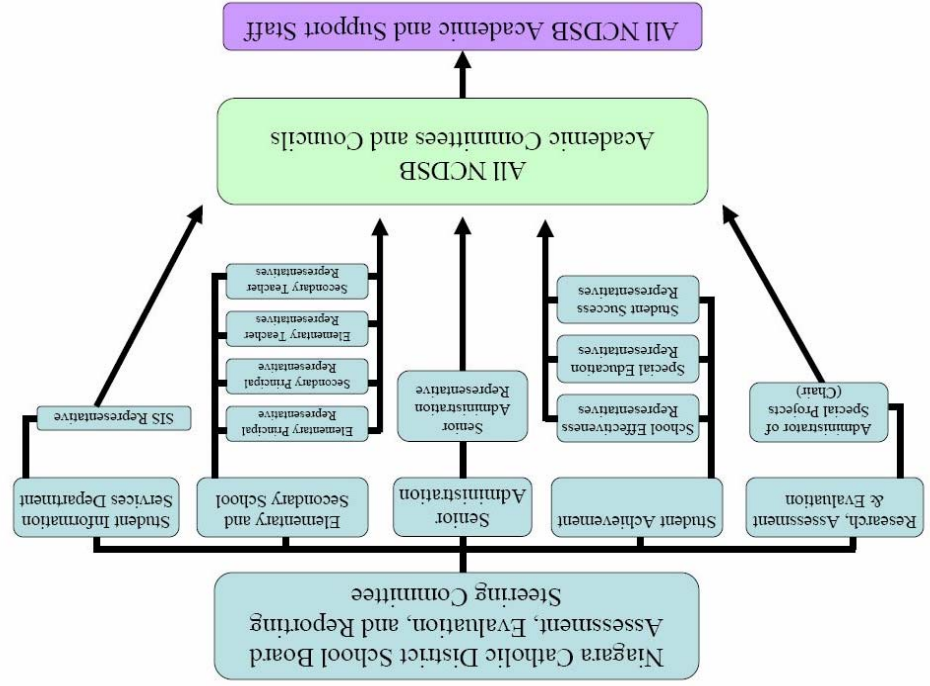
# Niagara Catholic System Priorities – 2010-2011 Mid Year Progress Review

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

*Indicators and Comments*

Niagara Catholic's Growing Success Committee has made significant progress in the implementation of the Ministry of Education's Growing Success document. This committee meets monthly. The following is a snapshot of the current Niagara Catholic developed Growing Success Supports:

- Growing Success Executive Summary
- Elementary Progress Report Card Guide
- Elementary Provincial Report Card Guide
- Secondary Mid-Term Provincial Report Card Guide
- Secondary Provincial Report Card Guide
- Elementary Maplewood Reporting Guide
- Primary, Junior, and Intermediate Provincial Report Card Resource
- Partnership with London Region MISA PNC in the development of the Comment Framework Guide and Supporting Videos
- Interim Expected Practices and Guidelines on Late/Missed Assignments, Plagiarism/Cheating, and Lower-Grade Limit. Principals, Vice-Principals, and Curriculum/Subject Councils will be given the opportunity to provide further feedback on these Guidelines and Expected Practices in February, 2011.



Limit. Principals, Vice-Principals, and Curriculum/Subject Councils will be given the opportunity to provide further feedback on these Guidelines and Expected Practices in February, 2011.





## Niagara Catholic System Priorities – 2010-2011 Mid Year Progress Review

Completed

In Progress

In Development

*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.- continued -*

- Professional Development Opportunities:
  - Principals and Vice-Principals, August 2010 Growing Success Overview
  - All Academic Staff on the September 2, 2010 PA Day Growing Success Overview
  - Elementary Principals and Vice-Principals September 2010 – Elementary Progress Report Card
  - Secondary ESL/FSL Teachers November 16, 2010 – Growing Success Overview
  - NTIP – November 19, 2010 – Growing Success Overview & Learning Goals/Success Criteria
  - Elementary Teachers – January 18 & 19, 2011 – Elementary Provincial Report Card, Comment Development, and Learning Goals/Success Criteria
  - Secondary Principals and Teachers – March 2011 – Secondary Comment Development
  
- Updating of Maplewood to accommodate the Growing Success Student Achievement Reporting changes
- Sample Elementary and Secondary Evaluation Comment Anchors developed as system supports for teacher report card comment writing.
- Developing success criteria from curriculum expectations and curriculum mapping is embedded in all Elementary Teaching Learning Critical Pathway (TLCP) Hub sessions.
- Collaborative Inquiry for Learning Mathematics (CIL-M) Sessions – teachers are developing an understanding that the ‘Learning Goal’ drives the lesson through the constructivist approach and is the focus of the ‘Reflect & Connect’ (3<sup>rd</sup> part of 3-part lesson)
- Lesson goals modelled for teachers at the beginning of all teacher in-servicing sessions.
- Secondary TLCPs embedded learning goals and success criteria and linked to assessment to guide classroom instruction.



## Niagara Catholic System Priorities – 2010-2011 Mid Year Progress Review

In Development	In Progress	Completed	✓	<p>3. To advance student achievement through Ministry of Education, Board and School initiatives on Provincial EQAO Primary and Junior Assessments, EQAO Secondary Mathematics Assessment, and the Ontario Secondary School Literacy Test (OSSLT) an average of 2% by June 2011.</p>
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*Indicators and Comments*

- Distribution of sufficient copies of EQAO's sample booklets of the Primary, Junior, Grade 9 and OSSLT for all students who will write these assessments during the 2010-2011 school year. These sample booklets will allow teachers to perform diagnostics and to allow students the opportunity to experience what an EQAO assessment involves.
- The Board Improvement Plan provides for the following SMART Goals to facilitate student achievement on the EQAO Assessments:

### LITERACY SMART Goal

To reduce the achievement gap between males and females by improving the achievement of male students in Literacy on EQAO provincial assessments by 5% June 30, 2011.

### NUMERACY SMART Goal

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

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



## Niagara Catholic System Priorities – 2010-2011 Mid Year Progress Review

Completed

In Progress

In Development

*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 – continued –*

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

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



*Indicators and Comments*

Academic interventions include:

- An increase in our Specialist High Skills/Major Programs (SHSM) to 25 programs within 10 sectors.
- An enhancement to our Mentor Connector/Homework Help initiative.
- Identifying all “at-risk” students within the secondary panel and connecting them with an individualized “Educational Support Plan” with a “caring adult”.
- Developing a plan to re-engage the 12+ drop-outs.
- Expanding co-op opportunities.
- Promoting and expansion of our after-school homework help program (P3).
- Support for our graduating students through our senior Crown Ward Championship Team
- Enhancing a seamless transition to and from our Start Series Programs(Fresh Start suspension/expulsion and Jump Start - attendance issues).



# Niagara Catholic System Priorities – 2010-2011 Mid Year Progress Review

Completed
In Progress
In Development

## Provide Supports for Success

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

- Several Professional Development opportunities have occurred for staff (Principals, Educational Assistants, Child and Youth Workers, Educational Resource Teachers, Student Success Teachers, etc) since September 2010.
- Through the work of the Student Support Leadership Initiative(SSL) the following is taking place in Niagara Catholic
  - Niagara Child and Youth Services (NCYS) are providing staff (at the School Based Team Meeting) in a "Pilot" project at one elementary and one secondary school.
  - The "Working Together For Kid's Mental Health" project (currently in 4 elementary schools and 1 secondary school), is using identification tools to assist ERT's in the identification of potential Mental Health difficulties. In addition, this group of community partners are developing a "Professional Development Workshop" template to be used with staff to enhance their knowledge about Mental Health.
  - To enhance parent engagement the SSL is organizing a "Focus Group" of parents to gather information to make informed decisions about Mental Health in the Niagara region.
- The Stop Now and Plan (SNAP) project is currently running in ten (10) classes through-out Niagara Catholic. An additional ten (10) classes will begin the program in the winter.



## Niagara Catholic System Priorities – 2010-2011 Mid Year Progress Review

Completed

In Progress

In Development

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

✓

*Indicators and Comments*

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

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



## Niagara Catholic System Priorities – 2010-2011 Mid Year Progress Review

Completed
In Progress
In Development

### Enhance Technology for Optimal Learning

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



#### *Indicators and Comments*

- Creation of the Niagara Catholic Teaching and Learning through Innovative Technology Committee.
- Student Achievement Department Survey of current elementary technology used to support classroom instruction as it pertains to the current computer image of available teacher/student software.
- Development of a Niagara Catholic Blueprint for Technology by March 2011 for presentation to Senior Administrative Council and then to the Board in the spring of 2011 to align with the 2010-2011 Annual Budget.
- Student Achievement Department support of a wireless, Apple iPad Grade Eight pilot classroom at St. Michael Catholic Elementary School.



## Niagara Catholic System Priorities – 2010-2011 Mid Year Progress Review

Completed

In Progress

In Development

2. To implement a Niagara Catholic Data Warehouse Program in all elementary and secondary schools by June 2011.



*Indicators and Comments*

- The Research, Assessment, and Evaluation Department, Technology Department, and the Student Information Department continue to hold bi-weekly progress meetings on the implementation of the Niagara Catholic's Data Warehousing Technologies through Paradigm Shift Technologies Group Inc (PSTGI). The following is a snapshot of the current and future progress on these technologies:

**PSTGI APlus Tool**

**Staffing**

- Staff in place to assist with the day to day duties of the Student Information Services Department (i.e. OnSIS, Maplewood, etc) and assist with the transition from the Maplewood Legacy to Maplewood Enterprise that will involve extensive data cleansing and validation. This employee will assist the Research, Assessment & Evaluation Department in data extracts, report generation, workshop delivery, etc.

**Maplewood Enterprise**

- Transition from Maplewood Legacy to Maplewood Enterprise has begun.
- Technology Department will facilitate the initial transition from SQL 2000 to SQL 2005 to SQL 2008. Web servers will also be upgraded.
- Migration of achievement data facilitated by the Technology Department and Student Information Services Department.
- Test Migration to Maplewood Enterprises as facilitated by Student Information Services Department.
- Data Warehousing validation begins as facilitated by Student Information Services Department in consultation with PSTGI.



## Niagara Catholic System Priorities – 2010-2011 Mid Year Progress Review

Completed
In Progress
In Development

- Selection of field testing schools (5 elementary and 1 secondary) for PSTGI APlus as facilitated by Student Information Services and Research, Assessment and Evaluation.
- Development of Workshop plan and materials for APlus as facilitated by Research, Assessment & Evaluation Department in consultation with PSTGI.
- APlus Field Testing Plan finalized and approved by Senior Administrative Council
- APlus Field Testing Schools receive training and commence testing.
- APlus Field Testing to be expanded to an additional five (5) elementary and one (1) additional secondary school
- APlus Training will be provided to these additional Field Testing Schools.
- Feedback survey to key stakeholders is developed and implemented to generate addition information for future rollout to the system facilitated by the Research, Assessment & Evaluation Department.
- Data Warehousing Technologies Committee to review whether PSTGI's APlus has been successfully implemented as it related to Niagara Catholic's Data Warehousing Priority.

Development of a district-wide roll out plan for PSTGI's APlus that will commence in September 2011.

### PSTGI Collection Plus Tool

- Continued discussions will take place between PSTGI, SISD and the Research, Assessment & Evaluation Department (RAED) in regards to the validation, cleansing and any other issues in reference to classroom data as they relate to PSTGI's Collection Plus facilitated through SISD.
- Development of Roll Out Plans that will include Pilot Schools mentioned above.
- Development of training materials and the delivery of staff training facilitated by RAED
- Implementation of Collection Plus at the Pilot Schools facilitated by SISD and RAED.
- Review of the status of Collection Plus implementation at the pilot schools
- If piloting is deemed to have been successful, the pilot will be expanded to additional schools as facilitated by SISD and RAED and then expanded to all elementary schools in Niagara Catholic.
- Training methods will be developed to facilitated expansion of the use of Collection Plus to all elementary schools as facilitated by RAED.
- Data collection through the Data Collection tool continues.





## Niagara Catholic System Priorities – 2010-2011 Mid Year Progress Review

Completed

In Progress

In Development

### *Building Partnerships and Schools as Hubs*

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

✓

*Indicators and Comments*

- Niagara Catholic Poverty Reduction and Awareness Committee partnership with the Niagara Region and various community agencies (e.g. YMCA, RAFT, Canadian Tire) are currently confirming partnerships involving community service providers and Niagara Catholic facilities.
- Signed partnership agreements will be confirmed by June 2011.

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

✓

*Indicators and Comments*

- The Research, Assessment, and Evaluation Department is a member of the London Region MISA PNC's project entitled "School Board University Research Exchange" (SURE). The focus of the SURE project is to expand collaboration between school boards and faculties of education on education-based research projects.
- On December 2, 2010, a presentation was made by the Research, Assessment and Evaluation Department to Brock University's Faculty of Education students and staff on Niagara Catholic's current research process and research interests.
- On January 21, 2011, a second Presentation will be made to Brock University on the development of research collaboration between their Faculty of Education and Niagara Catholic.



## Niagara Catholic System Priorities – 2010-2011 Mid Year Progress Review

<b>Completed</b>
<b>In Progress</b>
<b>In Development</b>

*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. – continued –*

- In the Spring 2011, a focus group will be formed to discuss future collaborative research projects.
- Revisions to the Board's current Research Policy to allow for greater collaboration between Niagara Catholic and outside organizations in the area of Education-based Research.
- The following is a list of the current research projects that have been brought to the Board's Research Ethics Review Committee and approved:
  - Niagara Prosperity Initiative
  - Mental Health of deaf, Deaf and hard of hearing children and youth in Ontario
  - Working Together for Kid's Mental Health
  - Social Determinants of Child Hypertension
  - Every Children's Program
  - A Study of Beliefs and Emotions in Girls' High School Physical Education
  - The 2011 Ontario Student Drug Use and Health Survey (OSDUHS)
  - Development of Face Perceptions (2010-2011)
  - Knowledge Creation and Mobilization Processes: The Principal's Role in Fostering Student Achievement
  - Niagara Senior Kindergarten Parent Survey
  - 2010-2011 Youth Smoking Survey (YSS)
  - The College Access and Careers Success Guide - Resources to Increase Skills Development and Labour Market Participation in Ontario: The Career Guidance Needs of Grade 10 Students in Ontario
  - The Early Development Instrument (EDI) 2011



## Niagara Catholic System Priorities – 2010-2011 Mid Year Progress Review

Completed

In Progress

In Development

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



*Indicators and Comments*

- Through a variety of strategies in 2010-2011 we continue to build capacity through improved communication and information sessions for Trustees; Faith Formation and conferences for Catholic School Council and Niagara Catholic Parent Involvement Committee members, school-based Parental Engagement / PRO Grant / Student Voice Programs; continued enhancements to the Board web-site; Spotlight on Niagara Catholic; Facebook; Twitter; Director’s Monthly Video; eCommunity; voice communication to families; regular letters to administrative, academic and support staff; letters to parents; Director presentations to various community groups (Knights of Columbus etc); news releases for parish bulletins; local media and OCSTA.
- At each Committee of the Whole Meeting, presentations will be made by members of the Student Achievement and Human Resources Professional Development Department outlining the key focus of improving student achievement, staff professional growth and wellness.
- A Trustee and Senior Staff Faith Formation Retreat is scheduled for February 2011 with Bishop Bergie.



## Niagara Catholic System Priorities – 2010-2011 Mid Year Progress Review

Completed
In Progress
In Development

### *Strengthen Human Resource Practices and Develop Transformational Leadership*

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

- The Principal and Vice Principal Performance Appraisal legislation and administrative guidelines have been designed and placed on the Board intranet for all administrators to access.
- Senior Administration, Principals and Vice-Principals have been in serviced on the P.P.A.
- A five (5) year cycle has been established for the Principal Vice-Principal Performance appraisal process.
- Principals and Vice Principals placed on performance appraisal for 2010-2011 have been notified by their supervisors and the appraisal process is underway.
- The Catholic Leadership Framework which is the foundation of Principal Performance Appraisal (P.P.A.) has been incorporated into the Catholic Leadership: Principal and Vice-Principal Selection Policy and Administrative Guidelines.
- Human Resources Department will annually track administrators under P.P.A.



## Niagara Catholic System Priorities – 2010-2011 Mid Year Progress Review

Completed

In Progress

In Development

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



*Indicators and Comments*

- The Niagara Catholic District School Board’s Leadership Internship Program (LIP) is a leadership succession strategy whereby teachers who meet certain criteria are invited to apply to the program which will allow them to explore their educational leadership potential.
  - Minimum of five (5) years of successful teaching
  - Professional Profile
  - Completion of OCSTA/OECTA Part 1 Religious Education AQ qualification
  - Specialist Certification in at least one(1) program area
  - Principal support
  - Interview
  
- The program lasts over two years and has the following components:
  - Four (4) group meetings per year
  - System leadership involvement (Eg., Education Week Public Displays)
  - Faith Formation
  - Coaching
  
- Committee Members:
  - Mario Ciccarelli, Andrew Boon, Frances Brockenshire, Lori Spadafora, Patsy Rocca , Khayyam Syne
  - Frank Iannantuono
  
- Meeting Dates:
  - January 19, 2011, February 23, 2011, Wednesday, April 20, 2011 and Friday, May 20, 2011
  
- Program implementation for the two (2) year program will be ongoing for 2010-2012.



