



*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*

## COMMITTEE OF THE WHOLE MEETING

**TUESDAY, JANUARY 13, 2015  
7:00 P.M.**

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



**9:30 p.m. Timed In Camera Item**

### **A. ROUTINE MATTERS**

1. Opening Prayers – Trustee Nieuwesteeg -
2. Roll Call -
3. Approval of the Agenda -
4. Declaration of Conflict of Interest -
5. Approval of Minutes of the Committee of the Whole Meeting of December 2, 2014 A5

### **B. PRESENTATIONS**

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

1. Holy Childhood Walk C1
2. Consecration of the Niagara Catholic District School Board to the Immaculate Heart of Mary and the Sacred Heart of Jesus C2
3. Staff Development: Professional Development Opportunities 2015 C3
4. Preparation of the System Priorities and Budget 2015-2016 C4
5. Monthly Updates  
5.1 Capital Projects Update C5.1  
5.2 Student Senate Update -  
5.3 Senior Staff Good News Update -

## **D. INFORMATION**

- |   |      |
|---|------|
| 1. Trustee Information  |      |
| 1.1 Spotlight on Niagara Catholic – December 2014   | D1.1 |
| 1.2 Calendar of Events – January 2015   | D1.2 |
| 1.3 Trustee Retreat – January 27, 2015 – Mount Carmel Spiritual Centre                                | -    |
| 1.4 EQAO Strategic Planning Session Representation<br>– February 2, 2015, 5:00 – 7:00 p.m. – Waterloo | -    |
| 1.5 Blessing of Addition & Renovations – Saint Michael Catholic High School – February 3, 2015        | -    |
| 1.6 Business Education Council Annual Partners Breakfast – February 6, 2015                           | D1.6 |
| 1.7 Niagara Catholic Education Award of Distinction   | D1.7 |
| 1.8 Draft 2015 Board Committee Membership   | D1.8 |

## **E. OTHER BUSINESS**

- |   |   |
|---|---|
| 1. General Discussion to Plan for Future Action | - |
|---|---|

## **F. BUSINESS IN CAMERA**

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

## **H. ADJOURNMENT**

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
JANUARY 13, 2015**

*PUBLIC SESSION*

**TITLE: MINUTES OF THE COMMITTEE OF THE WHOLE MEETING  
OF DECEMBER 2, 2014**

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**RECOMMENDATION**

**THAT** the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of December 2, 2014, as presented.



## MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

**TUESDAY, DECEMBER 2, 2014  
7:45 P.M.**

*DENIS MORRIS CATHOLIC HIGH SCHOOL  
40 GLEN MORRIS DRIVE, ST. CATHARINES*

Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, December 2, 2014 at Denis Morris Catholic High School, 40 Glen Morris Drive, St. Catharines.

The meeting was called to order at 8:20 p.m. by Vice-Chairperson Sicoli.

### A. ROUTINE MATTERS

1. Opening Prayer

The opening prayer was led by Monsignor Vladimir Zivcic.

2. Roll Call

Vice-Chairperson Sicoli indicated that all Trustees and Student Trustees were in attendance.

Trustee	Present	Electronically Present	Absent	Excused
Kathy Burtnik	√			
Maurice Charbonneau		√		
Frank Fera	√			
Fr. Paul MacNeil	√			
Ed Nieuwesteeg	√			
Ted O'Leary	√			
Dino Sicoli	√			
Pat Vernal	√			
<b>Student Trustees</b>				
Jessica DiPasquale	√			
Chloe Demizio	√			



The following staff were in attendance:

**John Crocco**, Director of Education; **Yolanda Baldasaro**, **Ted Farrell**, **Lee Ann Forsyth-Sells**, **Frank Iannantuono**, **Mark Lefebvre**, Superintendents of Education; **Giancarlo Vetrone**, Superintendent of Business & Financial Services; **Scott Whitwell**, Controller of Facilities Services; **Jennifer Brailey**, Manager of Corporate Services & Communications; **Linda Marconi**, Recording Secretary/Executive Assistant – Director of Education.

Special Guests: **Monsignor Vladimir Zivcic**, **Honourable Mr. Justice Joseph Henderson**; **Bill Amadio**

3. **Approval of the Agenda**

Moved by Trustee Fera

**THAT** the Committee of the Whole approve the Agenda of the Committee of the Whole Meeting of December 2, 2014, as presented.