## Niagara Catholic System Priorities – 2010-2011 Mid Year Progress Review

Completed
In Progress
In Development

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



*Indicators and Comments*

- The program will consist of the following dimensions:
  - Leadership Self Review
  - Mentoring relationship with immediate supervisor
  - Mentoring/Coaching Workshop(s)
  - Mentoring/Coaching Conference Attendance
- Leadership Self Review:
  - The completion of the self-review tool will inform the mentoring aspect of the program
- Mentoring relationship with immediate supervisor:
  - A Mentoring/Coaching log will be created
  - This log will form the basis of the Annual Growth Plan
  - Three documented meetings will occur
  - Performance Plan will be created for the Principal Performance Plan (PPA) process
  - Summative Report (PPA) will document the success of the first year's performance
- Mentoring/Coaching Workshop
  - Mandatory attendance of at least one workshop given by Board's Coaching Team
- Mentoring/Coaching Conference Attendance
  - Attendance at the CPCCO Summer Coaching and Mentoring program for Educational Leaders



## Niagara Catholic System Priorities – 2010-2011 Mid Year Progress Review

Completed

In Progress

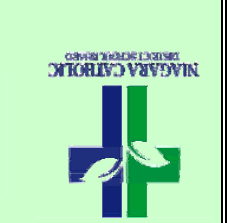
In Development

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



*Indicators and Comments*

- Analysis of Absence and Substitute Management was conducted with eSchool Solutions on December 15<sup>th</sup>, 2010.
- Analysis included:
  - 2009-2010 school year highlights
  - Board to Board comparison
  - Fall 2010 performance results
  - Absence and substitute cost control
  - Custodial call out implementation
  - Smart Find Express 2.0 absence approval system
  - Fill rate of minimum of 98%
- Plans for 2011
  - Call out absences pending Human Resource approval
  - Absence and substitute cost control
  - Monitor custodial success with Smart Find Express (SFE)
  - Professional Development and Training for Human Resource staff
  - Development of Attendance Support Program
- It is anticipated that with the design of the Niagara Catholic Attendance Management Program completed, field testing and training for Human Resource staff will occur over the next few months. The Niagara Catholic Attendance Management Program will be operational by June 2011.



## Niagara Catholic System Priorities – 2010-2011 Mid Year Progress Review

<b>In Development</b>	<b>In Progress</b>	<b>Completed</b>	
		✓	<p>5. To develop and implement a Niagara Catholic Exit Interview process for all retirements and/or resignations by January 2011.</p>
			<i>Indicators and Comments</i>
			<ul style="list-style-type: none"> <li>• Design of Exit Questionnaire and Interview is complete.</li> <li>• Partnership agreement has been established with Niagara College to conduct exit interviews for employees within each organization.</li> <li>• Results of Exit Questionnaires and interviews will be presented to Senior Administrative Council on an annual basis.</li> </ul>





## Niagara Catholic System Priorities – 2010-2011 Mid Year Progress Review

Completed

In Progress

In Development

### Create Equity and Accessibility of Resources

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



*Indicators and Comments*

- Currently all eight (8) secondary schools and eighteen (18) elementary schools are networked to explore the implementation of the Teaching Learning Critical Pathway as expected and embedded classroom practice.
- Student Achievement Department exploring Teaching Learning Critical Pathway transferable skills to other curricula areas.

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



*Indicators and Comments*

- Currently all eight (8) secondary schools (Grade 9 Academic and Applied Mathematics) and nineteen (19) elementary schools are networked to explore the implementation of the Collaborative Inquiry for Learning and Mathematics as expected and imbedded classroom practice.
- Student Achievement Department supporting Collaborative inquiry in Mathematics transferable skills to all divisions in the elementary panel.



## Niagara Catholic System Priorities – 2010-2011 Mid Year Progress Review

In Development	In Progress	Completed	
	✓		<p>3. To implement a plan to identify and remove barriers to individuals with disabilities in all Board facilities as identified in the 2010-2011 Niagara Catholic Accessibility Plan by June 2011.</p>
			<i>Indicators and Comments</i>
			<ul style="list-style-type: none"> <li>• Barriers were identified and outlined in the Annual Accessibility Plan for the Niagara Catholic District School Board September 2010- August 2011 and it addresses plans for accessibility in each area: architectural, attitudinal, communication, technology, systemic.</li> <li>• The Equity and Inclusive Education Policy and the Equity and Inclusive Education Religious Accommodation Policy were approved; both are located on the Board's website as of November 23, 2010.</li> <li>• A Diabetes Protocol is currently under development.</li> <li>• An in-service for all staff regarding the Customer Service Policy is scheduled.</li> <li>• In-service for all Elementary ERTs and all Secondary Special Education Program Chairs, Principals and two teachers on the <u>Learning For All</u> document is taking place this school year.</li> </ul>



# Niagara Catholic System Priorities – 2010-2011 Mid Year Progress Review

Completed

In Progress

In Development

## ***Ensure Responsible Fiscal and Operational Management***

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

✓

*Indicators and Comments*

- The Business and Financial Services, Plant Services and Human Resources Departments are in the process of finalizing departmental Operational Plans.

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

✓

*Indicators and Comments*

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



## Niagara Catholic System Priorities – 2010-2011 Mid Year Progress Review

Completed	In Progress	In Development			
			✓		
			<p>3. To establish an Audit Committee and an internal audit function in compliance with emerging Ministry of Education requirements by January 2011.</p>		
			✓		
			<p><i>Indicators and Comments</i></p> <ul style="list-style-type: none"> <li>Niagara Catholic is in full compliance with Regulation 361/10 to establish an Audit Committee by January 31<sup>st</sup>, 2011. At the December 2010 Board Meeting, the Board approved the Audit Committee and Senior Staff has initiated the advertisement for two (2) external members of the Audit Committee to join three (3) current Trustees of the Board.</li> <li>All Audit Committee members along with the Director of Education and the Superintendent of Business and Finance will attend a Ministry of Education training session in February 2011.</li> </ul>		
			✓		
			<p>4. To develop a Green Clean Program in three pilot facilities for September 2010 and to analyze effectiveness against measurables and commence a Niagara Catholic Green Clean Program in all Board facilities by April 2011.</p>		
			<p><i>Indicators and Comments</i></p> <ul style="list-style-type: none"> <li>A Niagara Catholic Green Clean Program has been implemented successfully in all facilities. A full day workshop was held with all custodians; installation of new dispensing systems and products along with site based training has been completed.</li> <li>An analysis to compare the efficiencies of the new products and methods in cleaning, sanitizing, health, cost and effort is currently underway with a final report scheduled for June 2011.</li> </ul>		



## Niagara Catholic System Priorities – 2010-2011 Mid Year Progress Review

Completed

In Progress

In Development

### Address Changing Demographics

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

✓

*Indicators and Comments*

- New installation of energy efficient boilers, windows, lighting, automation systems and motion sensors were carried out over the summer months. Consumption data for the last several years will be compared with this year's data and a final report is scheduled for June 2011.

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

✓

*Indicators and Comments*

- Enrolment projections are complete. Currently analyzing effects of various boundary revisions on facility utilization in Niagara Falls, St. Catharines and Welland to present to the three Attendance Ad Hoc committees.

Completed – January 21<sup>st</sup>, 2011

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
PUBLIC SESSION  
JANUARY 25, 2011**

**TOPIC: EXPANSION OF SCOEP PROGRAM**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board investigate the possible expansion of the SCOEP Program, by utilizing the new Jericho House Facilities, beginning September 2011.

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Prepared by: John Crocco, Director of Education

Presented by: John Crocco, Director of Education

Date: January 25, 2011



NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

**REPORT TO THE BOARD MEETING  
JANUARY 25, 2011**

**NOTICE OF MOTION  
EXPANSION OF SCOEP PROGRAM**

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**BACKGROUND INFORMATION**

Former Trustee and Vice-Chairperson of the Board John Dekker put forth the following Notice of Motion regarding the possible expansion of the SCOEP Program at the November 23, 2010 Board Meeting.

The Notice of Motion was subsequently presented at the December 21, 2010 Board Meeting.

**“THAT** the Niagara Catholic District School Board investigate the possible expansion of the SCOEP Program, by utilizing the new Jericho House Facilities, beginning September 2011.”

**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board investigate the possible expansion of the SCOEP Program, by utilizing the new Jericho House Facilities, beginning September 2011.

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Prepared by: John Crocco, Director of Education

Presented by: John Crocco, Director of Education

Date: January 25, 2011

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
PUBLIC SESSION  
JANUARY 25, 2011**

**TOPIC: FINANCIAL REPORTS  
MONTHLY BANKING TRANSACTIONS  
DECEMBER 2010**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the report on the Monthly Banking Transactions for the month of December 2010, as presented.

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

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

Approved by: John Crocco, Director of Education

Date: January 25, 2011





NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

**REPORT TO THE BOARD  
JANUARY 25, 2011**

**MONTHLY BANKING TRANSACTIONS  
FOR THE MONTH OF DECEMBER, 2010**

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**BACKGROUND INFORMATION**

In accordance with the Monthly Financial Reports Policy Statement, we are pleased to enclose the Monthly Banking Transactions for the month of December 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 December 2010 as presented.

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Prepared by: Larry Reich, Superintendent of Business & Financial Services  
Presented by: Larry Reich, Superintendent of Business & Financial Services  
Approved by: John Crocco, Director of Education  
Date: January 25, 2011

Appendix A

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD REPORT ON BANKING TRANSACTIONS		
SUMMARY OF BANK TRANSACTIONS FOR THE MONTH OF:		DECEMBER, 2010
DESCRIPTION OF ITEMS		BANK ACCOUNT
<b>CASH BALANCE AT BEGINNING OF MONTH</b>	(A)	<b>25,797,886</b>
<b>OPERATING CASH RECEIPTS FOR THE MONTH</b>		
1. GENERAL LEGISLATIVE GRANTS		15,119,850
2. OTHER GRANTS (EPO, O.E.Y.C.)		508,180
3. INTEREST REVENUE		27,303
4. MUNICIPAL TAXES		12,336,796
5. TUITION FEES REVENUE - A.C.E. & OTHER		79,251
6. CHARITABLE DONATIONS		22,800
7. GOVERNMENT REBATES (GST 88% REBATE ON TAXABLE PURCHASES)		0
8. RECOVERY OF COSTS (LTD, WCB, BENEFITS, OTHER REIMBURSEMENTS)		185,542
9. OTHER CASH RECEIPTS - Reimbursements of Employee Benefits - Green Shield Refund		14,654 0
10. PROCEEDS FROM DEBENTURE ISSUE (NET)		0
11. CAPITAL LOAN PRINCIPAL ADVANCES		0
<b>TOTAL OPERATING CASH RECEIPTS AND LOAN ADVANCE</b>	(B)	<b>28,294,376</b>
<b>OPERATING CASH DISBURSEMENTS FOR THE MONTH</b>		
1. ACCOUNTS PAYABLE (NET OF CANCELLED CHEQUES AND DEBT REPAYMENTS)		(23,956,872)
2. TEACHER PENSION DEDUCTIONS		(1,318,048)
3. O.M.E.R.S. PENSION DEDUCTIONS		(372,892)
4. CANADA SAVINGS BONDS DEDUCTIONS		(158,795)
5. TRANSFER TO 4 OVER 5 TRUST ACCOUNTS		(63,475)
6. OTHER DEBITS		(37,827)
7. INTEREST PAYMENTS ON CAPITAL DEBT		0
8. PRINCIPAL PAYMENTS ON CAPITAL DEBT		0
<b>TOTAL OPERATING CASH DISBURSEMENTS</b>	(C)	<b>(25,909,910.11)</b>
<b>CASH BALANCE AT END OF MONTH</b>	A + B - C = D	(D) <b>28,182,351</b>

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD REPORT ON LOAN BALANCES				
SUMMARY OF LOAN BALANCES AS AT : DECEMBER, 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.	(12,674,199.57)			(12,674,199.57)
2. GPL2 Loan 25 YR.	(9,777,075.01)			(9,777,075.01)
3. GPL3 Loan 25 YR.	(4,534,798.96)			(4,534,798.96)
4. Debenture (Niagara Region)	(1,829,000.00)			(1,829,000.00)
5. Debenture (Niagara Region)	(3,168,000.00)			(3,168,000.00)
6. Capital Projects - Completed 2001	(20,444,422.72)			(20,444,422.72)
7. Capital Projects - Completed 2002/03	(21,893,889.34)			(21,893,889.34)
8. Capital Projects - Completed 2004/05	(8,873,227.36)			(8,873,227.36)
9. Capital Projects - Completed 2005/06	(7,939,010.37)			(7,939,010.37)
<b>Total Debentures &amp; Capital Loans</b>	<b>(90,933,623.33)</b>	0.00	0.00	<b>(90,933,623.33)</b>

PREPARED BY : William Tumath  
PRESENTED BY: Larry Reich

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
PUBLIC SESSION  
JANUARY 25, 2011**

**TOPIC: FINANCIAL REPORTS  
STATEMENT OF REVENUE & EXPENDITURES  
DECEMBER 31, 2010**

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**RECOMMENDATION**

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

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

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

Approved by: John Crocco, Director of Education

Date: January 25, 2011



NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

**REPORT TO THE BOARD  
JANUARY 25, 2011**

**STATEMENT OF REVENUE AND EXPENDITURES  
AS AT DECEMBER 31, 2010**

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In accordance with the Monthly Financial Reports Policy Statement, we are pleased to enclose the Statement of Revenue and Expenditures as at December 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 December 31, 2010 as presented.

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Prepared by: Larry Reich, Superintendent of Business & Financial Services  
Presented by: Larry Reich, Superintendent of Business & Financial Services  
Approved by: John Crocco, Director of Education  
Date: January 25, 2011

# Appendix A

## NIAGARA CATHOLIC DISTRICT SCHOOL BOARD SUMMARY OF REVENUE AND EXPENDITURES AS AT DECEMBER 31, 2010

ACCOUNT DISCRIPTION	THIS YEAR					LAST YEAR		
	<u>EXPENDED</u>	<u>BUDGET</u>	<u>% AVAIL</u>	<u>\$ AVAIL</u>	<u>COMMITTED</u>	<u>EXPENDED</u>	<u>BUDGET</u>	<u>% AVAIL</u>
<b>REVENUE</b>								
REVENUE	-90,261,134	-242,123,103	62.7%	-151,841,969	0	66,384,821	-230,111,033	137.5%
<b>TOTAL REVENUE</b>	<b>-90,261,134</b>	<b>-242,123,103</b>	<b>62.7%</b>	<b>-151,841,969</b>	<b>0</b>	<b>66,384,821</b>	<b>-230,111,033</b>	<b>137.5%</b>
<b>EXPENDITURES</b>								
BOARD ADMINISTRATION	2,778,575	7,478,758	62.8%	4,700,183	268,660	2,420,741	7,315,444	66.9%
ELEMENTARY SCHOOLS	40,487,831	116,883,621	65.4%	76,395,990	364,863	36,390,990	108,279,161	66.4%
SECONDARY SCHOOLS	22,793,044	66,994,977	66.0%	44,201,933	446,260	22,197,627	65,163,057	65.9%
CONTINUING EDUCATION	1,897,612	5,706,458	66.7%	3,808,846	62,651	1,926,822	6,497,202	70.3%
PLANT OPERATIONS	5,602,165	17,878,648	68.7%	12,276,483	628,279	4,860,062	16,631,386	70.8%
PLANT MAINTENANCE	1,008,735	3,275,833	69.2%	2,267,098	202,179	957,131	3,538,658	73.0%
TRANSPORTATION	3,797,124	10,462,843	63.7%	6,665,719	8	2,118,488	10,641,107	80.1%
CAPITAL AND OTHER EXPENDITURES	2,731,725	13,441,765	79.7%	10,710,040	682,057	2,747,627	12,045,018	77.2%
<b>TOTAL EXPENDITURES</b>	<b>81,096,811</b>	<b>242,123,103</b>	<b>66.5%</b>	<b>161,026,292</b>	<b>2,654,957</b>	<b>73,619,488</b>	<b>230,111,033</b>	<b>68.0%</b>

PREPARED BY : William Tumath  
Finance Department

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN**  
**FOR THE PERIOD ENDED ENDED: DECEMBER 31, 2010**