**CARRIED**

4. **Declaration of Conflict of Interest**

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

5. **Minutes of the Committee of the Whole Meeting of November 11, 2014**

Moved by Trustee Fera

**THAT** the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of November 11, 2014, as presented.

**CARRIED**

**B. COMMITTEE AND STAFF REPORTS**

1. **Policy Committee**

1.1 **Unapproved Minutes of the Policy Committee Meeting of November 25, 2014**

Moved by Trustee O’Leary

**THAT** the Committee of the Whole receive the unapproved Minutes of the Policy Committee Meeting of November 25, 2014 as presented.

**CARRIED**

1.2 **Approval of Policy – Concussion Policy (new)**

Moved by Trustee O’Leary

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

**CARRIED**

1.3 **Policy and Guideline Review 2014-2015 Schedule**

Director Crocco presented the Policy and Guideline Review 2014-2015 Schedule for the information of Trustees.

**2. Catholic Education in Niagara**

Director Crocco introduced a video that was presented on Catholic Education in Niagara Catholic. Trustees, staff and guests viewed the video presentation. Vice-Chair Sicoli thanked Director Crocco and noted that the video was superb.

**C. INFORMATION**

**1. Trustee Information**

**1.1 Kids First Child Care Program – December 16, 2014 – 5:00 p.m.  
St. Gabriel Lalemant Catholic Elementary School**

Director Crocco informed Trustees of the Kids First Child Care Program on December 16, 2014 at 5:00 p.m. at St. Gabriel Lalemant Catholic Elementary School. Trustees are asked to confirm their attendance with Linda Marconi, Executive Assistant.

**1.2 OCSTA 2015 Catholic Trustees' Professional Development Seminar – January 16-17, 2015 – Toronto**

Director Crocco informed Trustees of the OCSTA Catholic Trustees' Professional Development Seminar being held January 16-17, 2015 in Toronto. Trustees are asked to confirm their attendance with Linda Marconi, Executive Assistant.

**1.3 CCSTA 2015 AGM – June 11-13, 2015 – St. John's, Newfoundland**

Director Crocco informed CCSTA 2015 AGM held June 11-13, 2015 in St. John's, Newfoundland. Trustees were asked to confirm their attendance with Linda Marconi, Executive Assistant.

**D. OTHER BUSINESS**

1. Chair MacNeil acknowledged and thanked Trustee Burtnik for her leadership as Chair of the Board and expressed appreciation to Rhianon Burkholder for her role as Vice-Chair of the Board for 2014.

**E. ADJOURNMENT**

Director Crocco thanked Monsignor Zivcic, Justice Henderson, Principals Danny DiLorenzo, Vice-Principals Andrew Bartley and Tonly DellaVentura of Denis Morris Catholic High School staff, Board staff, Principals, Vice-Principals, Managers and guests for attending and participating in the Commissioning Mass and Inaugural Meeting of the Board.

Moved by Trustee Vernal

**THAT** the December 2, 2014 Committee of the Whole Meeting be adjourned.

**CARRIED**

This meeting was adjourned at 8:46 p.m.

Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **December 2, 2014.**

Approved on the **13th** day of **January 2015.**

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Dino Sicoli  
Vice-Chairperson of the Board

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John Crocco  
Director of Education/Secretary -Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
COMMITTEE OF THE WHOLE MEETING  
JANUARY 13, 2015**

***PUBLIC SESSION***

**TITLE: HOLY CHILDHOOD WALK**

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The Holy Childhood Walk report is presented for information.

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Prepared by: Mark Lefebvre, Superintendent of Education  
Mary Lou Vescio, Principal - Alexander Kuska Catholic Elementary School

Presented by: Mark Lefebvre, Superintendent of Education

Approved by: John Crocco, Director of Education/Secretary-Treasurer

Date: January 13, 2015



## REPORT TO THE COMMITTEE OF THE WHOLE JANUARY 13, 2015

### HOLY CHILDHOOD WALK

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#### BACKGROUND INFORMATION

Each school year the Niagara Catholic District School Board coordinates a board wide effort in support of the Holy Childhood Association. The Holy Childhood Association is a Mission Club for Elementary School Children. The goal of the Holy Childhood Association is to awaken missionary consciousness in children. Their motto is: *Children Helping Children*. This motto helps us to encourage children to pray for, learn more about, and share our material resources with children around the world.