**BOARD ADMINISTRATION**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE				
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL		
<b>SALARY &amp; BEN - TRUSTEES</b>										
<b>SALARY &amp; BEN - TRUSTEES</b>										
31 101	TRUSTEE HONORARIUM	32,161	101,022	68.2	68,861	0	32,274	101,821	68.3	
31 201	BENEFITS - TRUSTEES	1,472	5,337	72.4	3,865	0	1,410	5,392	73.9	
31 317	PROFESSIONAL DEVELOPMENT (NT)	4,022	30,000	86.6	25,978	0	2,232	30,000	92.6	
31 361	TRAVEL EXPENSE	1,620	5,000	67.6	3,380	0	1,041	10,000	89.6	
31 408	NETWORK SYSTEM	960	0	0.0	960-	0	960	0	0.0	
31 413	COURIER & MOVING	896	2,000	55.2	1,104	0	1,042	5,000	79.2	
31 552	ADDITIONAL - COMPUTERS	16,799	0	0.0	16,799-	0	3,047	0	0.0	
31 701	OCSTA & OCSOA FEES	82,085	70,000	17.3-	12,085-	0	78,969	75,000	5.3-	
<b>TOTAL - SALARY &amp; BEN - TRUSTEES</b>		<b>140,015</b>	<b>213,359</b>	<b>34.4</b>	<b>73,344</b>	<b>0</b>	<b>120,975</b>	<b>227,213</b>	<b>46.8</b>	
<b>SALARY &amp; BEN - SENIOR STAFF</b>										
32 102	SENIOR STAFF	365,438	1,051,869	65.3	686,431	0	351,205	1,006,522	65.1	
32 202	BENEFITS - SENIOR STAFF	22,582	90,880	75.2	68,298	0	21,420	88,765	75.9	
<b>TOTAL - SALARY &amp; BEN - SENIOR ST</b>		<b>388,020</b>	<b>1,142,749</b>	<b>66.0</b>	<b>754,729</b>	<b>0</b>	<b>372,625</b>	<b>1,095,287</b>	<b>66.0</b>	
<b>SALARY &amp; BEN - MANAGERS</b>										
33 103	DEPARTMENT MANAGERS	127,801	351,273	63.6	223,472	0	143,682	447,700	67.9	
33 113	COORDINATORS	104,936	361,925	71.0	256,989	0	98,255	348,625	71.8	
33 203	BENEFITS - DEPT. MANAGERS	15,284	74,727	79.6	59,443	0	18,631	89,686	79.2	
33 213	BENEFITS - COORD.	19,876	76,994	74.2	57,118	0	18,958	69,836	72.9	
34 103	DEPARTMENT MANAGERS	42,452	122,718	65.4	80,266	0	41,229	125,143	67.1	
34 113	COORDINATORS	64,417	119,859	46.3	55,442	0	39,636	122,367	67.6	
34 203	BENEFITS - DEPT. MANAGERS	6,057	25,064	75.8	19,007	0	5,770	24,058	76.0	
34 213	BENEFITS - COORD.	10,643	24,479	56.5	13,836	0	7,031	23,523	70.1	
35 103	DEPARTMENT MANAGERS	145,361	340,314	57.3	194,953	0	118,957	360,200	67.0	
35 203	BENEFITS - DEPT. MANAGERS	15,448	48,340	68.0	32,892	0	14,362	68,399	79.0	
<b>TOTAL - SALARY &amp; BEN - MANAGERS</b>		<b>552,275</b>	<b>1,545,693</b>	<b>64.3</b>	<b>993,418</b>	<b>0</b>	<b>506,511</b>	<b>1,679,537</b>	<b>69.8</b>	
<b>SALARY &amp; BENEFITS - TECHNICAL</b>										
33 104	COURIER STAFF	14,331	38,092	62.4	23,761	0	14,094	41,391	66.0	
33 204	BENEFITS - COURIER STAFF	3,735	10,030	62.8	6,295	0	3,578	10,768	66.8	
35 110	TECHNICAL & OPERATIONS	16,382	91,989	82.2	75,607	0	15,909	46,965	66.1	
35 116	OVERTIME	351	0	0.0	351-	0	301	0	0.0	
35 210	BENEFITS - TECHNICAL STAFF	3,937	11,780	66.6	7,843	0	3,826	7,272	47.4	
44 108	CARETAKER	45,641	132,000	65.4	86,359	0	44,013	144,563	69.6	
44 109	CLEANER	2,756	42,350	93.5	39,594	0	7,478	25,000	70.1	
44 118	CARETAKER REPLACEMENT	473	0	0.0	473-	0	9,358	0	0.0	
44 119	CLEANER REPLACEMENT	10,480	0	0.0	10,480-	0	8,310	0	0.0	
44 141	MODIFIED WORK - CARETAKERS	0	0	0.0	0	0	347	0	0.0	

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN**  
**FOR THE PERIOD ENDED ENDED: DECEMBER 31, 2010**

**BOARD ADMINISTRATION**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE				
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL		
44 208	BENEFITS - CARETAKER	10,586	34,753	69.5	24,167	0	10,153	28,527	64.4	
44 209	BENEFITS - CLEANER	236	11,149	97.9	10,913	0	1,222	15,579	92.2	
44 219	BENEFITS - CLEANER REPL.	726	0	0.0	726-	0	617	0	0.0	
44 241	BENEFITS - MODIFED WORK (CTKRS	0	0	0.0	0	0	434	0	0.0	
<b>TOTAL - SALARY &amp; BENEFITS - TECH</b>		<b>109,634</b>	<b>372,143</b>	<b>70.5</b>	<b>262,509</b>	<b>0</b>	<b>119,640</b>	<b>320,065</b>	<b>62.6</b>	

**SALARY & BEN - CLERICAL**

33 112	CLERICAL	469,951	1,497,146	68.6	1,027,195	0	458,857	1,510,173	69.6
33 116	OVERTIME	2,874	0	0.0	2,874-	0	2,070	0	0.0
33 212	BENEFITS - CLERICAL	109,828	392,234	72.0	282,406	0	101,644	379,239	73.2
34 112	CLERICAL	103,239	311,425	66.9	208,186	0	72,265	299,618	75.9
34 212	BENEFITS - CLERICAL	21,973	76,773	71.4	54,800	0	17,172	72,616	76.4
<b>TOTAL - SALARY &amp; BEN - CLERICAL</b>		<b>707,865</b>	<b>2,277,578</b>	<b>68.9</b>	<b>1,569,713</b>	<b>0</b>	<b>652,008</b>	<b>2,261,646</b>	<b>71.2</b>

**SALARY & BEN - TEMPORARY**

33 115	TEMPORARY ASSISTANT	13,332	45,000	70.4	31,668	0	6,336	60,000	89.4
33 215	BENEFITS - TEMP ASSISTANT	1,555	3,176	51.0	1,621	0	1,019	4,203	75.7
34 115	TEMPORARY ASSISTANT	16,503	15,000	10.0-	1,503-	0	19,373	0	0.0
34 215	BENEFITS - TEMP ASSISTANT	1,603	1,060	51.2-	543-	0	2,323	0	0.0
35 115	TEMPORARY ASSISTANT	13,348	0	0.0	13,348-	0	0	0	0.0
35 215	BENEFITS - TEMP ASSISTANT	959	0	0.0	959-	0	0	0	0.0
<b>TOTAL - SALARY &amp; BEN - TEMPORAR</b>		<b>47,300</b>	<b>64,236</b>	<b>26.4</b>	<b>16,936</b>	<b>0</b>	<b>29,051</b>	<b>64,203</b>	<b>54.8</b>

**PROFESSIONAL DEVELOPMENT**

33 317	PROFESSIONAL DEVELOPMENT (NT)	8,368	40,000	79.1	31,632	0	9,620	40,000	76.0
33 318	PROF. MEMBERSHIPS	13,011	15,000	13.3	1,989	0	11,847	15,000	21.0
34 317	PROFESSIONAL DEVELOPMENT (NT)	3,227	5,000	35.5	1,773	0	2,773	5,000	44.5
34 318	PROF. MEMBERSHIPS	733	0	0.0	733-	0	706	0	0.0
34 319	COURSE SUBSIDY	1,646	0	0.0	1,646-	0	0	0	0.0
<b>TOTAL - PROFESSIONAL DEVELOPM</b>		<b>26,985</b>	<b>60,000</b>	<b>55.0</b>	<b>33,015</b>	<b>0</b>	<b>24,946</b>	<b>60,000</b>	<b>58.4</b>

**SUPPLIES & SERV - BUSINESS ADMIN.**

33 325	COMPUTER SOFTWARE/CD ROM	6,201	15,000	58.7	8,799	0	18,178	15,000	21.2-
33 336	PRINTING & COPIER	36,350	50,000	27.3	13,650	20	21,221	30,000	29.3
33 337	PRINT SHOP	31,630	40,000	20.9	8,370	142,464	7,988	100,000	92.0
33 353	ADVERTISING & PROMOTION	30,286	55,000	44.9	24,714	0	22,625	55,000	58.9
33 354	PROMOTION	3,864	40,000	90.3	36,136	0	1,664	40,000	95.8
33 361	TRAVEL EXPENSE	3,241	5,000	35.2	1,759	0	3,660	5,000	26.8
33 401	REPAIRS - F & E	0	15,000	100.0	15,000	14	0	2,493	100.0
33 404	REPAIRS - TELEPHONE	4,997	0	0.0	4,997-	3,128	2,000	0	0.0
33 405	TELEPHONE - VOICE	14,806	60,000	75.3	45,194	0	16,709	50,000	66.6

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN**  
**FOR THE PERIOD ENDED ENDED: DECEMBER 31, 2010**

**BOARD ADMINISTRATION**

ACCOUNT	THIS YEAR TO DATE						LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL	
33 406 DATA COMMUNICATION LINES	680	0	0.0	680-	0	709	0	0.0	
33 407 CELLULAR	8,031	12,500	35.8	4,469	14	7,416	12,500	40.7	
33 408 NETWORK SYSTEM	1,005	0	0.0	1,005-	1,333	578	0	0.0	
33 409 NETWORK SECURITY	80	0	0.0	80-	0	55	0	0.0	
33 410 OFFICE SUPPLIES & SERVICES	37,518	75,000	50.0	37,482	5,578	25,309	80,000	68.4	
33 411 POSTAGE	14	10,000	99.9	9,986	0	0	20,000	100.0	
33 412 SUBSCRIPTIONS	3,047	10,000	69.5	6,953	0	2,459	10,000	75.4	
33 413 COURIER & MOVING	3,926	13,000	69.8	9,074	1	4,687	20,000	76.6	
33 414 PUBLICATIONS & NEWSLETTERS	117	10,000	98.8	9,883	0	66	15,000	99.6	
33 416 SCHOOL COUNCIL - SPECIAL	35,519	30,000	18.4-	5,519-	0	5,270	60,000	91.2	
33 420 HOSPITALITY	5,823	15,000	61.2	9,177	18	4,002	15,000	73.3	
33 710 INTEREST CHARGES	414	10,000	95.9	9,586	0	130	10,000	98.7	
<b>TOTAL - SUPPLIES &amp; SERV - BUSINE</b>	<b>227,549</b>	<b>465,500</b>	<b>51.1</b>	<b>237,951</b>	<b>152,570</b>	<b>144,726</b>	<b>539,993</b>	<b>73.2</b>	

**SUPPLIES & SERV - HUMAN RESOURCES**

34 325 COMPUTER SOFTWARE/CD ROM	0	15,000	100.0	15,000	0	0	4,000	100.0
34 361 TRAVEL EXPENSE	567	2,500	77.3	1,933	0	348	2,500	86.1
34 407 CELLULAR	164	2,500	93.4	2,336	0	206	2,500	91.8
34 420 HOSPITALITY	59	5,000	98.8	4,941	0	1,201	1,000	20.1-
34 421 RECRUITMENT OF STAFF	5,407	5,000	8.1-	407-	0	609	5,000	87.8
<b>TOTAL - SUPPLIES &amp; SERV - HUMAN</b>	<b>6,197</b>	<b>30,000</b>	<b>79.3</b>	<b>23,803</b>	<b>0</b>	<b>2,364</b>	<b>15,000</b>	<b>84.2</b>

**SUPPLIES & SERV - COMPUTER SERVICE**

35 325 COMPUTER SOFTWARE/CD ROM	22,370	0	0.0	22,370-	0	23,310	0	0.0
35 361 TRAVEL EXPENSE	3,739	2,500	49.6-	1,239-	0	2,300	2,500	8.0
35 402 REPAIRS - COMPUTERS	11,213	25,000	55.2	13,787	475	29,132	25,000	16.5-
35 407 CELLULAR	1,943	5,000	61.1	3,057	0	2,772	5,000	44.6
35 408 NETWORK SYSTEM	5,159	30,000	82.8	24,841	2,610	4,678	30,000	84.4
<b>TOTAL - SUPPLIES &amp; SERV - COMPU</b>	<b>44,424</b>	<b>62,500</b>	<b>28.9</b>	<b>18,076</b>	<b>3,085</b>	<b>62,192</b>	<b>62,500</b>	<b>0.5</b>

**SUPPLIES & SERV - PLANT OPERATIONS**

44 341 HYDRO	35,783	325,000	89.0	289,217	0	33,845	250,000	86.5
44 343 HEATING - GAS	18,975	0	0.0	18,975-	0	2,198	0	0.0
44 346 WATER & SEWAGE	4,649	0	0.0	4,649-	355	1,471	0	0.0
44 371 CLEANING PRODUCTS	2,102	0	0.0	2,102-	1	747	0	0.0
44 372 CLEANING TOOLS	0	0	0.0	0	27	0	0	0.0
44 375 UNIFORMS	650	0	0.0	650-	0	2,197	0	0.0
44 377 INTRUSION ALARMS	4,164	0	0.0	4,164-	4,646	4,086	0	0.0
44 378 FIRE SAFETY	189	0	0.0	189-	173	980	0	0.0
44 379 REPAIRS - HEALTH & SAFETY	6,649	0	0.0	6,649-	1,365	3,884	0	0.0
44 380 REPAIRS - EQUIPMENT	159	0	0.0	159-	3	283	0	0.0



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN**  
**FOR THE PERIOD ENDED ENDED: DECEMBER 31, 2010**

**BOARD ADMINISTRATION**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
44 383 LANDSCAPING	4,904	0	0.0	4,904-	4	746	0	0.0
44 384 DRAINAGE	560	0	0.0	560-	2,744	229	0	0.0
44 385 GRASS CUTTING	5,012	0	0.0	5,012-	0	3,055	0	0.0
44 386 SNOW PLOWING	0	0	0.0	0	6	0	0	0.0
44 388 GARBAGE DISPOSAL	2,955	0	0.0	2,955-	934	2,169	0	0.0
44 389 LINE MARKING	0	0	0.0	0	1	0	0	0.0
44 417 SECURITY & SURVIELANCE	1,303	0	0.0	1,303-	2,252	71	0	0.0
44 418 CONTRACTED CLEANING	3,397	0	0.0	3,397-	9,468	6,077	0	0.0
44 611 RENTAL/LEASE - NON INSTRUCT AC	29,679	80,000	62.9	50,321	55,594	23,286	80,000	70.9
44 653 PROFESSIONAL FEES	858	0	0.0	858-	3,254	853	0	0.0
<b>TOTAL - SUPPLIES &amp; SERV - PLANT</b>	<b>121,988</b>	<b>405,000</b>	<b>69.9</b>	<b>283,012</b>	<b>80,827</b>	<b>86,177</b>	<b>330,000</b>	<b>73.9</b>

**SUPPLIES & SERVICES- BUILDING MTC.**

44 401 REPAIRS - F & E	0	0	0.0	0	14	0	0	0.0
44 458 P.A. & TELEPHONE SYSTEMS	239	0	0.0	239-	0	0	0	0.0
44 460 H.V.A.C.	5,523	0	0.0	5,523-	2,066	2,567	0	0.0
44 461 BOILER REPAIR	0	0	0.0	0	2	192	0	0.0
44 462 ELECTRICAL REPAIR	2,066	0	0.0	2,066-	3,477	1,064	0	0.0
44 463 ROOFING	305	0	0.0	305-	0	456	0	0.0
44 464 WINDOW GLASS & FRAME	0	0	0.0	0	9	0	0	0.0
44 465 PLUMBING	169	0	0.0	169-	8	3,254	0	0.0
44 466 PAINTING	0	0	0.0	0	10	0	0	0.0
44 467 PORTABLES	0	0	0.0	0	1	58	0	0.0
44 468 FLOOR & CEILING	0	0	0.0	0	1	0	0	0.0
44 469 HARDWARE	1,113	0	0.0	1,113-	15	557	0	0.0
44 470 CARPENTRY	171	0	0.0	171-	3	112	0	0.0
44 471 DRAPERY	0	0	0.0	0	1	0	0	0.0
44 472 MASONRY	1,185	0	0.0	1,185-	0	0	0	0.0
44 473 TOOLS	1,492	0	0.0	1,492-	13	1,762	0	0.0
44 654 OTHER CONTRACTUAL SERVICES	1,167	75,000	98.4	73,833	1,909	5,911	100,000	94.1
44 680 LIFTING DEVICES	0	0	0.0	0	1	1,395	0	0.0
44 759 BUILDINGS	1,517	0	0.0	1,517-	0	0	0	0.0
<b>TOTAL - SUPPLIES &amp; SERVICES- BUI</b>	<b>14,947</b>	<b>75,000</b>	<b>80.1</b>	<b>60,053</b>	<b>7,530</b>	<b>17,328</b>	<b>100,000</b>	<b>82.7</b>

**FURNITURE & EQUIPMENT**

33 551 ADDITIONAL - FURNITURE	7,887	50,000	84.2	42,113	22,151	1,743	10,000	82.6
33 552 ADDITIONAL - COMPUTERS	7,514	10,000	24.9	2,486	0	11,808	40,000	70.5
35 552 ADDITIONAL - COMPUTERS	0	0	0.0	0	0	859	0	0.0
<b>TOTAL - FURNITURE &amp; EQUIPMENT</b>	<b>15,401</b>	<b>60,000</b>	<b>74.3</b>	<b>44,599</b>	<b>22,151</b>	<b>14,410</b>	<b>50,000</b>	<b>71.2</b>

**FEES & CONTRACTS**

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN**  
**FOR THE PERIOD ENDED ENDED: DECEMBER 31, 2010**

**BOARD ADMINISTRATION**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
33 651 AUDIT FEES	0	100,000	100.0	100,000	0	0	85,000	100.0
33 652 LEGAL FEES	7,593	75,000	89.9	67,407	0	33-	75,000	100.0
33 653 PROFESSIONAL FEES	897	40,000	97.8	39,103	0	0	40,000	100.0
34 653 PROFESSIONAL FEES	37,540	50,000	24.9	12,460	0	28,998	25,000	16.0-
35 653 PROFESSIONAL FEES	15,599	50,000	68.8	34,401	2,497	14,194	25,000	43.2
35 661 SOFTWARE LICENSES & SUPPORT	188,502	300,000	37.2	111,498	0	109,730	40,000	74.3-
35 662 HARDWARE MAINTENANCE & SUPP	115,213	50,000	30.4-	65,213-	0	100,236	180,000	44.3
<b>TOTAL - FEES &amp; CONTRACTS</b>	<b>365,344</b>	<b>665,000</b>	<b>45.1</b>	<b>299,656</b>	<b>2,497</b>	<b>253,125</b>	<b>470,000</b>	<b>46.1</b>
<b>MISCELLANEOUS EXPENDITURES</b>								
33 702 SCHOOL COUNCILS/CPTA FEES	4,148	5,000	17.0	852	0	4,148	5,000	17.0
33 704 DIRECTOR'S DISCRETIONARY	3,011	2,500	20.4-	511-	0	0	2,500	100.0
33 707 BOARD APPRECIATION NIGHT	-1,163	15,000	107.8	16,163	0	0	15,000	100.0
33 708 SCHOLARSHIP	2,250	2,500	10.0	250	0	750	2,500	70.0
33 709 TRIBUTES & GIFTS	2,385	15,000	84.1	12,615	0	9,765	15,000	34.9
<b>TOTAL - MISCELLANEOUS EXPENDIT</b>	<b>10,631</b>	<b>40,000</b>	<b>73.4</b>	<b>29,369</b>	<b>0</b>	<b>14,663</b>	<b>40,000</b>	<b>63.3</b>
<b>AMORTIZATION &amp; NET LOSS DISPOSALS</b>								
<b>TOTAL - AMORTIZATION &amp; NET LOSS</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>
<b>TOTAL - BOARD ADMINISTRATION</b>	<b>2,778,575</b>	<b>7,478,758</b>	<b>62.9</b>	<b>4,700,183</b>	<b>268,660</b>	<b>2,420,741</b>	<b>7,315,444</b>	<b>66.9</b>

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
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**FOR THE PERIOD ENDED ENDED: DECEMBER 31, 2010**

**ELEMENTARY SCHOOLS**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
<b>CLASSROOM TEACHERS</b>								
10 165	SECONDMENT LEAVE	81,961	0	0.0	81,961-	0	49,395	0 0.0
10 170	REGULAR DAY SCHOOL TEACHER	17,253,219	51,956,402	66.8	34,703,183	0	15,745,613	44,576,635 64.7
10 171	SPECIAL EDUCATION TEACHERS	1,430,980	4,241,064	66.3	2,810,084	0	1,498,907	4,211,083 64.4
10 172	PREP & PLANNING TEACHER	200,677	0	0.0	200,677-	0	203,444	0 0.0
10 173	HOME INSTRUCTION TEACHER	3,228	10,000	67.7	6,772	0	2,531	10,000 74.7
10 174	F.S.L. TEACHER GR. 1-3	962,416	2,592,902	62.9	1,630,486	0	911,285	3,264,340 72.1
10 175	F.S.L. TEACHER GR. 4-8	1,326,014	4,000,000	66.9	2,673,986	0	1,216,261	3,600,000 66.2
10 179	E.S.L. TEACHER	513,967	1,500,000	65.7	986,033	0	414,955	1,151,005 64.0
10 180	LEARNING OPPORTUNITY TEACHER	434,926	2,021,442	78.5	1,586,516	0	483,357	1,917,547 74.8
10 184	LONG-TERM LEAVE OF ABSENCE	1,800,661	4,500,000	60.0	2,699,339	0	1,821,508	7,000,000 74.0
10 265	BENEFITS - SECONDMENT	-598	0	0.0	598	0	2,858	0 0.0
10 270	BENEFITS - REG. DAY SCHOOL TEAC	1,417,412	6,257,151	77.4	4,839,739	0	1,279,724	5,866,750 78.2
10 271	BENEFITS - SPEC. ED. TEACHERS	102,455	489,455	79.1	387,000	0	100,543	512,064 80.4
10 272	BENEFITS - PREP & PLANNING TEAC	19,066	0	0.0	19,066-	0	20,349	0 0.0
10 273	BENEFITS - HOME INSTRUCTION TEA	401	575	30.3	174	0	289	587 50.7
10 274	BENEFITS - F.S.L. (GR 1-3)	77,250	299,244	74.2	221,994	0	78,280	396,943 80.3
10 275	BENEFITS - F.S.L. (GR 4-8)	109,187	461,632	76.4	352,445	0	95,716	437,756 78.1
10 279	BENEFITS - E.S.L. TEACHER	33,758	173,112	80.5	139,354	0	27,055	139,962 80.7
10 280	BENEFITS - L.O.P. & OTHER TEACHE	36,355	233,292	84.4	196,937	0	38,552	233,172 83.5
10 284	BENEFITS - LONG TERM OCCASSION	125,136	258,976	51.7	133,840	0	128,572	411,032 68.7
<b>TOTAL - CLASSROOM TEACHERS</b>		<b>25,928,471</b>	<b>78,995,247</b>	<b>67.2</b>	<b>53,066,776</b>	<b>0</b>	<b>24,119,194</b>	<b>73,728,876 67.3</b>
<b>OCCASSIONAL TEACHERS</b>								
10 181	LONG-TERM SICK LEAVE	593,142	375,000	58.2-	218,142-	0	472,850	225,000 E+02
10 182	SHORT TERM TEACHER REPLACEM	766,669	1,990,779	61.5	1,224,110	0	899,693	2,014,277 55.3
10 281	BENEFITS - L/T SICK LEAVE	41,224	44,964	8.3	3,740	0	37,245	26,853 38.7-
10 282	BENEFITS - SHORT TERM REPLACE	52,695	238,699	77.9	186,004	0	64,395	240,391 73.2
25 182	SHORT TERM TEACHER REPLACEM	108	64,402	99.8	64,294	0	8,963	67,964 86.8
25 282	BENEFITS - SHORT TERM REPLACE	10	7,722	99.9	7,712	0	302	8,110 96.3
<b>TOTAL - OCCASSIONAL TEACHERS</b>		<b>1,453,848</b>	<b>2,721,566</b>	<b>46.6</b>	<b>1,267,718</b>	<b>0</b>	<b>1,483,448</b>	<b>2,582,595 42.6</b>
<b>TEACHER ASSISTANTS</b>								
10 190	CHILD & YOUTH WORKER	481,017	853,914	43.7	372,897	0	417,746	1,217,122 65.7
10 191	EDUCATIONAL ASST.	3,441,962	9,498,265	63.8	6,056,303	0	3,155,086	8,090,363 61.0
10 195	EDUCATIONAL ASST. - TEMPORARY	159,991	250,000	36.0	90,009	0	80,435	170,000 52.7
10 196	TUTORS IN THE CLASSROOM	1,959	123,600	98.4	121,641	0	5,417	0 0.0
10 197	EARLY CHILDHOOD EDUCATORS (E	203,555	0	0.0	203,555-	0	0	0 0.0
10 198	ECE - TEMPORARY	3,005	0	0.0	3,005-	0	0	0 0.0
10 290	BENEFIT - C & Y WORKERS	109,228	231,274	52.8	122,046	0	86,395	296,550 70.9

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN**  
**FOR THE PERIOD ENDED ENDED: DECEMBER 31, 2010**

**ELEMENTARY SCHOOLS**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE			
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL	
10 291	BENEFITS - ED. ASST.	792,373	2,340,034	66.1	1,547,661	0	718,878	1,921,114	62.6
10 295	BENEFITS - ED. ASST. (TEMP)	13,444	39,078	65.6	25,634	0	5,769	25,124	77.0
10 296	BENEFITS - TUTORS IN THE CLASSR	89	20,388	99.6	20,299	0	249	0	0.0
10 297	BENEFITS - EARLY CHILDHOOD EDU	36,626	0	0.0	36,626-	0	0	0	0.0
10 298	BENEFITS - ECE TEMPORARY	183	0	0.0	183-	0	0	0	0.0
21 137	COMMUNICATION ASSISTANT	105,155	200,000	47.4	94,845	0	81,921	200,000	59.0
21 237	BENEFITS - COMM. ASST.	20,353	54,167	62.4	33,814	0	16,834	48,729	65.5
<b>TOTAL - TEACHER ASSISTANTS</b>		<b>5,368,940</b>	<b>13,610,720</b>	<b>60.6</b>	<b>8,241,780</b>	<b>0</b>	<b>4,568,730</b>	<b>11,969,002</b>	<b>61.8</b>

**PROFESSIONAL & PARA-PROFESSIONAL**

10 170	REGULAR DAY SCHOOL TEACHER	365,316	826,721	55.8	461,405	0	323,661	802,642	59.7
10 270	BENEFITS - REG. DAY SCHOOL TEAC	30,697	95,410	67.8	64,713	0	25,604	97,600	73.8
21 131	INTERPRETERS	148	0	0.0	148-	0	4,333	0	0.0
21 132	PSYCHOLOGIST	38,067	120,000	68.3	81,933	0	31,596	120,000	73.7
21 133	SPEECH PATHOLOGIST	105,988	296,741	64.3	190,753	0	101,725	288,098	64.7
21 136	SPECIAL NEEDS FACILITATOR	83,661	225,756	62.9	142,095	0	72,997	219,181	66.7
21 231	BENEFITS - INTERPRETERS	7	0	0.0	7-	0	379	0	0.0
21 233	BENEFITS - SPEECH PATH.	15,930	67,785	76.5	51,855	0	14,939	64,467	76.8
21 236	BENEFITS - SPECIAL NEEDS	15,840	51,572	69.3	35,732	0	13,955	49,045	71.6
22 116	OVERTIME	9,178	0	0.0	9,178-	0	0	0	0.0
22 135	TECHNICIANS	110,633	411,129	73.1	300,496	0	122,422	371,549	67.1
22 235	BENEFITS - TECHNICIANS	23,191	102,406	77.4	79,215	0	23,600	81,846	71.2
<b>TOTAL - PROFESSIONAL &amp; PARA-PR</b>		<b>798,656</b>	<b>2,197,520</b>	<b>63.7</b>	<b>1,398,864</b>	<b>0</b>	<b>735,211</b>	<b>2,094,428</b>	<b>64.9</b>

**LIBRARY & GUIDANCE**

23 135	TECHNICIANS	574,370	1,477,073	61.1	902,703	0	585,485	1,490,076	60.7
23 138	TEMPORARY ASSISTANCE	6,677	17,000	60.7	10,323	0	17,431	30,000	41.9
23 235	BENEFITS - TECHNICIANS	152,934	423,040	63.9	270,106	0	142,982	402,984	64.5
23 238	BENEFITS - TEMPORARY ASSIS ST.S	529	1,419	62.7	890	0	1,368	2,506	45.4
<b>TOTAL - LIBRARY &amp; GUIDANCE</b>		<b>734,510</b>	<b>1,918,532</b>	<b>61.7</b>	<b>1,184,022</b>	<b>0</b>	<b>747,266</b>	<b>1,925,566</b>	<b>61.2</b>

**PRINCIPALS & V.P.**

15 151	PRINCIPALS	2,052,974	5,965,627	65.6	3,912,653	0	1,869,808	5,714,066	67.3
15 152	VICE-PRINCIPALS	102,944	570,000	81.9	467,056	0	185,771	581,000	68.0
15 251	BENEFITS - PRINCIPALS	122,947	487,710	74.8	364,763	0	111,106	483,648	77.0
15 252	BENEFITS - VICE PRINCIPALS	5,757	46,600	87.7	40,843	0	10,918	49,176	77.8
<b>TOTAL - PRINCIPALS &amp; V.P.</b>		<b>2,284,622</b>	<b>7,069,937</b>	<b>67.7</b>	<b>4,785,315</b>	<b>0</b>	<b>2,177,603</b>	<b>6,827,890</b>	<b>68.1</b>

**SCHOOL SECRETARIES**

15 112	CLERICAL	685,840	1,764,143	61.1	1,078,303	0	647,639	1,773,130	63.5
15 115	TEMPORARY ASSISTANT	21,750	65,000	66.5	43,250	0	25,342	50,000	49.3

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN**  
**FOR THE PERIOD ENDED ENDED: DECEMBER 31, 2010**

**ELEMENTARY SCHOOLS**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
15 212 BENEFITS - CLERICAL	168,464	544,621	69.1	376,157	0	160,358	511,267	68.6
15 215 BENEFITS - TEMP ASSISTANT	1,554	5,442	71.4	3,888	0	1,607	4,204	61.8
<b>TOTAL - SCHOOL SECRETARIES</b>	<b>877,608</b>	<b>2,379,206</b>	<b>63.1</b>	<b>1,501,598</b>	<b>0</b>	<b>834,946</b>	<b>2,338,601</b>	<b>64.3</b>

**TEACHER CONSULTANTS**

21 162 CO-ORDINATOR TEACHER	30,653	191,000	84.0	160,347	0	28,400	191,000	85.1
21 163 PROGRAM OFFICER	41,406	105,000	60.6	63,594	0	40,215	105,000	61.7
21 261 BENEFITS - CONSULTANT	0	0	0.0	0	0	1,430	0	0.0
21 262 BENEFITS - CO-ORDINATOR	2,280	22,042	89.7	19,762	0	2,160	23,227	90.7
21 263 BENEFITS - PROGRAM OFFICER	2,473	12,118	79.6	9,645	0	2,360	12,769	81.5
25 161 CONSULTANT TEACHER	306,652	981,221	68.8	674,569	0	150,985	1,146,507	86.8
25 162 CO-ORDINATOR TEACHER	80,019	0	0.0	80,019-	0	29,263	0	0.0
25 163 PROGRAM OFFICER	0	105,000	100.0	105,000	0	40,215	105,000	61.7
25 261 BENEFITS - CONSULTANT	21,729	113,243	80.8	91,514	0	10,869	139,416	92.2
25 262 BENEFITS - CO-ORDINATOR	5,923	0	0.0	5,923-	0	2,840	0	0.0
25 263 BENEFITS - PROGRAM OFFICER	0	12,118	100.0	12,118	0	2,360	12,769	81.5
<b>TOTAL - TEACHER CONSULTANTS</b>	<b>491,135</b>	<b>1,541,742</b>	<b>68.1</b>	<b>1,050,607</b>	<b>0</b>	<b>311,097</b>	<b>1,735,688</b>	<b>82.1</b>

**PROFESSIONAL DEVELOPMENT**

10 315 PROF. DEVELOP. - ACADEMIC	21,217	215,000	90.1	193,783	98	64,948	190,000	65.8
15 314 PROF. DEVEL. SCHOOL SEC.	411	4,000	89.7	3,589	0	410	4,000	89.7
15 317 PROFESSIONAL DEVELOPMENT (NT)	15,919	96,000	83.4	80,081	0	16,832	96,000	82.5
21 317 PROFESSIONAL DEVELOPMENT (NT)	0	5,000	100.0	5,000	0	0	5,000	100.0
23 317 PROFESSIONAL DEVELOPMENT (NT)	0	10,000	100.0	10,000	0	0	10,000	100.0
<b>TOTAL - PROFESSIONAL DEVELOPM</b>	<b>37,547</b>	<b>330,000</b>	<b>88.6</b>	<b>292,453</b>	<b>98</b>	<b>82,190</b>	<b>305,000</b>	<b>73.1</b>

**CENTRAL PROGRAM CLASSROOM RESOU**

10 320 TEXTBOOKS, LEARNING MATERIAL	965	100,000	99.0	99,035	139,304	0	100,000	100.0
10 330 CLASSROOM SUPPLIES & SERVICES	378,690	1,318,200	71.3	939,510	55,199	366,855	1,225,000	70.1
21 330 CLASSROOM SUPPLIES & SERVICES	24,947	75,000	66.7	50,053	7,830	18,350	105,000	82.5
<b>TOTAL - CENTRAL PROGRAM CLASS</b>	<b>404,602</b>	<b>1,493,200</b>	<b>72.9</b>	<b>1,088,598</b>	<b>202,333</b>	<b>385,205</b>	<b>1,430,000</b>	<b>73.1</b>

**CLASSROOM SUPPLIES & SERVICES**

10 320 TEXTBOOKS, LEARNING MATERIAL	160,659	350,883	54.2	190,224	25,185	222,421	354,574	37.3
10 330 CLASSROOM SUPPLIES & SERVICES	168,697	597,325	71.8	428,628	44,121	170,521	631,301	73.0
10 333 SPECIAL MINISTRY GRANTS	-15,300	0	0.0	15,300	0	0	0	0.0
10 335 PRINTING & COPIER - INSTR.	113,337	294,209	61.5	180,872	9,411	136,224	300,598	54.7
10 361 TRAVEL EXPENSE	6,768	48,876	86.2	42,108	0	7,175	48,876	85.3
10 450 EDUCATIONAL FIELD TRIPS	18,704	125,782	85.1	107,078	1,405	10,036	120,339	91.7
10 451 SPORT COUNCIL	-6,000	0	0.0	6,000	0	16,130-	0	0.0
23 320 TEXTBOOKS, LEARNING MATERIAL	45,442	69,725	34.8	24,283	1,160	14,870	69,720	78.7

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN**  
**FOR THE PERIOD ENDED ENDED: DECEMBER 31, 2010**