Niagara Catholic District School Board elementary schools have supported the Holy Childhood Association for the last thirty (30) years. This year, forty-four (44) elementary schools participated in the Holy Childhood Walkathons in an effort to raise money for various countries in *Africa, South America and Asia*. The walkathons were conducted through October and early November and raised \$18,816.06.

Our message to the students is that any contribution is meaningful – all of our small contributions as children, when added together, make a difference for children in the countries that we are helping.

The schools of the Niagara Catholic District School Board have raised over \$641,000.00 since we began our involvement in 1984.

The types of projects that will be funded in aforementioned countries include: nursery schools; childcare centres and orphanages; literacy programs; feeding programs; skills development (e.g. sewing, carpentry, cooking); scholarships/bursaries for needy children (e.g. tuition, school supplies, uniform); medical assistance; nutrition programs; catechetical programs; child catechetical leadership training seminars and retreats; construction of schools and/or classrooms.

The Niagara Catholic District School Board and the Holy Childhood Association would like to thank everyone who supported the Walkathons in our local school communities.

The Holy Childhood Walk report is presented for information.

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Prepared by: Mark Lefebvre, Superintendent of Education  
Mary Lou Vescio, Principal – Alexander Kuska Catholic Elementary School

Presented by: Mary Lefebvre, Superintendent of Education

Approved by: John Crocco, Director of Education/Secretary-Treasurer

Date: January 13, 2015

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
COMMITTEE OF THE WHOLE MEETING  
JANUARY 13, 2015**

***PUBLIC SESSION***

**TITLE: CONSECRATING THE NIAGARA CATHOLIC DISTRICT  
SCHOOL BOARD TO THE IMMACULATE HEART OF  
MARY AND THE SACRED HEART OF JESUS**

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**RECOMMENDATION**

**THAT** the Committee of the Whole recommend to the Niagara Catholic District School Board the approval of the Consecration of the Niagara Catholic District School Board to the Immaculate Heart of Mary and the Sacred Heart of Jesus, as presented.

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Prepared by: John Crocco, Director of Education, Secretary/Treasurer  
Presented by: John Crocco, Director of Education, Secretary/Treasurer  
Recommended by: John Crocco, Director of Education/Secretary-Treasurer  
Date: January 13, 2015



## **REPORT TO THE COMMITTEE OF THE WHOLE JANUARY 13, 2015**

### **CONSECRATING THE NIAGARA CATHOLIC DISTRICT SCHOOL BOARD TO THE IMMACULATE HEART OF MARY AND THE SACRED HEART OF JESUS**

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#### **BACKGROUND INFORMATION**

At the December 16<sup>th</sup>, 2014 Board Meeting, the Board of Trustees and Director of Education received correspondence from the Chair of the Board Father Paul MacNeil on the Consecration of the Niagara Catholic District School Board to the Immaculate Heart of Mary and the Sacred Heart of Jesus.

The correspondence noted the following background information:

“On the Feast of Christ the King, November 24, 2013, Pope Francis brought the “Year of Faith” to a close with a consecration of the world to the Immaculate heart of Mary. He asked Mary to intercede for the world “with the benevolence of a mother.”

Last year, following in the footsteps of Pope Francis, his excellency, Bishop Bergie, also brought the year of faith to a close by consecrating the diocese of St. Catharines to the Immaculate Heart of Mary and the Sacred Heart of Jesus. He did this at our anniversary celebration of the diocese on November 25th at the Feast of St. Catherine of Alexandria in 2013.

In his remarks on the occasion of the ending of the year of faith, Pope Francis made beautiful reference to the mercy of God, which can untie “all knotted hearts.” “These knots,” he writes, “take away our peace and serenity.” As we begin our next four years together, let us take to heart the prayer of Pope Francis as he consecrated the world to The Immaculate Heart of Mary:

Holy Mary, Virgin of Fatima,  
Hold our life in your arms:  
bless and strengthen every desire for good;  
revive and nourish faith;  
sustain and enlighten hope;  
awaken and animate charity;  
guide all of us along the path of holiness.  
Teach us your own preferential love  
for the little and the poor,  
for the excluded and the suffering,  
for sinners and the downhearted:  
bring everyone under your protection  
and entrust everyone to your beloved Son, Our Lord Jesus.  
Amen.”