**ELEMENTARY SCHOOLS**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
<b>TOTAL - CLASSROOM SUPPLIES &amp; S</b>	<b>492,307</b>	<b>1,486,800</b>	<b>66.9</b>	<b>994,493</b>	<b>81,282</b>	<b>545,117</b>	<b>1,525,408</b>	<b>64.3</b>
<b>INSTRUCTIONAL SUPPLIES &amp; SERVICES</b>								
21 317 PROFESSIONAL DEVELOPMENT (NT)	2,391	5,000	52.2	2,609	0	2,000	20,000	90.0
21 336 PRINTING & COPIER	6,008	15,000	60.0	8,992	1	5,431	15,000	63.8
21 361 TRAVEL EXPENSE	21,321	80,000	73.4	58,679	0	20,933	100,000	79.1
21 402 REPAIRS - COMPUTERS	0	5,000	100.0	5,000	0	0	5,000	100.0
21 407 CELLULAR	1,115	5,000	77.7	3,885	0	1,919	5,000	61.6
21 420 HOSPITALITY	451	5,000	91.0	4,549	0	1,941	15,000	87.1
25 317 PROFESSIONAL DEVELOPMENT (NT)	1,940	20,000	90.3	18,060	0	896	20,000	95.5
25 336 PRINTING & COPIER	2,490	25,000	90.0	22,510	0	3,278	10,000	67.2
25 361 TRAVEL EXPENSE	2,473	20,000	87.6	17,527	0	3,833	25,000	84.7
25 402 REPAIRS - COMPUTERS	0	5,000	100.0	5,000	0	0	20,000	100.0
25 407 CELLULAR	1,942	10,000	80.6	8,058	0	3,781	10,000	62.2
25 420 HOSPITALITY	1,079	20,000	94.6	18,921	0	3,431	20,000	82.9
<b>TOTAL - INSTRUCTIONAL SUPPLIES</b>	<b>41,210</b>	<b>215,000</b>	<b>80.8</b>	<b>173,790</b>	<b>1</b>	<b>47,443</b>	<b>265,000</b>	<b>82.1</b>
<b>SCHOOL ADMIN. SUPPLIES &amp; SERVICES</b>								
15 361 TRAVEL EXPENSE	4,453	30,000	85.2	25,547	0	4,101	30,000	86.3
15 401 REPAIRS - F & E	1,046	0	0.0	1,046-	597	2,194-	0	0.0
15 404 REPAIRS - TELEPHONE	34,748	90,000	61.4	55,252	13,768	18,168	100,000	81.8
15 405 TELEPHONE - VOICE	57,254	190,000	69.9	132,746	0	60,279	200,000	69.9
15 410 OFFICE SUPPLIES & SERVICES	23,071	48,482	52.4	25,411	2,287	26,131	109,594	76.2
15 415 SCHOOL COUNCIL (SCH)	1,089	17,118	93.6	16,029	251	2,296	16,266	85.9
15 416 SCHOOL COUNCIL - SPECIAL	-25,137	0	0.0	25,137	0	1,027	0	0.0
15 420 HOSPITALITY	5,774	24,400	76.3	18,626	318	5,375	-860	725.0
15 422 PRO GRANT	-26,776	0	0.0	26,776	0	343	0	0.0
<b>TOTAL - SCHOOL ADMIN. SUPPLIES</b>	<b>75,522</b>	<b>400,000</b>	<b>81.1</b>	<b>324,478</b>	<b>17,221</b>	<b>115,526</b>	<b>455,000</b>	<b>74.6</b>
<b>COMPUTERS - CLASSROOM</b>								
10 402 REPAIRS - COMPUTERS	7,443	52,000	85.7	44,557	1,307	4,766	52,000	90.8
10 406 DATA COMMUNICATION LINES	22,066	107,843	79.5	85,777	0	28,336	107,843	73.7
10 408 NETWORK SYSTEM	81,422	343,899	76.3	262,478	0	88,623	343,899	74.2
10 552 ADDITIONAL - COMPUTERS	1,295,943	1,538,843	15.8	242,900	17,347	9,960	109,421	90.9
10 661 SOFTWARE LICENSES & SUPPORT	23,269	41,340	43.7	18,071	0	16,414	41,340	60.3
22 361 TRAVEL EXPENSE	7,983	0	0.0	7,983-	0	6,142	0	0.0
22 402 REPAIRS - COMPUTERS	27,525	48,000	42.7	20,475	20	6,337	48,000	86.8
22 407 CELLULAR	1,529	0	0.0	1,529-	0	522	0	0.0
<b>TOTAL - COMPUTERS - CLASSROOM</b>	<b>1,467,180</b>	<b>2,131,925</b>	<b>31.2</b>	<b>664,746</b>	<b>18,674</b>	<b>161,100</b>	<b>702,503</b>	<b>77.1</b>
<b>COMPUTERS - NON CLASSROOM</b>								

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN**  
**FOR THE PERIOD ENDED ENDED: DECEMBER 31, 2010**

**ELEMENTARY SCHOOLS**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
15 552 ADDITIONAL - COMPUTERS	0	50,000	100.0	50,000	4,688	0	50,000	100.0
<b>TOTAL - COMPUTERS - NON CLASSR</b>	<b>0</b>	<b>50,000</b>	<b>100.0</b>	<b>50,000</b>	<b>4,688</b>	<b>0</b>	<b>50,000</b>	<b>100.0</b>
<b>F &amp; E - CLASSROOM</b>								
10 551 ADDITIONAL - FURNITURE	10,345	300,365	96.6	290,020	36,443	70,944	301,271	76.5
10 556 S.E.A. PER PUPIL / BOARD	12,121	0	0.0	12,121-	497	0	0	0.0
<b>TOTAL - F &amp; E - CLASSROOM</b>	<b>22,466</b>	<b>300,365</b>	<b>92.5</b>	<b>277,899</b>	<b>36,940</b>	<b>70,944</b>	<b>301,271</b>	<b>76.5</b>
<b>F &amp; E - NON CLASSROOM</b>								
15 551 ADDITIONAL - FURNITURE	9,207	42,061	78.1	32,854	3,626	5,970	42,333	85.9
<b>TOTAL - F &amp; E - NON CLASSROOM</b>	<b>9,207</b>	<b>42,061</b>	<b>78.1</b>	<b>32,854</b>	<b>3,626</b>	<b>5,970</b>	<b>42,333</b>	<b>85.9</b>
<b>AMORTIZATION &amp; NET LOSS DISPOSALS</b>								
<b>TOTAL - AMORTIZATION &amp; NET LOSS</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>
<b>TOTAL - ELEMENTARY SCHOOLS</b>	<b>40,487,831</b>	<b>116,883,821</b>	<b>65.4</b>	<b>76,395,991</b>	<b>364,863</b>	<b>36,390,990</b>	<b>108,279,161</b>	<b>66.4</b>

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN**  
**FOR THE PERIOD ENDED ENDED: DECEMBER 31, 2010**

**SECONDARY SCHOOLS**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE				
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL		
<b>CLASSROOM TEACHERS</b>										
<b>CLASSROOM TEACHERS</b>										
10 165	SECONDMENT LEAVE	-66,071	0	0.0	66,071	0	61,124	0	0.0	
10 170	REGULAR DAY SCHOOL TEACHER	13,113,194	37,340,033	64.9	24,226,839	0	13,099,251	36,369,067	64.0	
10 171	SPECIAL EDUCATION TEACHERS	684,337	2,468,054	72.3	1,783,717	0	481,522	2,363,716	79.6	
10 173	HOME INSTRUCTION TEACHER	12,733	30,000	57.6	17,267	0	11,618	20,000	41.9	
10 179	E.S.L. TEACHER	87,886	205,671	57.3	117,785	0	94,623	196,976	52.0	
10 184	LONG-TERM LEAVE OF ABSENCE	817,965	2,500,000	67.3	1,682,035	0	797,421	2,500,000	68.1	
10 285	BENEFITS - SECONDMENT	-2,629	0	0.0	2,629	0	3,407	0	0.0	
10 270	BENEFITS - REG. DAY SCHOOL TEAC	1,078,313	4,151,477	74.0	3,073,164	0	988,523	4,194,952	76.4	
10 271	BENEFITS - SPEC. ED. TEACHERS	58,159	265,795	78.1	207,636	0	35,534	263,240	86.5	
10 273	BENEFITS - HOME INSTRUCTION TEA	1,207	1,687	28.5	480	0	1,031	1,141	9.7	
10 279	BENEFITS - E.S.L. TEACHER	6,017	22,152	72.8	16,135	0	6,733	21,937	69.3	
10 284	BENEFITS - LONG TERM OCCASSION	58,487	140,625	58.4	82,138	0	59,539	142,659	58.3	
15 153	DEPARTMENT HEAD - ALLOWANCE	0	357,000	100.0	357,000	0	0	357,000	100.0	
15 253	BENEFITS - DEPT HEAD ALLOWANC	0	8,406	100.0	8,406	0	0	9,118	100.0	
<b>TOTAL - CLASSROOM TEACHERS</b>		<b>15,849,598</b>	<b>47,490,900</b>	<b>66.6</b>	<b>31,641,302</b>	<b>0</b>	<b>15,640,326</b>	<b>46,439,806</b>	<b>66.3</b>	
<b>OCCASSIONAL TEACHERS</b>										
10 181	LONG-TERM SICK LEAVE	70,850	300,000	76.4	229,150	0	155,631	300,000	48.1	
10 182	SHORT TERM TEACHER REPLACEM	446,038	1,141,756	60.9	695,718	0	441,852	1,126,428	60.8	
10 281	BENEFITS - L/T SICK LEAVE	6,266	29,978	79.1	23,712	0	13,823	29,953	53.9	
10 282	BENEFITS - SHORT TERM REPLACE	32,876	114,096	71.2	81,220	0	30,304	112,468	73.1	
24 182	SHORT TERM TEACHER REPLACEM	0	2,632	100.0	2,632	0	0	2,555	100.0	
24 282	BENEFITS - SHORT TERM REPLACE	0	263	100.0	263	0	0	256	100.0	
25 182	SHORT TERM TEACHER REPLACEM	0	22,401	100.0	22,401	0	1,417	21,748	93.5	
25 282	BENEFITS - SHORT TERM REPLACE	0	2,238	100.0	2,238	0	54	2,172	97.5	
<b>TOTAL - OCCASSIONAL TEACHERS</b>		<b>556,030</b>	<b>1,613,364</b>	<b>65.5</b>	<b>1,057,334</b>	<b>0</b>	<b>643,081</b>	<b>1,595,580</b>	<b>59.7</b>	
<b>TEACHER ASSISTANTS</b>										
10 190	CHILD & YOUTH WORKER	134,463	308,112	56.4	173,649	0	116,263	346,660	66.5	
10 191	EDUCATIONAL ASST.	1,314,047	3,194,166	58.9	1,880,119	0	1,212,799	3,011,577	59.7	
10 195	EDUCATIONAL ASST. - TEMPORARY	67,143	150,000	55.2	82,857	0	44,398	95,000	53.3	
10 196	TUTORS IN THE CLASSROOM	5,539	0	0.0	5,539	0	5,052	0	0.0	
10 290	BENEFIT - C & Y WORKERS	29,934	96,860	69.1	66,926	0	22,635	93,978	75.9	
10 291	BENEFITS - ED. ASST.	300,755	809,429	62.8	508,674	0	273,820	743,522	63.2	
10 295	BENEFITS - ED. ASST. (TEMP)	5,521	12,672	56.4	7,151	0	3,256	8,013	59.4	
10 296	BENEFITS - TUTORS IN THE CLASSR	273	0	0.0	273	0	232	0	0.0	
<b>TOTAL - TEACHER ASSISTANTS</b>		<b>1,857,675</b>	<b>4,571,239</b>	<b>59.4</b>	<b>2,713,564</b>	<b>0</b>	<b>1,678,455</b>	<b>4,298,750</b>	<b>61.0</b>	

**PROFESSIONAL & PARA-PROFESSIONAL**



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN**  
**FOR THE PERIOD ENDED ENDED: DECEMBER 31, 2010**

**SECONDARY SCHOOLS**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
10 177 CHAPLAIN - NON TEACHER	163,441	488,896	66.6	325,455	0	159,580	486,667	67.2
10 277 BENEFITS - CHAPLAIN NON TEACHE	25,683	112,460	77.2	86,777	0	22,007	112,844	80.5
21 131 INTERPRETERS	18,907	61,800	69.4	42,893	0	10,733	60,000	82.1
21 134 SOCIAL WORKER	28,766	83,154	65.4	54,388	0	27,939	80,732	65.4
21 231 BENEFITS - INTERPRETERS	3,717	11,248	67.0	7,531	0	1,588	6,767	76.5
21 234 BENEFITS - SOCIAL WORKER	4,463	15,136	70.5	10,673	0	4,244	18,585	77.2
22 116 OVERTIME	114	0	0.0	114-	0	114	0	0.0
22 135 TECHNICIANS	128,191	383,780	66.6	255,589	0	124,340	372,747	66.6
22 138 TEMPORARY ASSISTANCE	904	0	0.0	904-	0	143	0	0.0
22 235 BENEFITS - TECHNICIANS	27,755	208,996	86.7	181,241	0	25,970	203,594	87.2
22 238 BENEFITS - TEMPORARY ASSIS ST.S	40	0	0.0	40-	0	6	0	0.0
<b>TOTAL - PROFESSIONAL &amp; PARA-PR</b>	<b>401,981</b>	<b>1,365,470</b>	<b>70.6</b>	<b>963,489</b>	<b>0</b>	<b>376,664</b>	<b>1,341,936</b>	<b>71.9</b>

**LIBRARY & GUIDANCE**

23 135 TECHNICIANS	120,785	296,555	59.3	175,770	0	115,686	286,857	59.7
23 138 TEMPORARY ASSISTANCE	2,833	7,500	62.2	4,667	0	2,331	10,000	76.7
23 235 BENEFITS - TECHNICIANS	28,897	82,060	64.8	53,163	0	28,070	78,102	64.1
23 238 BENEFITS - TEMPORARY ASSIS ST.S	313	634	50.6	321	0	149	844	82.4
<b>TOTAL - LIBRARY &amp; GUIDANCE</b>	<b>152,828</b>	<b>386,749</b>	<b>60.5</b>	<b>233,921</b>	<b>0</b>	<b>146,236</b>	<b>375,803</b>	<b>61.1</b>

**PRINCIPALS & V.P.**

15 151 PRINCIPALS	316,514	951,299	66.7	634,785	0	318,942	960,799	66.8
15 152 VICE-PRINCIPALS	571,538	1,725,000	66.9	1,153,462	0	530,117	1,491,634	64.5
15 251 BENEFITS - PRINCIPALS	40,866	83,211	50.9	42,345	0	18,822	99,659	81.1
15 252 BENEFITS - VICE PRINCIPALS	64,062	150,887	57.5	86,825	0	36,301	154,721	76.5
<b>TOTAL - PRINCIPALS &amp; V.P.</b>	<b>992,980</b>	<b>2,910,397</b>	<b>65.9</b>	<b>1,917,417</b>	<b>0</b>	<b>904,182</b>	<b>2,706,813</b>	<b>66.6</b>

**SCHOOL SECRETARIES**

15 112 CLERICAL	572,109	1,409,684	59.4	837,575	0	564,480	1,363,648	58.6
15 115 TEMPORARY ASSISTANT	36,883	90,000	59.0	53,117	0	28,897	75,000	61.5
15 212 BENEFITS - CLERICAL	130,955	380,554	65.6	249,599	0	127,837	343,461	62.8
15 215 BENEFITS - TEMP ASSISTANT	7,595	24,296	68.7	16,701	0	7,089	5,835	21.5-
<b>TOTAL - SCHOOL SECRETARIES</b>	<b>747,542</b>	<b>1,904,534</b>	<b>60.8</b>	<b>1,156,992</b>	<b>0</b>	<b>728,303</b>	<b>1,787,944</b>	<b>59.3</b>

**TEACHER CONSULTANTS**

25 161 CONSULTANT TEACHER	222,555	607,074	63.3	384,519	0	163,443	599,047	72.7
25 261 BENEFITS - CONSULTANT	13,510	65,381	79.3	51,871	0	10,875	66,714	83.7
<b>TOTAL - TEACHER CONSULTANTS</b>	<b>236,065</b>	<b>672,455</b>	<b>64.9</b>	<b>436,390</b>	<b>0</b>	<b>174,318</b>	<b>665,761</b>	<b>73.8</b>

**SALARY & BEN - LIBRARY & GUIDANCE**

24 178 LIBRARY/GUIDANCE TEACHER	770,623	1,653,596	53.4	882,973	0	764,037	1,583,690	51.8
24 278 BENEFITS - LIBRARY/GUIDANCE TEA	57,969	178,083	67.5	120,114	0	53,205	176,371	69.8

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN**  
**FOR THE PERIOD ENDED ENDED: DECEMBER 31, 2010**