Following discussion of the correspondence, as Director of Education, I am submitting for the consideration of the Committee of the Whole that the Niagara Catholic District School Board be Consecrated to the Immaculate Heart of Mary and the Sacred Heart of Jesus thus “putting our Board in a very special way under the spiritual care and protection of our Lord and his Blessed Mother.”

If the January 2015 Committee of the Whole recommends the consecration to the January 2015 Board, and with the approval of the Board, each Board Meeting will begin with the Angelus and concluded with the Hail Mary.

Individualized prayer cards of the Angelus will be provided to all members of the Board of Trustees and Senior Administrative Council for the February 2015 Board Meeting.

**RECOMMENDATION**

**THAT** the Committee of the Whole recommend to the Niagara Catholic District School Board the approval of the Consecration of the Niagara Catholic District School Board to the Immaculate Heart of Mary and the Sacred Heart of Jesus, as presented.

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PREPARED BY: John Crocco, Director of Education, Secretary/Treasurer

PRESENTED BY: John Crocco, Director of Education, Secretary/Treasurer

RECOMMENDED BY: John Crocco, Director of Education, Secretary/Treasurer

DATE: January 13, 2015



**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
COMMITTEE OF THE WHOLE MEETING  
JANUARY 13, 2015**

***PUBLIC SESSION***

**TITLE: STAFF DEVELOPMENT DEPARTMENT PROFESSIONAL  
DEVELOPMENT OPPORTUNITIES**

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The report on Staff Development Department: Professional Development Opportunities  
is presented for information.

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Prepared by: Frank Iannantuono, Superintendent of Education  
Anthony Corapi, Coordinator of Staff Development

Presented by: Frank Iannantuono, Superintendent of Education

Approved by: John Crocco, Director of Education/Secretary-Treasurer

Date: January 13, 2015



## REPORT TO THE COMMITTEE OF THE WHOLE JANUARY 13, 2015

### STAFF DEVELOPMENT DEPARTMENT PROFESSIONAL DEVELOPMENT OPPORTUNITIES

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#### BACKGROUND INFORMATION

In alignment with the Board's Vision 2020 Strategic Plan and annual System Priorities, the Department of Staff Development, as an integral aspect of its mandate, acts as the point of co-ordination among various departments. Thus ensuring that all professional development opportunities for staff, both teaching and non-teaching, occur in a seamless fashion so as to minimize disruptions to the myriad services provided within our Niagara Catholic community.

The following is a listing of activities occurring during the period December 2, 2014 through January 13, 2015.

#### **Thursday, January 8, 2015**

*French Immersion Program Development (Our Lady of Fatima – St. Catharines)*

- Niagara Catholic continues to support teachers of the new French Immersion Program, through a Collaborative Planning and Implementing Series of in-services. Administrators, French Immersion teachers and DECEs meet to:
  - o Review best practices and resources
  - o Collaborate with their peers
  - o Determine future professional development opportunities

#### **Tuesday, January 13, 2015**

*After School Report Card Workshop (Vincentian Sisters of Charity Room)*

- K to 12 teachers are invited to participate in an after school workshop to support Term 1/Semester 1 Report Card completion. This workshop has been designed to support teachers who are new or need extra guidance in using *WebGrades* (for ELKP reporting) or *Maplewood connectEd* (for Grades 1 to 12 reporting). Writing effective report card comments will also be explored through this workshop.

#### **Tuesday, January 13, 2015**

*Secondary Revised FSL Curriculum Training*

- The Secondary Curriculum for French as a Second Language has recently been released electronically with hard copies being delivered to all Niagara Catholic Secondary Schools in the near future. This document will become policy as of September 8, 2015.
- There will be a training session on this new document on January 13 and January 14, 2015 at the Marquis Gardens, 1365 Sandhill Drive, Ancaster, ON, L9G 4V5.

The Report on Staff Development: Professional  
Development Opportunities is presented for information.

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Prepared by: Frank Iannantuono, Superintendent of Education  
Anthony Corapi, Coordinator of Staff Development

Presented by: Frank Iannantuono, Superintendent of Education

Approved by: John Crocco, Director of Education/Secretary-Treasurer

Date: January 13, 2015

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
COMMITTEE OF THE WHOLE MEETING  
JANUARY 13, 2015**

***PUBLIC SESSION***

**TITLE: PREPARATION OF THE SYSTEM PRIORITIES AND BUDGET  
2015-2016**

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The Preparation of the System Priorities and Budget 2015-2016  
report is presented for information.

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Prepared by: John Crocco, Director of Education, Secretary/Treasurer  
Giancarlo Vetrone, Superintendent of Business and Financial Services  
Senior Administrative Council

Presented by: John Crocco, Director of Education, Secretary/Treasurer  
Giancarlo Vetrone, Superintendent of Business and Financial Services  
Senior Administrative Council

Approved by: John Crocco, Director of Education/Secretary-Treasurer

Date: January 13, 2015



NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

## REPORT TO THE COMMITTEE OF THE WHOLE JANUARY 13, 2015

### PREPARATION OF THE SYSTEM PRIORITIES AND BUDGET 2015-2016

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#### BACKGROUND INFORMATION

For 170 years plus, Catholic education in Niagara has been distinguished by its faithful call to the Mission, Vision and Values of the town, city, township, county and district Catholic school Board. The Niagara Catholic District School Board has continually provided innovative, proactive, creative and inclusive programs and services to meet the needs of its students in all schools throughout the Board since its amalgamation in 1998.

In 2010, the Board approved the Niagara Catholic District School Board Vision 2020 Strategic Plan. Within its multi-year plan, the Board approved a new Mission Statement which is the lens and the foundation for dialogue, decisions and implementation strategies in the Board. The Board's Mission statement states that *"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."*

Within the Vision 2020 Strategic Plan, the Board approved two Strategic Directions that provide a clear focus to achieve the annual System Priorities, financed by the annual Board Budget, to meet the expectations within the Board's Strategic Plan for Catholic education in Niagara Catholic.

The two Strategic Directions are to:

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

Advance Student Achievement for All

The Board's Vision 2020 Strategic Plan, Strategic Directions and annual System Priorities continue to be in alignment with the four goals of the Ministry of Education: to Achieve Excellence, Ensure Equity, Promote Well-Being and Enhance Public Confidence (in Catholic education).

The Director of Education and Senior Administrative Council continually monitor and review a wide variety of data and information about Niagara. The data includes city demographics, economic and employment statistics and trends; current and projected enrolment in elementary, secondary and continuing education schools; provincial educational directions; provincial grants for student needs (GSN), Educational Funding Other (EPO) grants and capital funding of district school boards.

Combining all of the data and information to achieve the Board's Vision 2020 Strategic Plan intersects with the Board's annual consideration and approval of System Priorities and balanced Budgets.

In preparing for the 2015-2016 school year, the Director of Education and Senior Administrative Council have been reviewing and considering the data and information noted above towards the design of the System Priorities and a balanced Budget for 2015-2016 for the consideration of the Board.

The Director and Senior Administrative Council continue to be committed to two fundamental principles in preparing the 2015-2016 System Priorities and Budget along with balanced financial sustainability for 2016-2017 and beyond. The two principles are:

- a) A commitment to providing Catholic educational excellence through programs and services for all students.
- b) A commitment to achieving the Board's Vision 2020 Strategic Plan and Annual System Priorities through balanced and sustainable annual budgets.

As part of the design and discussion process, the Director of Education, the Superintendent of Business and Financial Services and members of Senior Administrative Council will present a graphical report to the January 13<sup>th</sup>, 2015 Committee of the Whole Meeting regarding the foundation, background, current status, Ministry of Education and Board financed programs and services in Niagara Catholic. The report will present an initial design of the System Priorities for a balanced Board Budget for 2015-2016 for discussion with the Committee of the Whole.

As we progress towards a final report and recommendation to the Committee of the Whole in the spring of 2015 for the 2015-2016 school year, the Director of Education and Senior Administrative Council will continue to update, inform and engage in continuous discussions with the Board.

Appendix A – Ministry of Education – Financial Orientation for Trustees

The report on Preparation of the System Priorities and Budget 2015-2016  
is presented for information.