**SECONDARY SCHOOLS**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
<b>TOTAL - SALARY &amp; BEN - LIBRARY &amp;</b>	<b>828,592</b>	<b>1,831,679</b>	<b>54.8</b>	<b>1,003,087</b>	<b>0</b>	<b>817,242</b>	<b>1,760,061</b>	<b>53.6</b>
<b>PROFESSIONAL DEVELOPMENT</b>								
10 315 PROF. DEVELOP. - ACADEMIC	17,558	80,000	78.1	62,442	0	18,131	80,000	77.3
15 314 PROF. DEVEL. SCHOOL SEC.	120	0	0.0	120-	0	167	0	0.0
15 317 PROFESSIONAL DEVELOPMENT (NT)	9,719	35,000	72.2	25,281	0	8,377	35,000	76.1
21 315 PROF. DEVELOP. - ACADEMIC	0	5,000	100.0	5,000	0	0	5,000	100.0
<b>TOTAL - PROFESSIONAL DEVELOPM</b>	<b>27,397</b>	<b>120,000</b>	<b>77.2</b>	<b>92,603</b>	<b>0</b>	<b>26,675</b>	<b>120,000</b>	<b>77.8</b>
<b>CENTRAL PROGRAM CLASSROOM RESOU</b>								
10 320 TEXTBOOKS, LEARNING MATERIAL	10,752	100,000	89.3	89,248	121,435	12,395	256,500	95.2
10 330 CLASSROOM SUPPLIES & SERVICES	481,436	1,706,693	71.8	1,225,257	150,162	420,912	1,347,450	68.8
21 330 CLASSROOM SUPPLIES & SERVICES	2,107	20,000	89.5	17,893	0	486	20,000	97.6
<b>TOTAL - CENTRAL PROGRAM CLASS</b>	<b>494,295</b>	<b>1,826,693</b>	<b>72.9</b>	<b>1,332,398</b>	<b>271,597</b>	<b>433,793</b>	<b>1,623,950</b>	<b>73.3</b>
<b>CLASSROOM SUPPLIES &amp; SERVICES</b>								
10 320 TEXTBOOKS, LEARNING MATERIAL	52,709	331,882	84.1	279,173	16,590	62,498	274,646	77.2
10 330 CLASSROOM SUPPLIES & SERVICES	245,054	643,895	61.9	398,841	95,061	216,611	778,520	72.2
10 333 SPECIAL MINISTRY GRANTS	350	0	0.0	350-	0	0	0	0.0
10 335 PRINTING & COPIER - INSTR.	84,611	250,469	66.2	165,858	10,023	98,400	254,189	61.3
10 361 TRAVEL EXPENSE	12,220	66,131	81.5	53,911	0	10,938-	66,131	116.5
10 450 EDUCATIONAL FIELD TRIPS	67,898	104,069	34.8	36,171	12,063	46,061	106,293	56.7
10 451 SPORT COUNCIL	-4,304	0	0.0	4,304	0	0	0	0.0
23 320 TEXTBOOKS, LEARNING MATERIAL	42,009	83,491	49.7	41,482	17,415	26,188	84,729	69.1
24 361 TRAVEL EXPENSE	0	0	0.0	0	0	42	0	0.0
<b>TOTAL - CLASSROOM SUPPLIES &amp; S</b>	<b>500,547</b>	<b>1,479,937</b>	<b>66.2</b>	<b>979,390</b>	<b>151,152</b>	<b>438,862</b>	<b>1,564,508</b>	<b>72.0</b>
<b>INSTRUCTIONAL SUPPLIES &amp; SERVICES</b>								
21 317 PROFESSIONAL DEVELOPMENT (NT)	0	1,000	100.0	1,000	0	0	1,000	100.0
21 336 PRINTING & COPIER	0	5,000	100.0	5,000	0	0	5,000	100.0
21 361 TRAVEL EXPENSE	1,521	20,000	92.4	18,479	0	980	20,000	95.1
21 402 REPAIRS - COMPUTERS	0	1,000	100.0	1,000	0	0	1,000	100.0
25 317 PROFESSIONAL DEVELOPMENT (NT)	0	7,500	100.0	7,500	0	302	2,000	84.9
25 336 PRINTING & COPIER	623	10,000	93.8	9,377	0	132	10,000	98.7
25 361 TRAVEL EXPENSE	6,677	10,000	33.2	3,323	0	3,452	9,000	61.6
25 402 REPAIRS - COMPUTERS	0	1,500	100.0	1,500	0	279	1,000	72.1
25 420 HOSPITALITY	1,348	15,000	91.0	13,652	0	221	15,000	98.5
<b>TOTAL - INSTRUCTIONAL SUPPLIES</b>	<b>10,169</b>	<b>71,000</b>	<b>85.7</b>	<b>60,831</b>	<b>0</b>	<b>5,366</b>	<b>64,000</b>	<b>91.6</b>
<b>SCHOOL ADMIN. SUPPLIES &amp; SERVICES</b>								
15 361 TRAVEL EXPENSE	1,993	15,000	86.7	13,007	0	3,724	15,000	75.2
15 401 REPAIRS - F & E	202	0	0.0	202-	81	269	0	0.0

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN**  
**FOR THE PERIOD ENDED ENDED: DECEMBER 31, 2010**

**SECONDARY SCHOOLS**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE			
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL	
15 404 REPAIRS - TELEPHONE	7,877	50,000	84.3	42,123	3,838	4,789	50,000	90.4	
15 405 TELEPHONE - VOICE	17,325	75,000	76.9	57,675	0	18,180	100,000	81.8	
15 407 CELLULAR	4,090	0	0.0	4,090-	0	5,487	0	0.0	
15 410 OFFICE SUPPLIES & SERVICES	27,427	70,252	61.0	42,825	5,541	19,390	95,127	79.6	
15 415 SCHOOL COUNCIL (SCH)	768	8,348	90.8	7,580	0	900	8,473	89.4	
15 416 SCHOOL COUNCIL - SPECIAL	-4,000	0	0.0	4,000	0	65	0	0.0	
15 420 HOSPITALITY	955	6,400	85.1	5,445	0	956	6,400	85.1	
15 422 PRO GRANT	-8,774	0	0.0	8,774	0	1,435	0	0.0	
<b>TOTAL - SCHOOL ADMIN. SUPPLIES</b>	<b>47,863</b>	<b>225,000</b>	<b>78.7</b>	<b>177,137</b>	<b>9,460</b>	<b>55,195</b>	<b>275,000</b>	<b>79.9</b>	
<b>COMPUTERS - CLASSROOM</b>									
10 402 REPAIRS - COMPUTERS	8,279	16,000	48.3	7,721	458	11,038	16,000	31.0	
10 406 DATA COMMUNICATION LINES	8,032	52,000	84.6	43,968	0	11,500	52,000	77.9	
10 408 NETWORK SYSTEM	15,507	68,000	77.2	52,493	0	15,753	68,000	76.8	
10 552 ADDITIONAL - COMPUTERS	6,310	119,830	94.7	113,520	18	19,319	134,694	85.7	
10 661 SOFTWARE LICENSES & SUPPORT	19,111	30,000	36.3	10,889	0	16,414	30,000	45.3	
22 361 TRAVEL EXPENSE	536	0	0.0	536-	0	590	0	0.0	
22 402 REPAIRS - COMPUTERS	6,044	34,000	82.2	27,956	2	0	34,000	100.0	
22 407 CELLULAR	1,158	0	0.0	1,158-	0	935	0	0.0	
<b>TOTAL - COMPUTERS - CLASSROOM</b>	<b>64,977</b>	<b>319,830</b>	<b>79.7</b>	<b>254,853</b>	<b>478</b>	<b>75,549</b>	<b>334,694</b>	<b>77.4</b>	
<b>COMPUTERS - NON CLASSROOM</b>									
15 552 ADDITIONAL - COMPUTERS	0	25,000	100.0	25,000	4,688	0	25,000	100.0	
<b>TOTAL - COMPUTERS - NON CLASSR</b>	<b>0</b>	<b>25,000</b>	<b>100.0</b>	<b>25,000</b>	<b>4,688</b>	<b>0</b>	<b>25,000</b>	<b>100.0</b>	
<b>F &amp; E - CLASSROOM</b>									
10 551 ADDITIONAL - FURNITURE	23,519	86,687	72.9	63,168	7,536	28,845	88,780	67.5	
10 556 S.E.A. PER PUPIL / BOARD	986	0	0.0	986-	1,349	0	0	0.0	
<b>TOTAL - F &amp; E - CLASSROOM</b>	<b>24,505</b>	<b>86,687</b>	<b>71.7</b>	<b>62,182</b>	<b>8,885</b>	<b>28,845</b>	<b>88,780</b>	<b>67.5</b>	
<b>F &amp; E - NON CLASSROOM</b>									
15 551 ADDITIONAL - FURNITURE	0	22,043	100.0	22,043	0	24,535	22,671	8.2-	
<b>TOTAL - F &amp; E - NON CLASSROOM</b>	<b>0</b>	<b>22,043</b>	<b>100.0</b>	<b>22,043</b>	<b>0</b>	<b>24,535</b>	<b>22,671</b>	<b>8.2-</b>	
<b>FEES &amp; CONTRACTS</b>									
10 654 OTHER CONTRACTUAL SERVICES	0	72,000	100.0	72,000	0	0	72,000	100.0	
<b>TOTAL - FEES &amp; CONTRACTS</b>	<b>0</b>	<b>72,000</b>	<b>100.0</b>	<b>72,000</b>	<b>0</b>	<b>0</b>	<b>72,000</b>	<b>100.0</b>	
<b>AMORTIZATION &amp; NET LOSS DISPOSALS</b>									
<b>TOTAL - AMORTIZATION &amp; NET LOSS</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	
<b>TOTAL - SECONDARY SCHOOLS</b>	<b>22,793,044</b>	<b>66,994,977</b>	<b>66.0</b>	<b>44,201,933</b>	<b>446,260</b>	<b>22,197,627</b>	<b>65,163,057</b>	<b>65.9</b>	

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN**  
**FOR THE PERIOD ENDED ENDED: DECEMBER 31, 2010**

**CONTINUING EDUCATION**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
<b>TEACHER ASSISTANTS</b>								
<b>TEACHER ASSISTANTS</b>								
55 191	EDUCATIONAL ASST.	18,337	36,960	50.4	18,623	0	24,028	27,418 12.4
55 291	BENEFITS - ED. ASST.	5	3,445	99.9	3,440	0	3,916	7,403 47.1
<b>TOTAL - TEACHER ASSISTANTS</b>		<b>18,342</b>	<b>40,405</b>	<b>54.6</b>	<b>22,063</b>	<b>0</b>	<b>27,944</b>	<b>34,821 19.8</b>
<b>PROFESSIONAL &amp; PARA-PROFESSIONAL</b>								
55 107	INFO. TECHNOLOGY ASSISTANT	0	0	0.0	0	0	12,000	0 0.0
55 125	DAY CARE PROVIDER	12,026	34,466	65.1	22,440	0	11,579	39,175 70.4
55 135	TECHNICIANS	16,594	36,960	55.1	20,366	0	15,707	0 0.0
55 207	BENEFITS - I.T.A.	0	0	0.0	0	0	371	0 0.0
55 225	BENEFITS - DAY CARE PROVIDER	3,351	8,961	62.6	5,610	0	3,199	7,052 54.6
55 235	BENEFITS - TECHNICIANS	3,051	3,445	11.4	394	0	3,022	0 0.0
<b>TOTAL - PROFESSIONAL &amp; PARA-PR</b>		<b>35,022</b>	<b>83,832</b>	<b>58.2</b>	<b>48,810</b>	<b>0</b>	<b>45,878</b>	<b>46,227 0.8</b>
<b>PRINCIPALS &amp; V.P.</b>								
55 103	DEPARTMENT MANAGERS	61,868	173,269	64.3	111,401	0	58,525	213,131 72.5
55 111	COORDINATORS	19,805	58,038	65.9	38,233	0	0	64,043 100.0
55 151	PRINCIPALS	39,311	114,339	65.6	75,028	0	37,503	112,283 66.6
55 203	BENEFITS - DEPT. MANAGERS	9,100	30,320	70.0	21,220	0	8,698	37,139 76.6
55 211	BENEFITS - COORD.	4,548	10,447	56.5	5,899	0	0	10,750 100.0
55 251	BENEFITS - PRINCIPALS	2,432	11,434	78.7	9,002	0	2,307	11,228 79.5
<b>TOTAL - PRINCIPALS &amp; V.P.</b>		<b>137,064</b>	<b>397,847</b>	<b>65.6</b>	<b>260,783</b>	<b>0</b>	<b>107,033</b>	<b>448,574 76.1</b>
<b>SCHOOL SECRETARIES</b>								
15 112	CLERICAL	-569	0	0.0	569	0	0	0 0.0
55 112	CLERICAL	103,537	285,878	63.8	182,341	0	106,026	279,844 62.1
55 212	BENEFITS - CLERICAL	24,475	68,611	64.3	44,136	0	24,328	75,558 67.8
<b>TOTAL - SCHOOL SECRETARIES</b>		<b>127,443</b>	<b>354,489</b>	<b>64.1</b>	<b>227,046</b>	<b>0</b>	<b>130,354</b>	<b>355,402 63.3</b>
<b>SALARY &amp; BEN - TEMPORARY</b>								
55 115	TEMPORARY ASSISTANT	8,445	45,845	81.6	37,400	0	5,853	51,095 88.6
55 215	BENEFITS - TEMP ASSISTANT	589	4,341	86.4	3,752	0	361	4,863 92.6
<b>TOTAL - SALARY &amp; BEN - TEMPORAR</b>		<b>9,034</b>	<b>50,186</b>	<b>82.0</b>	<b>41,152</b>	<b>0</b>	<b>6,214</b>	<b>55,958 88.9</b>
<b>SALARY &amp; BEN - GRANT OFFICERS</b>								
55 155	ADMINISTRATORS & GRANT OFFICE	425	0	0.0	425-	0	5,315	0 0.0
55 255	BENEFITS - ADMIN & GRANT OFFICE	-493	0	0.0	493	0	855	0 0.0
<b>TOTAL - SALARY &amp; BEN - GRANT OFF</b>		<b>-68</b>	<b>0</b>	<b>0.0</b>	<b>68</b>	<b>0</b>	<b>6,170</b>	<b>0 0.0</b>
<b>SALARY &amp; BEN - ADULT ED. TEACHERS</b>								
55 182	CLASSROOM INSTRUCTORS	642,453	1,969,018	67.4	1,326,565	0	638,827	2,146,028 70.2

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
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**FOR THE PERIOD ENDED ENDED: DECEMBER 31, 2010**

**CONTINUING EDUCATION**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
55 193 CLASSROOM TEACHERS	451,732	1,336,362	66.2	884,630	0	451,916	1,397,050	67.7
55 292 BENEFITS - CON'T ED INSTRUCTORS	101,652	249,832	59.3	148,180	0	97,235	308,464	68.5
55 293 BENEFITS - CON'T ED. TEACHERS	54,606	191,582	71.5	136,976	0	54,170	223,122	75.7
<b>TOTAL - SALARY &amp; BEN - ADULT ED.</b>	<b>1,250,443</b>	<b>3,746,794</b>	<b>66.6</b>	<b>2,496,351</b>	<b>0</b>	<b>1,242,148</b>	<b>4,074,664</b>	<b>69.5</b>

**PROFESSIONAL DEVELOPMENT**

55 315 PROF. DEVELOP. - ACADEMIC	1,051	7,200	85.4	6,149	0	0	10,360	100.0
55 317 PROFESSIONAL DEVELOPMENT (NT)	3,358	7,500	55.2	4,142	0	3,525	5,500	35.9
55 318 PROF. MEMBERSHIPS	0	8,500	100.0	8,500	0	152	9,500	98.4
<b>TOTAL - PROFESSIONAL DEVELOPM</b>	<b>4,409</b>	<b>23,200</b>	<b>81.0</b>	<b>18,791</b>	<b>0</b>	<b>3,677</b>	<b>25,360</b>	<b>85.5</b>

**CENTRAL PROGRAM CLASSROOM RESOU**

55 325 COMPUTER SOFTWARE/CD ROM	327	33,000	99.0	32,673	0	0	35,500	100.0
55 335 PRINTING & COPIER - INSTR.	14,402	55,500	74.1	41,098	2,027	14,824	76,840	80.7
55 353 ADVERTISING & PROMOTION	25,270	58,000	56.4	32,730	0	3,766	105,000	96.4
55 366 CHILDMINDING	7,722	24,570	68.6	16,848	0	3,649	27,625	86.8
55 381 TRAVEL EXPENSE	4,357	18,500	76.5	14,143	0	5,056	11,258	55.1
55 401 REPAIRS - F & E	0	2,000	100.0	2,000	68	0	2,000	100.0
55 402 REPAIRS - COMPUTERS	527	2,500	78.9	1,973	42	1,685	5,000	66.3
55 404 REPAIRS - TELEPHONE	2,361	5,000	52.8	2,639	1,071	0	10,000	100.0
55 405 TELEPHONE - VOICE	6,092	10,900	44.1	4,808	0	5,263	25,900	79.7
55 406 DATA COMMUNICATION LINES	651	5,000	87.0	4,349	0	932	7,500	87.6
55 407 CELLULAR	1,263	5,000	74.7	3,737	159	1,121	10,000	88.8
55 410 OFFICE SUPPLIES & SERVICES	17,946	13,900	29.1	4,046	1,305	9,865	29,846	67.0
55 411 POSTAGE	932	4,000	76.7	3,068	475	985	5,000	80.3
55 413 COURIER & MOVING	1,158	5,000	76.8	3,842	1	0	5,000	100.0
55 416 SCHOOL COUNCIL - SPECIAL	0	0	0.0	0	0	0	2,000	100.0
55 420 HOSPITALITY	893	2,000	55.4	1,107	0	756	6,000	87.4
55 610 RENTAL/LEASE - INSTRUCT. ACCOM	58,353	121,738	52.1	63,385	2,085	114,539	163,357	29.9
<b>TOTAL - CENTRAL PROGRAM CLASS</b>	<b>142,254</b>	<b>366,608</b>	<b>61.2</b>	<b>224,354</b>	<b>7,233</b>	<b>162,441</b>	<b>527,826</b>	<b>69.2</b>

**CLASSROOM SUPPLIES & SERVICES**

55 320 TEXTBOOKS, LEARNING MATERIAL	40,766	94,340	56.8	53,574	8,221	2,528	61,485	95.9
55 325 COMPUTER SOFTWARE/CD ROM	0	0	0.0	0	0	17,323	19,500	11.2
55 330 CLASSROOM SUPPLIES & SERVICES	87,766	300,300	70.8	212,534	36,803	124,247	456,606	72.8
55 331 APPLICATION SOFTWARE	12,892	48,400	73.4	35,508	6,381	10,339	69,500	85.1
55 450 EDUCATIONAL FIELD TRIPS	18,688	158,800	88.2	140,112	2,752	22,864	175,750	87.0
55 682 PUBLIC TRANSIT FARES	5,322	15,557	65.8	10,235	142	6,680	83,529	92.0
<b>TOTAL - CLASSROOM SUPPLIES &amp; S</b>	<b>165,434</b>	<b>617,397</b>	<b>73.2</b>	<b>451,963</b>	<b>54,299</b>	<b>183,981</b>	<b>866,370</b>	<b>78.8</b>