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PREPARED BY: John Crocco, Director of Education, Secretary/Treasurer  
Giancarlo Vetrone, Superintendent of Business and Financial Services  
Senior Administrative Council

PRESENTED BY: John Crocco, Director of Education, Secretary/Treasurer  
Giancarlo Vetrone, Superintendent of Business and Financial Services  
Senior Administrative Council

DATE: January 13, 2015



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# FINANCIAL ORIENTATION FOR TRUSTEES

December 2014







## Quick Facts About Ontario's Education Sector

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- 72 district school boards
- Four school board systems:
  - English-language public,
  - English-language Catholic,
  - French-language public, and
  - French-language Catholic.
- 1,357,055 elementary students in almost 4,000 schools
- 613,825 secondary students in more than 900 schools
- 213,700 staff (including 126,629 school-based teachers)





## Role of the Trustee

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- Financial planning is a vital and integral part of *Trustees'* overall planning responsibilities in areas of program, capital; facilities and long-term strategy that school boards undertake to ensure effective stewardship of the board's resources.
- Boards are required to develop and approve a balanced budget within the funding allocated to them by the Ministry of Education.
- Budget is a reflection of the Board's strategic plan and mission/vision.





## Overview

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- This presentation provides an overview of:
  - The Grants for Student Needs (GSN) funding formula;
  - School Board Financial Management and Budgeting; and
  - The Capital Approvals process.





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# **PART I: GRANTS FOR STUDENT NEEDS**



## Purpose

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- This section provides an overview of the Grants for Student Needs (GSN), including:
  - Historical background to the GSN funding formula
  - Roles and responsibilities of the government and school boards for funding Ontario's education system
  - Structure and components of the GSN, including how the funding formula is applied in response to diverse regional circumstances e.g. geography.
  - Key accountability mechanisms that govern funding and reporting
  - Announced changes to the GSN for the 2014-15 school year
  - 2015-16 Education Funding Consultations



# I. Education Funding In Ontario



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## What are the Grants for Student Needs?

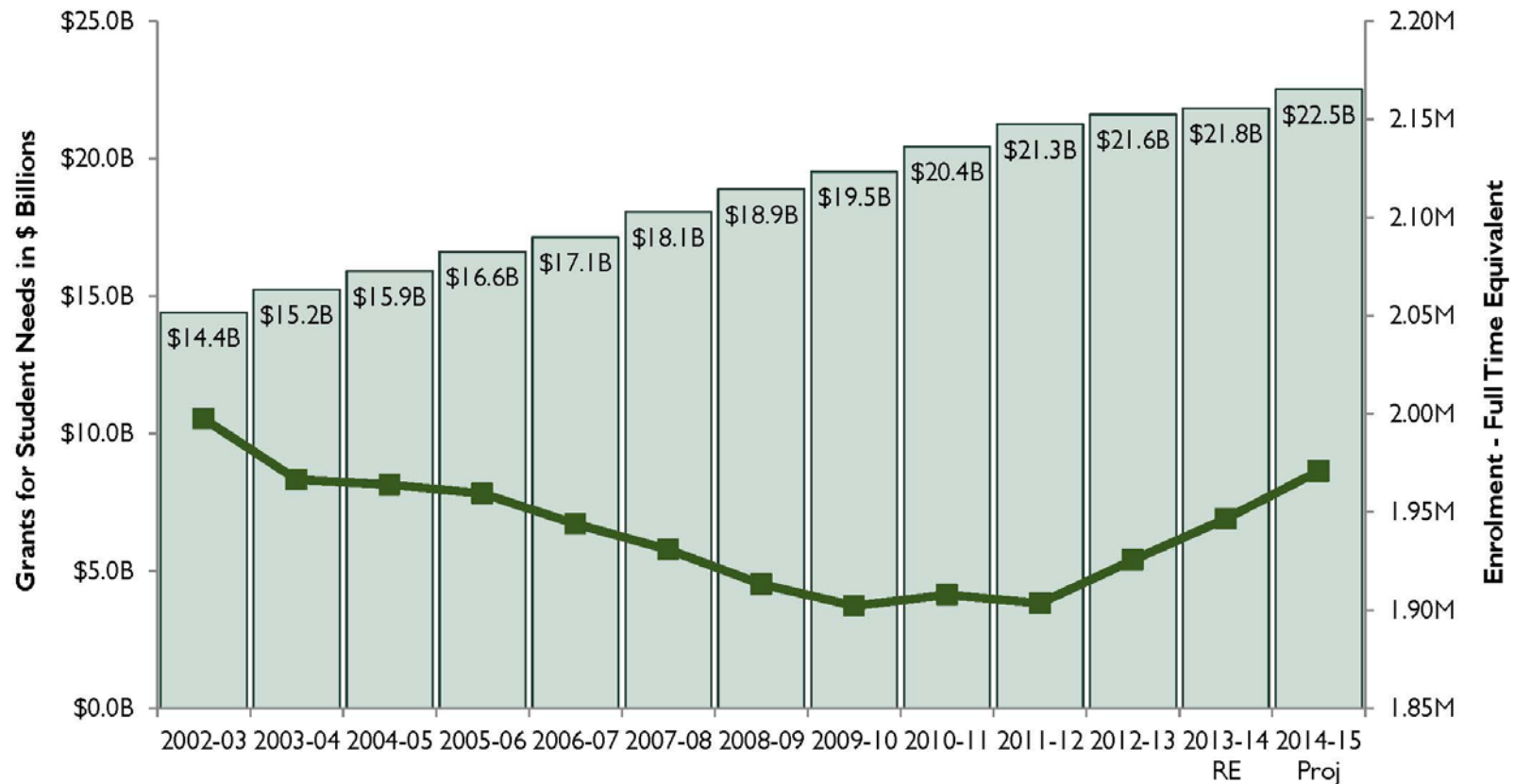
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- The GSN is an open-ended entitlement transfer payment program with funding determined by formulas set out in regulation each year.
- The same set of formulas are used to determine funding for each of the 72 district school boards in Ontario.
- For the school board sector as a whole, GSN funding represents the overwhelming majority of revenues (over 90%).
- The regulations, which also provide the government with the authority to flow funding to boards for the coming school year, are usually released each March/April.