**COMPUTERS - CLASSROOM**

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
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**FOR THE PERIOD ENDED ENDED: DECEMBER 31, 2010**

**CONTINUING EDUCATION**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
55 552 ADDITIONAL - COMPUTERS	6,411	20,000	67.9	13,589	1,119	9,092	45,000	79.8
<b>TOTAL - COMPUTERS - CLASSROOM</b>	<b>6,411</b>	<b>20,000</b>	<b>67.9</b>	<b>13,589</b>	<b>1,119</b>	<b>9,092</b>	<b>45,000</b>	<b>79.8</b>
<b>F &amp; E - CLASSROOM</b>								
55 551 ADDITIONAL - FURNITURE	0	0	0.0	0	0	0	10,000	100.0
<b>TOTAL - F &amp; E - CLASSROOM</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,000</b>	<b>100.0</b>
<b>FEES &amp; CONTRACTS</b>								
55 654 OTHER CONTRACTUAL SERVICES	0	0	0.0	0	0	66	3,000	97.8
55 661 SOFTWARE LICENSES & SUPPORT	1,824	5,700	68.0	3,876	0	1,824	4,000	54.4
<b>TOTAL - FEES &amp; CONTRACTS</b>	<b>1,824</b>	<b>5,700</b>	<b>68.0</b>	<b>3,876</b>	<b>0</b>	<b>1,890</b>	<b>7,000</b>	<b>73.0</b>
<b>TOTAL - CONTINUING EDUCATION</b>	<b>1,897,612</b>	<b>5,706,458</b>	<b>66.8</b>	<b>3,808,846</b>	<b>62,651</b>	<b>1,926,822</b>	<b>6,497,202</b>	<b>70.3</b>

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN**  
**FOR THE PERIOD ENDED ENDED: DECEMBER 31, 2010**

**PLANT OPERATIONS**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE			
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL	
<b>SALARY &amp; BEN - MANAGERS</b>									
<b>SALARY &amp; BEN - MANAGERS</b>									
40 103	DEPARTMENT MANAGERS	77,610	220,517	64.8	142,907	0	74,767	214,195	65.1
40 110	TECHNICAL & OPERATIONS	-989	63,800	101.6	64,789	0	11,122	0	0.0
40 113	COORDINATORS	70,667	198,277	64.4	127,610	0	91,945	202,667	54.6
40 115	TEMPORARY ASSISTANT	532	0	0.0	532-	0	424	0	0.0
40 203	BENEFITS - DEPT. MANAGERS	11,225	56,462	80.1	45,237	0	10,614	52,413	79.8
40 210	BENEFITS - TECHNICAL STAFF	9	16,338	99.9	16,329	0	3,127	0	0.0
40 213	BENEFITS - COORD.	11,936	50,771	76.5	38,835	0	23,610	49,595	52.4
40 215	BENEFITS - TEMP ASSISTANT	24	0	0.0	24-	0	14	0	0.0
<b>TOTAL - SALARY &amp; BEN - MANAGERS</b>		<b>171,014</b>	<b>606,165</b>	<b>71.8</b>	<b>435,151</b>	<b>0</b>	<b>215,623</b>	<b>518,870</b>	<b>58.4</b>
<b>SALARY &amp; BEN - CARETAKER</b>									
40 108	CARETAKER	1,070,834	3,100,000	65.5	2,029,166	64,718	1,100,513	3,253,959	66.2
40 118	CARETAKER REPLACEMENT	388,961	600,000	35.2	211,039	0	148,702	250,000	40.5
40 141	MODIFIED WORK - CARETAKERS	15,244	0	0.0	15,244-	0	16,139	0	0.0
40 208	BENEFITS - CARETAKER	251,661	993,748	74.7	742,087	0	252,315	796,243	68.3
40 218	BENEFITS - CARETAKER REPL.	1,361	153,629	99.1	152,268	0	1,731	61,175	97.2
40 241	BENEFITS - MODIFIED WORK (CTKRS)	2,795	0	0.0	2,795-	0	2,967	0	0.0
<b>TOTAL - SALARY &amp; BEN - CARETAKE</b>		<b>1,730,856</b>	<b>4,847,377</b>	<b>64.3</b>	<b>3,116,521</b>	<b>64,718</b>	<b>1,522,367</b>	<b>4,361,377</b>	<b>65.1</b>
<b>SALARY &amp; BEN - CLEANER</b>									
40 109	CLEANER	987,513	3,400,000	71.0	2,412,487	0	1,055,328	3,540,707	70.2
40 119	CLEANER REPLACEMENT	95,743	500,000	80.9	404,257	0	130,523	150,000	13.0
40 209	BENEFITS - CLEANER	350,616	870,571	59.7	519,955	0	299,155	866,411	65.5
40 219	BENEFITS - CLEANER REPL.	10,788	128,028	91.6	117,240	0	12,962	36,704	64.7
40 418	CONTRACTED CLEANING	47,383	300,000	84.2	252,617	10,842	71,595	300,000	76.1
<b>TOTAL - SALARY &amp; BEN - CLEANER</b>		<b>1,492,043</b>	<b>5,198,599</b>	<b>71.3</b>	<b>3,706,556</b>	<b>10,842</b>	<b>1,569,563</b>	<b>4,893,822</b>	<b>67.9</b>
<b>SALARY &amp; BEN - CLERICAL</b>									
40 112	CLERICAL	28,530	149,283	80.9	120,753	0	32,448	135,226	76.0
40 212	BENEFITS - CLERICAL	25,237	38,224	34.0	12,987	0	7,595	33,091	77.1
<b>TOTAL - SALARY &amp; BEN - CLERICAL</b>		<b>53,767</b>	<b>187,507</b>	<b>71.3</b>	<b>133,740</b>	<b>0</b>	<b>40,043</b>	<b>168,317</b>	<b>76.2</b>
<b>PROFESSIONAL DEVELOPMENT</b>									
40 317	PROFESSIONAL DEVELOPMENT (NT)	120	9,000	98.7	8,880	0	3,852	9,000	57.2
40 318	PROF. MEMBERSHIPS	788	1,000	21.2	212	0	0	1,000	100.0
<b>TOTAL - PROFESSIONAL DEVELOPM</b>		<b>908</b>	<b>10,000</b>	<b>90.9</b>	<b>9,092</b>	<b>0</b>	<b>3,852</b>	<b>10,000</b>	<b>61.5</b>
<b>SUPPLIES &amp; SERV - UTILITIES</b>									
40 341	HYDRO	607,875	2,300,000	73.6	1,692,125	8	360,269	2,300,000	84.3
40 343	HEATING - GAS	319,567	1,600,000	80.0	1,280,433	0	171,139	1,800,000	90.5

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN**  
**FOR THE PERIOD ENDED ENDED: DECEMBER 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	122,313	450,000	72.8	327,687	6	98,371	400,000	75.4		
<b>TOTAL - SUPPLIES &amp; SERV - UTILITIE</b>	<b>1,049,755</b>	<b>4,350,000</b>	<b>75.9</b>	<b>3,300,245</b>	<b>14</b>	<b>629,779</b>	<b>4,500,000</b>	<b>86.0</b>		

**SUPPLIES & SERV - PLANT OPERATIONS**

40 325 COMPUTER SOFTWARE/CD ROM	33,151	40,000	17.1	6,849	0	586	40,000	98.5	
40 361 TRAVEL EXPENSE	11,676	30,000	61.1	18,324	0	13,437	25,000	46.3	
40 370 VEHICLE FUEL	0	0	0.0	0	0	19	0	0.0	
40 371 CLEANING PRODUCTS	109,072	420,000	74.0	310,928	4,553	110,860	360,000	69.2	
40 372 CLEANING TOOLS	4,101	10,000	59.0	5,899	14	7,929	10,000	20.7	
40 373 TOILET PAPER	0	0	0.0	0	0	29,545	95,000	68.9	
40 375 UNIFORMS	340	20,000	98.3	19,660	2	26,334	0	0.0	
40 376 LIGHTING	949	5,000	81.0	4,051	0	0	5,000	100.0	
40 379 REPAIRS - HEALTH & SAFETY	22,393	45,000	50.2	22,607	23,631	16,443	75,000	78.1	
40 380 REPAIRS - EQUIPMENT	19,609	70,000	72.0	50,391	46	27,320	70,000	61.0	
40 407 CELLULAR	1,342	10,000	86.6	8,658	233	974	10,000	90.3	
40 408 NETWORK SYSTEM	368	0	0.0	368-	0	274	0	0.0	
40 410 OFFICE SUPPLIES & SERVICES	6,033	5,000	20.7-	1,033-	1,409	3,425	5,000	31.5	
40 417 SECURITY & SURVIELANCE	11,886	40,000	70.3	28,114	3,999	7,564	20,000	62.2	
40 420 HOSPITALITY	356	2,500	85.8	2,144	0	218	2,500	91.3	
40 440 VEHICLE MAINTENANCE & SUPPLIES	0	0	0.0	0	0	10	0	0.0	
<b>TOTAL - SUPPLIES &amp; SERV - PLANT</b>	<b>221,276</b>	<b>697,500</b>	<b>68.3</b>	<b>476,224</b>	<b>33,887</b>	<b>244,938</b>	<b>717,500</b>	<b>65.9</b>	

**SUPPLIES & SERVICES - GROUNDS**

40 385 GRASS CUTTING	39,892	125,000	68.1	85,108	672	45,634	110,000	58.5	
40 386 SNOW PLOWING	17,390	580,000	97.0	562,610	7	454	580,000	99.9	
40 388 GARBAGE DISPOSAL	54,672	140,000	61.0	85,328	93,066	41,637	140,000	70.3	
<b>TOTAL - SUPPLIES &amp; SERVICES - GR</b>	<b>111,954</b>	<b>845,000</b>	<b>86.8</b>	<b>733,046</b>	<b>93,745</b>	<b>87,725</b>	<b>830,000</b>	<b>89.4</b>	

**F & E - PLANT OPERATIONS**

40 551 ADDITIONAL - FURNITURE	332	25,000	98.7	24,668	0	0	20,000	100.0	
40 552 ADDITIONAL - COMPUTERS	0	1,500	100.0	1,500	0	0	1,500	100.0	
40 630 RENTAL/LEASE - OTHER	16,668	50,000	66.7	33,332	21,526	13,150	50,000	73.7	
43 610 RENTAL/LEASE - INSTRUCT. ACCOM	196,020	500,000	60.8	303,981	303,546	0	0	0.0	
<b>TOTAL - F &amp; E - PLANT OPERATIONS</b>	<b>213,020</b>	<b>576,500</b>	<b>63.1</b>	<b>363,481</b>	<b>325,072</b>	<b>13,150</b>	<b>71,500</b>	<b>81.6</b>	

**FEES & CONTRACTS**

40 653 PROFESSIONAL FEES	23,426	10,000	34.3-	13,426-	1	2,558	10,000	74.4	
40 665 RECYCLING	41	20,000	99.8	19,959	0	3,692	20,000	81.5	
40 671 PROPERTY INSURANCE	191,740	190,000	0.9-	1,740-	0	186,854	190,000	1.7	
40 672 LIABILITY INSURANCE	339,193	340,000	0.2	807	0	336,768	340,000	1.0	
40 673 VEHICLE INSURANCE	3,172	0	0.0	3,172-	0	3,150	0	0.0	



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN**  
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**PLANT OPERATIONS**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
TOTAL - FEES & CONTRACTS	557,572	560,000	0.4	2,428	1	533,022	560,000	4.8
TOTAL - PLANT OPERATIONS	5,602,165	17,878,648	68.7	12,276,484	528,279	4,860,062	16,631,386	70.8

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN**  
**FOR THE PERIOD ENDED ENDED: DECEMBER 31, 2010**

**PLANT MAINTENANCE**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE				
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL		
<b>SALARY &amp; BEN - MANAGERS</b>										
<b>SALARY &amp; BEN - MANAGERS</b>										
41 103	DEPARTMENT MANAGERS	60,350	276,021	78.1	215,671	0	52,834	268,127	80.3	
41 111	COORDINATORS	102,865	187,460	45.1	84,595	0	101,673	182,001	44.1	
41 203	BENEFITS - DEPT. MANAGERS	9,184	65,389	86.0	56,205	0	8,860	62,696	85.9	
41 211	BENEFITS - COORD.	19,746	44,413	55.5	24,667	0	18,880	42,558	55.6	
<b>TOTAL - SALARY &amp; BEN - MANAGERS</b>		<b>192,145</b>	<b>573,283</b>	<b>66.5</b>	<b>381,138</b>	<b>0</b>	<b>182,247</b>	<b>555,382</b>	<b>67.2</b>	
<b>SALARY &amp; BENEFITS - TECHNICAL</b>										
41 110	TECHNICAL & OPERATIONS	276,182	700,000	60.6	423,818	0	239,979	700,000	65.7	
41 210	BENEFITS - TECHNICAL STAFF	54,341	165,843	67.2	111,502	0	46,725	163,676	71.5	
<b>TOTAL - SALARY &amp; BENEFITS - TECH</b>		<b>330,523</b>	<b>865,843</b>	<b>61.8</b>	<b>535,320</b>	<b>0</b>	<b>286,704</b>	<b>863,676</b>	<b>66.8</b>	
<b>SALARY &amp; BEN - CLERICAL</b>										
41 112	CLERICAL	27,744	62,448	55.6	34,704	0	13,824	42,448	67.4	
41 212	BENEFITS - CLERICAL	5,687	14,791	61.6	9,104	0	3,552	9,925	64.2	
<b>TOTAL - SALARY &amp; BEN - CLERICAL</b>		<b>33,431</b>	<b>77,239</b>	<b>56.7</b>	<b>43,808</b>	<b>0</b>	<b>17,376</b>	<b>52,373</b>	<b>66.8</b>	
<b>SALARY &amp; BEN - TEMPORARY</b>										
41 114	STUDENT HELP	1,810	20,000	91.0	18,190	0	1,159	20,000	94.2	
41 115	TEMPORARY ASSISTANT	5,746	0	0.0	5,746-	0	0	10,000	100.0	
41 214	BENEFITS - STUDENT HELP	135	1,468	90.8	1,333	0	183	1,485	87.7	
41 215	BENEFITS - TEMP ASSISTANT	672	0	0.0	672-	0	0	742	100.0	
<b>TOTAL - SALARY &amp; BEN - TEMPORAR</b>		<b>8,363</b>	<b>21,468</b>	<b>61.0</b>	<b>13,105</b>	<b>0</b>	<b>1,342</b>	<b>32,227</b>	<b>95.8</b>	
<b>PROFESSIONAL DEVELOPMENT</b>										
41 317	PROFESSIONAL DEVELOPMENT (NT)	0	500	100.0	500	0	0	500	100.0	
41 318	PROF. MEMBERSHIPS	717	7,000	89.8	6,283	0	1,505	7,000	78.5	
<b>TOTAL - PROFESSIONAL DEVELOPM</b>		<b>717</b>	<b>7,500</b>	<b>90.4</b>	<b>6,783</b>	<b>0</b>	<b>1,505</b>	<b>7,500</b>	<b>79.9</b>	
<b>SUPPLIES &amp; SERV - PLANT OPERATIONS</b>										
40 377	INTRUSION ALARMS	67,187	125,000	46.3	57,813	52,734	55,082	175,000	68.5	
40 378	FIRE SAFETY	4,817	225,000	97.9	220,183	25	8,439	350,215	97.6	
<b>TOTAL - SUPPLIES &amp; SERV - PLANT</b>		<b>72,004</b>	<b>350,000</b>	<b>79.4</b>	<b>277,996</b>	<b>52,759</b>	<b>63,521</b>	<b>525,215</b>	<b>87.9</b>	
<b>SUPPLIES &amp; SERVICES - GROUNDS</b>										
40 381	ASPHALT/CONCRETE	3,193	20,000	84.0	16,808	0	3,155	30,992	89.8	
40 382	FENCING	2,058	20,000	89.7	17,942	0	3,768	64,827	94.2	
40 383	LANDSCAPING	9,846	50,000	80.3	40,154	9	27,782	71,983	61.4	
40 384	DRAINAGE	33,514	70,000	52.1	36,486	53,334	1,778	27,586	93.6	
40 387	PLAYGROUND EQUIPMENT	603	10,000	94.0	9,397	0	11,857	21,207	44.1	
40 389	LINE MARKING	12,338	30,000	58.9	17,662	5	4,728	13,190	64.2	

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN**  
**FOR THE PERIOD ENDED ENDED: DECEMBER 31, 2010**

**PLANT MAINTENANCE**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE			
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL	
<b>TOTAL - SUPPLIES &amp; SERVICES - GR</b>	<b>61,552</b>	<b>200,000</b>	<b>69.2</b>	<b>138,449</b>	<b>53,348</b>	<b>53,068</b>	<b>229,785</b>	<b>76.9</b>	
<b>SUPPLIES &amp; SERV - PLANT MAINT.</b>									
41 361 TRAVEL EXPENSE	2,261	9,000	74.9	6,739	0	12,963	9,000	44.0-	
41 370 VEHICLE FUEL	17,859	50,000	64.3	32,141	0	0	64,802	100.0	
41 401 REPAIRS - F & E	0	5,000	100.0	5,000	0	831	2,198	62.2	
41 405 TELEPHONE - VOICE	792	0	0.0	792-	0	4,027	0	0.0	
41 407 CELLULAR	7,657	30,000	74.5	22,343	72	1,644	35,000	95.3	
41 408 NETWORK SYSTEM	1,660	0	0.0	1,660-	0	598	0	0.0	
41 410 OFFICE SUPPLIES & SERVICES	424	5,000	91.5	4,576	80	11,590	5,000	31.8-	
41 440 VEHICLE MAINTENANCE & SUPPLIES	24,695	70,000	64.7	45,305	0	0	80,000	100.0	
<b>TOTAL - SUPPLIES &amp; SERV - PLANT</b>	<b>55,348</b>	<b>169,000</b>	<b>67.3</b>	<b>113,652</b>	<b>152</b>	<b>31,653</b>	<b>196,000</b>	<b>83.9</b>	
<b>SUPPLIES &amp; SERVICES- BUILDING MTC.</b>									
41 430 SCHOOL GENERAL MAINTENANCE	12,333	80,000	84.6	67,667	8,629	12,858	100,000	87.1	
41 431 GENERAL REPAIRS	28,410	50,000	43.2	21,590	43,541	31,446	50,000	37.1	
41 458 P.A. & TELEPHONE SYSTEMS	1,109	10,000	88.9	8,891	2	2,295	10,000	77.1	
41 459 CLOCK SYSTEMS	0	5,000	100.0	5,000	0	1,107	5,000	77.9	
41 460 H.V.A.C.	37,375	175,000	78.6	137,625	30,202	67,375	200,000	66.3	
41 461 BOILER REPAIR	801	30,000	97.3	29,199	3	7,125	30,000	76.3	
41 462 ELECTRICAL REPAIR	57,600	175,000	67.1	117,400	7,635	61,053	200,000	69.5	
41 463 ROOFING	7,091	30,000	76.4	22,909	3	4,117	30,000	86.3	
41 464 WINDOW GLASS & FRAME	8,808	45,000	80.4	36,192	1,066	12,101	45,000	73.1	
41 465 PLUMBING	33,368	100,000	66.6	66,632	14	14,217	100,000	85.8	
41 466 PAINTING	7,231	10,000	27.7	2,769	14	5,218	10,000	47.8	
41 467 PORTABLES	80	30,000	99.7	29,920	7	508	30,000	98.3	
41 468 FLOOR & CEILING	4,544	20,000	77.3	15,456	0	2,203	20,000	89.0	
41 469 HARDWARE	22,403	80,000	72.0	57,597	17	18,759	100,000	81.2	
41 470 CARPENTRY	5,638	25,000	77.5	19,362	12	2,042	25,000	91.8	
41 471 DRAPERY	235	10,000	97.7	9,765	3	751	10,000	92.5	
41 472 MASONRY	0	10,000	100.0	10,000	0	0	10,000	100.0	
41 473 TOOLS	449	20,000	97.8	19,551	0	16	20,000	99.9	
<b>TOTAL - SUPPLIES &amp; SERVICES- BUI</b>	<b>227,475</b>	<b>905,000</b>	<b>74.9</b>	<b>677,525</b>	<b>91,148</b>	<b>243,191</b>	<b>995,000</b>	<b>75.6</b>	
<b>F &amp; E - PLANT MAINTENANCE</b>									
41 551 ADDITIONAL - FURNITURE	0	30,000	100.0	30,000	3,919	0	30,000	100.0	
41 552 ADDITIONAL - COMPUTERS	0	1,500	100.0	1,500	0	0	1,500	100.0	
<b>TOTAL - F &amp; E - PLANT MAINTENANC</b>	<b>0</b>	<b>31,500</b>	<b>100.0</b>	<b>31,500</b>	<b>3,919</b>	<b>0</b>	<b>31,500</b>	<b>100.0</b>	
<b>FEES &amp; CONTRACTS</b>									
41 653 PROFESSIONAL FEES	548	25,000	97.8	24,452	0	49,830	10,000	98.3-	

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN**  
**FOR THE PERIOD ENDED ENDED: DECEMBER 31, 2010**

**PLANT MAINTENANCE**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE				
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL		
41 654 OTHER CONTRACTUAL SERVICES	9,455	20,000	52.7	10,545	851	8,851	15,000	41.0		
41 673 VEHICLE INSURANCE	13,878	15,000	7.5	1,122	0	13,879	15,000	7.5		
41 680 LIFTING DEVICES	3,296	15,000	78.0	11,704	2	3,964	10,000	60.4		
<b>TOTAL - FEES &amp; CONTRACTS</b>	<b>27,177</b>	<b>75,000</b>	<b>63.8</b>	<b>47,823</b>	<b>853</b>	<b>76,524</b>	<b>50,000</b>	<b>53.1-</b>		

**AMORTIZATION & NET LOSS DISPOSALS**

<b>TOTAL - AMORTIZATION &amp; NET LOSS</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>		
<b>TOTAL - PLANT MAINTENANCE</b>	<b>1,008,735</b>	<b>3,275,833</b>	<b>69.2</b>	<b>2,267,099</b>	<b>202,179</b>	<b>957,131</b>	<b>3,538,658</b>	<b>73.0</b>		

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN**  
**FOR THE PERIOD ENDED ENDED: DECEMBER 31, 2010**

**TRANSPORTATION DEPARTMENT**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
<b>SALARY &amp; BEN - MANAGERS</b>								
<b>SALARY &amp; BEN - MANAGERS</b>								
50 103 DEPARTMENT MANAGERS	22,147	95,882	76.9	73,735	0	21,509	93,174	76.9
50 203 BENEFITS - DEPT. MANAGERS	3,970	15,187	73.9	11,217	0	3,827	14,366	73.3
<b>TOTAL - SALARY &amp; BEN - MANAGERS</b>	<b>26,117</b>	<b>111,069</b>	<b>76.5</b>	<b>84,952</b>	<b>0</b>	<b>25,336</b>	<b>107,530</b>	<b>76.4</b>
<b>SALARY &amp; BENEFITS - TECHNICAL</b>								
50 110 TECHNICAL & OPERATIONS	18,151	139,936	87.0	121,785	0	17,628	135,984	87.0
50 210 BENEFITS - TECHNICAL STAFF	3,987	22,167	82.0	18,180	0	3,817	20,952	81.8
<b>TOTAL - SALARY &amp; BENEFITS - TECH</b>	<b>22,138</b>	<b>162,103</b>	<b>86.3</b>	<b>139,965</b>	<b>0</b>	<b>21,445</b>	<b>156,936</b>	<b>86.3</b>
<b>SALARY &amp; BEN - CLERICAL</b>								
50 112 CLERICAL	0	15,856	100.0	15,856	0	0	0	0.0
50 115 TEMPORARY ASSISTANT	0	27,442	100.0	27,442	0	0	17,923	100.0
50 212 BENEFITS - CLERICAL	0	2,512	100.0	2,512	0	0	0	0.0
50 215 BENEFITS - TEMP ASSISTANT	0	1,394	100.0	1,394	0	0	858	100.0
<b>TOTAL - SALARY &amp; BEN - CLERICAL</b>	<b>0</b>	<b>47,204</b>	<b>100.0</b>	<b>47,204</b>	<b>0</b>	<b>0</b>	<b>18,781</b>	<b>100.0</b>
<b>SUPPLIES &amp; SERV - BUSINESS ADMIN.</b>								
50 317 PROFESSIONAL DEVELOPMENT (NT)	0	2,554	100.0	2,554	0	0	2,557	100.0
50 325 COMPUTER SOFTWARE/CD ROM	0	10,300	100.0	10,300	0	0	16,041	100.0
50 361 TRAVEL EXPENSE	0	2,266	100.0	2,266	0	0	2,268	100.0
50 407 CELLULAR	91	6,262	98.6	6,171	0	69	6,268	98.9
50 410 OFFICE SUPPLIES & SERVICES	0	15,728	100.0	15,728	0	0	3,505	100.0
50 611 RENTAL/LEASE - NON INSTRUCT AC	0	32,713	100.0	32,713	0	0	32,743	100.0
<b>TOTAL - SUPPLIES &amp; SERV - BUSINE</b>	<b>91</b>	<b>69,823</b>	<b>99.9</b>	<b>69,732</b>	<b>0</b>	<b>69</b>	<b>63,382</b>	<b>99.9</b>
<b>FURNITURE &amp; EQUIPMENT</b>								
50 551 ADDITIONAL - FURNITURE	0	1,566	100.0	1,566	0	0	1,567	100.0
50 552 ADDITIONAL - COMPUTERS	0	90,187	100.0	90,187	0	0	10,309	100.0
<b>TOTAL - FURNITURE &amp; EQUIPMENT</b>	<b>0</b>	<b>91,753</b>	<b>100.0</b>	<b>91,753</b>	<b>0</b>	<b>0</b>	<b>11,876</b>	<b>100.0</b>
<b>FEES &amp; CONTRACTS</b>								
50 685 TRANSPORTATION CONTRACTS	2,344,804	6,891,554	66.0	4,546,750	7	1,542,221	9,137,037	83.1
50 691 SHARED ROUTES - D.S.B.N.	1,026,374	1,943,772	47.2	917,398	0	298,777	0	0.0
50 692 NIAGARA FALLS TAXI	37,442	85,032	56.0	47,590	0	11,570	0	0.0
50 694 5-O TAXI	64,591	152,455	57.6	87,864	0	60,456	237,487	74.5
50 695 S-S ACE NOTRE DAME	15,835	0	0.0	15,835	0	0	0	0.0
50 696 SCHOOL TO SCHOOL	259,732	908,078	71.4	648,346	1	158,614	908,078	82.5
<b>TOTAL - FEES &amp; CONTRACTS</b>	<b>3,748,778</b>	<b>9,980,891</b>	<b>62.4</b>	<b>6,232,113</b>	<b>8</b>	<b>2,071,638</b>	<b>10,282,602</b>	<b>79.9</b>

**AMORTIZATION & NET LOSS DISPOSALS**

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN**  
**FOR THE PERIOD ENDED ENDED: DECEMBER 31, 2010**

**TRANSPORTATION DEPARTMENT**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
TOTAL - AMORTIZATION & NET LOSS	0	0	0.0	0	0	0	0	0.0
TOTAL - TRANSPORTATION DEPART	3,797,124	10,462,843	63.7	6,665,719	8	2,118,488	10,641,107	80.1

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**  
**UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN**  
**FOR THE PERIOD ENDED ENDED: DECEMBER 31, 2010**

**CAPITAL AND OTHER EXPENDITURES**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
<b>GOOD PLACES TO LEARN</b>								
<b>GOOD PLACES TO LEARN</b>								
46 753 DEBENTURE PRINCIPAL	350,122	0	0.0	350,122-	0	334,068	676,069	50.6
46 754 DEBENTURE INTEREST	647,980	1,287,688	49.7	639,708	0	663,951	1,320,010	49.7
46 757 COST OF ISSUING DEBENTURE	3,621	7,199	49.7	3,578	0	3,703	7,366	49.7
<b>TOTAL - GOOD PLACES TO LEARN</b>	<b>1,001,723</b>	<b>1,294,887</b>	<b>22.6</b>	<b>293,164</b>	<b>0</b>	<b>1,001,722</b>	<b>2,003,445</b>	<b>50.0</b>
<b>FACILITY RENEWAL PROJECTS</b>								
42 764 MAJOR ALTERATION PROJECTS	222,761	841,417	73.5	618,656	682,057	129,061	2,040,431	93.7
<b>TOTAL - FACILITY RENEWAL PROJE</b>	<b>222,761</b>	<b>841,417</b>	<b>73.5</b>	<b>618,656</b>	<b>682,057</b>	<b>129,061</b>	<b>2,040,431</b>	<b>93.7</b>
<b>DEBT CHARGES BEFORE MAY, 1998</b>								
45 751 DEBENTURE PRINCIPAL	283,000	0	0.0	283,000-	0	261,000	612,000	57.4
45 752 DEBENTURE INTEREST	164,162	405,406	59.5	241,244	0	129,706	478,431	72.9
<b>TOTAL - DEBT CHARGES BEFORE M</b>	<b>447,162</b>	<b>405,406</b>	<b>10.3-</b>	<b>41,756-</b>	<b>0</b>	<b>390,706</b>	<b>1,090,431</b>	<b>64.2</b>
<b>DEBT CHARGES AFTER MAY, 1998</b>								
45 754 DEBENTURE INTEREST	0	117,487	100.0	117,487	0	0	117,487	100.0
<b>TOTAL - DEBT CHARGES AFTER MAY</b>	<b>0</b>	<b>117,487</b>	<b>100.0</b>	<b>117,487</b>	<b>0</b>	<b>0</b>	<b>117,487</b>	<b>100.0</b>
<b>NEW PUPIL PLACES</b>								
43 610 RENTAL/LEASE - INSTRUCT. ACCOM	0	0	0.0	0	0	199,136	508,637	60.9
43 753 DEBENTURE PRINCIPAL	650,793	0	0.0	650,793-	0	612,578	1,476,716	58.5
43 754 DEBENTURE INTEREST	409,286	3,435,058	88.1	3,025,772	0	414,424	3,525,769	88.3
43 758 BUILDINGS	0	7,347,510	100.0	7,347,510	0	0	282,102	100.0
<b>TOTAL - NEW PUPIL PLACES</b>	<b>1,060,079</b>	<b>10,782,568</b>	<b>90.2</b>	<b>9,722,489</b>	<b>0</b>	<b>1,226,138</b>	<b>5,793,224</b>	<b>78.8</b>
<b>PROVISION FOR RESERVES</b>								
60 731 RESERVES - WORKING CAPITAL	0	0	0.0	0	0	0	1,000,000	100.0
<b>TOTAL - PROVISION FOR RESERVES</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,000,000</b>	<b>100.0</b>
<b>DGROUP - Not Found</b>								
<b>TOTAL -</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>
<b>TOTAL - CAPITAL AND OTHER EXPEN</b>	<b>2,731,725</b>	<b>13,441,765</b>	<b>79.7</b>	<b>10,710,040</b>	<b>682,057</b>	<b>2,747,627</b>	<b>12,045,018</b>	<b>77.2</b>

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
 UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN  
 FOR THE PERIOD ENDED: DECEMBER 31, 2010**

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
<b>GRAND TOTAL-</b>	81,096,811.00	242,123,103	66.5	161,026,292	2,654,957	73,619,488	230,111,033	68.0

**Prepared by : William Tumath  
 Finance Department**



**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
PUBLIC SESSION  
JANUARY 25, 2011**

**TOPIC: TRUSTEE INFORMATION  
SPOTLIGHT ON NIAGARA CATHOLIC  
JANUARY 18, 2011**

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To be distributed at  
the January Board Meeting

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
PUBLIC SESSION  
JANUARY 25, 2011**

**TOPIC: TRUSTEE INFORMATION  
SPOTLIGHT ON NIAGARA CATHOLIC  
SPECIAL BABY DAY 2011 EDITION**

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To be distributed at  
the January Board Meeting

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
PUBLIC SESSION  
JANUARY 25, 2011**


**TOPIC: TRUSTEE INFORMATION  
CALENDAR OF EVENTS – FEBRUARY 2011**

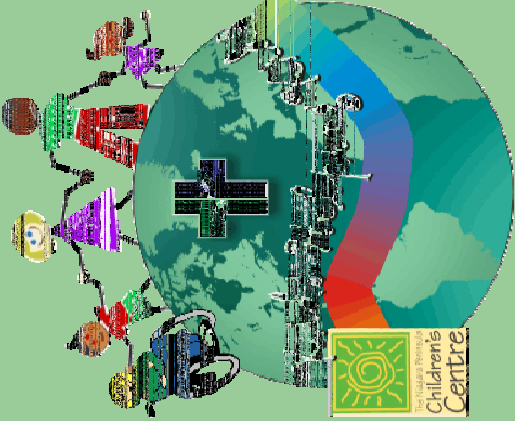
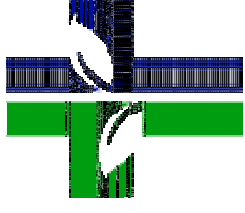
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# February 2011

SUN MON TUE WED THU FRI SAT

6	7	8	9	10	11	12
		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
			SEAC Mtg FDELK - Open Houses	<< Secondary Exams >>	Sec PA Day	
		<b>8</b>	<b>9</b>			
		CW Mtg Secondary Open House - HC				
		<b>Kids Helping Kids Campaign — Feb 7-11</b>				
		<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>
		Celebrating Intermediate Artists - Opening Gala		Faith Formation for Catholic School Councils Secondary Open House - SM		
		<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>
		St. Valentine's Day				
						
		<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>
		Policy Committee Mtg Bd Mtg				
		<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>
		Family Day		Secondary - Guest speaker Melissa Onden, "Right to Life"		
				Speak Out School/Site Competitions		
		<b>28</b>				
		Speak Out Showcase - CEC				



**Niagara Catholic  
District School Board**

Events posted at  
[niagaracatholic.ca](http://niagaracatholic.ca)

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
PUBLIC SESSION  
JANUARY 25, 2011**

**TOPIC: TRUSTEE INFORMATION  
OCSTA/OCSBOA FINANCE SEMINAR 2011 – APRIL 28, 2011**

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Ontario Catholic School  
Trustees' Association



# CATHOLIC TRUSTEES, DIRECTORS OF EDUCATION, AND BOARD FINANCE STAFF, TAKE NOTE!

## OCSTA/OCSBOA FINANCE SEMINAR 2011

Thursday, April 28, 2011

11:00 a.m. to 3:15 p.m.

Fairmont Royal York Hotel - Toronto

Further information regarding program and registration will follow.