# GSN Funding and Enrolment



*Note: To provide a clear year-over year comparison, we have added FDK funding, which was previously outside the GSN, to previous years' GSN funding totals.*

*Note: A significant portion of the increase in enrolment is as a result of FDK*



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## Two Sources For Education Funding

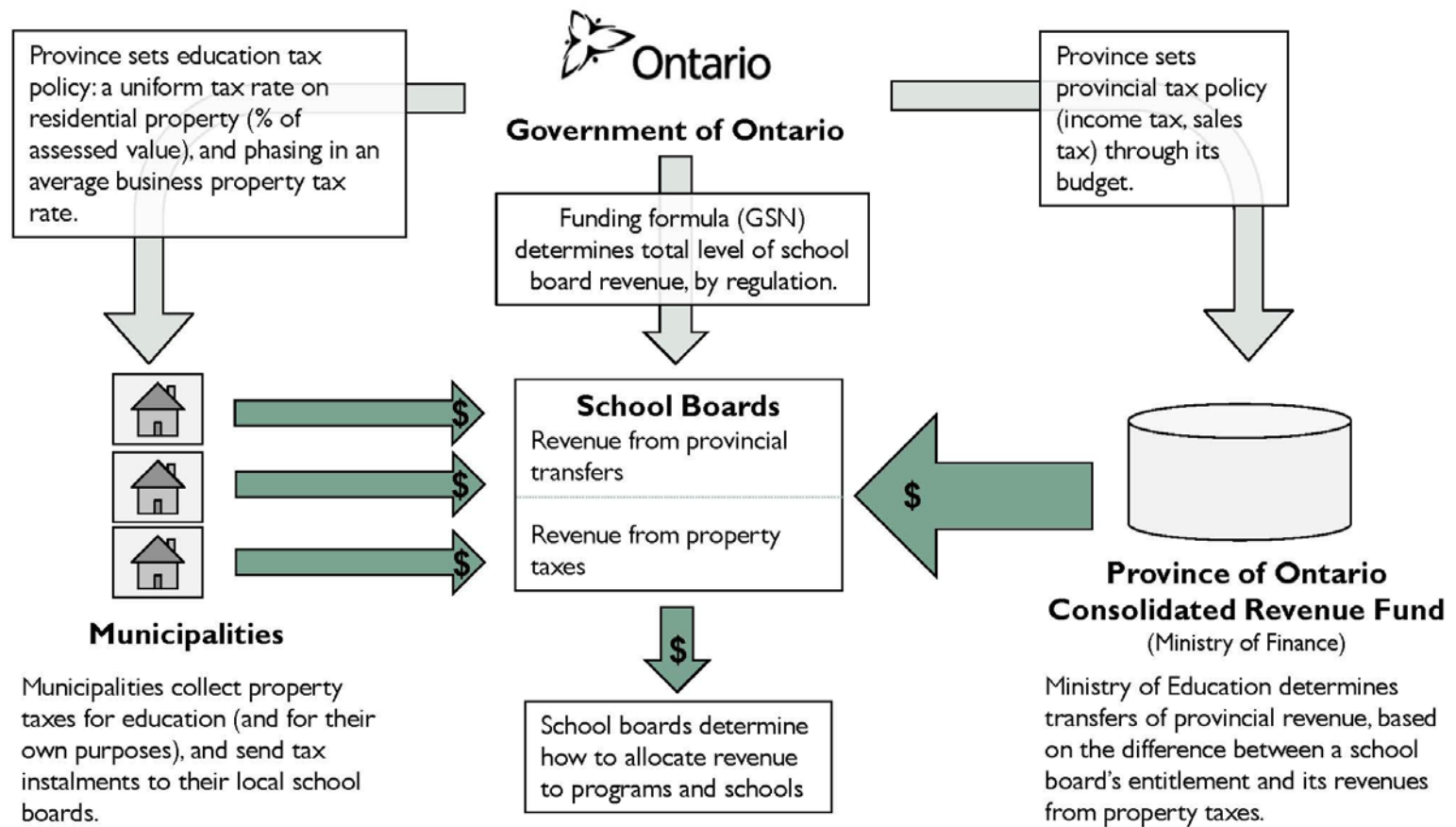
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- Under the current education funding system, the province sets the total allocation amount using the formulas in the Grants for Student Needs, also known as “the funding formula.”
- Each board’s allocation comes from two sources:
  - **Education Property Tax:** collected by the municipality with rates set by the Ministry of Finance;
  - **School Board Operating Grant (SBOG):** funding provided to boards by the Province to cover the difference between the property tax collected and the total allocation as determined by the funding formula.
- Total 2014–15 GSN funding is projected to be \$22.53B. This consists of approximately (30%) property tax and (70%) SBOG.





# Components of the Funding System





# II. Historical Background of the GSN



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## Major Reform Launched in 1990s

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- Prior to 1997–98, school boards set local education property tax rates.
- School boards raised and spent different amounts on a per-pupil basis, depending on the wealth of a board's property tax base.
  - Rural, northern and Catholic school boards tended to raise less than large urban public boards.
  - Large urban public boards offered a range of community programs that were not provided by other boards.
  - By the 1990s, there was a growing concern with the inequities in funding, programs, and services among school boards and school board systems.





## GSN Guiding Principles

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- Several key principles of the modern funding formula have emerged:
  - **Equity:** the *Scott Act* of 1863 and the *Education Act* require that there be equitable financial support across school systems.
  - **Fairness:** funding should be allocated based on the unique needs of students and boards, so that students get a comparable level of programs and services regardless of their location.
  - **Adequacy:** funding levels should be adjusted to reflect increasing costs so student achievement goals are not compromised.
  - **Affordability:** outcomes and service levels should be reviewed regularly to ensure that funding is spent efficiently and effectively.
  - **Accountability versus Flexibility:** accountability requirements should be balanced against the need for school board flexibility to address local priorities and to balance their budgets.





## Review of the GSN Funding Formula

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- Over the past decade and half, the funding formula's basic approach has been examined several times:

- **Constitutional Challenge (1998):** the courts ultimately ruled that the new formula was constitutional and all challenges were dismissed.

**Key legal underpinning: equity of inputs**

- **Education Equality Task Force (2002):** after a lengthy public review, Dr. Rozanski concluded that the funding formula was an equitable allocation vehicle but, that funding was inadequate.
- **Legislative Review (2003):** the four trustee associations tabled a report with the Legislature that concluded that, although the funding was inadequate, the funding formula was fair and non-discriminatory as between Catholic and public boards in both language systems.
- **GSN Consultations (Annual):** the Ministry regularly consults with the sector leading to regular refinements to the funding formula.







# III. Structure of the GSN



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## Complexity of the GSN

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- To address the principles of equity, fairness and adequacy, the funding system has evolved a structure that responds to classroom cost structures, as well as the unique characteristics of boards, schools, staff, and students.
- The GSN has many distinct grant components that each have distinct sub-components, objectives and formulas.
- This structure makes the GSN complex and the GSN regulations lengthy.







## General Structure

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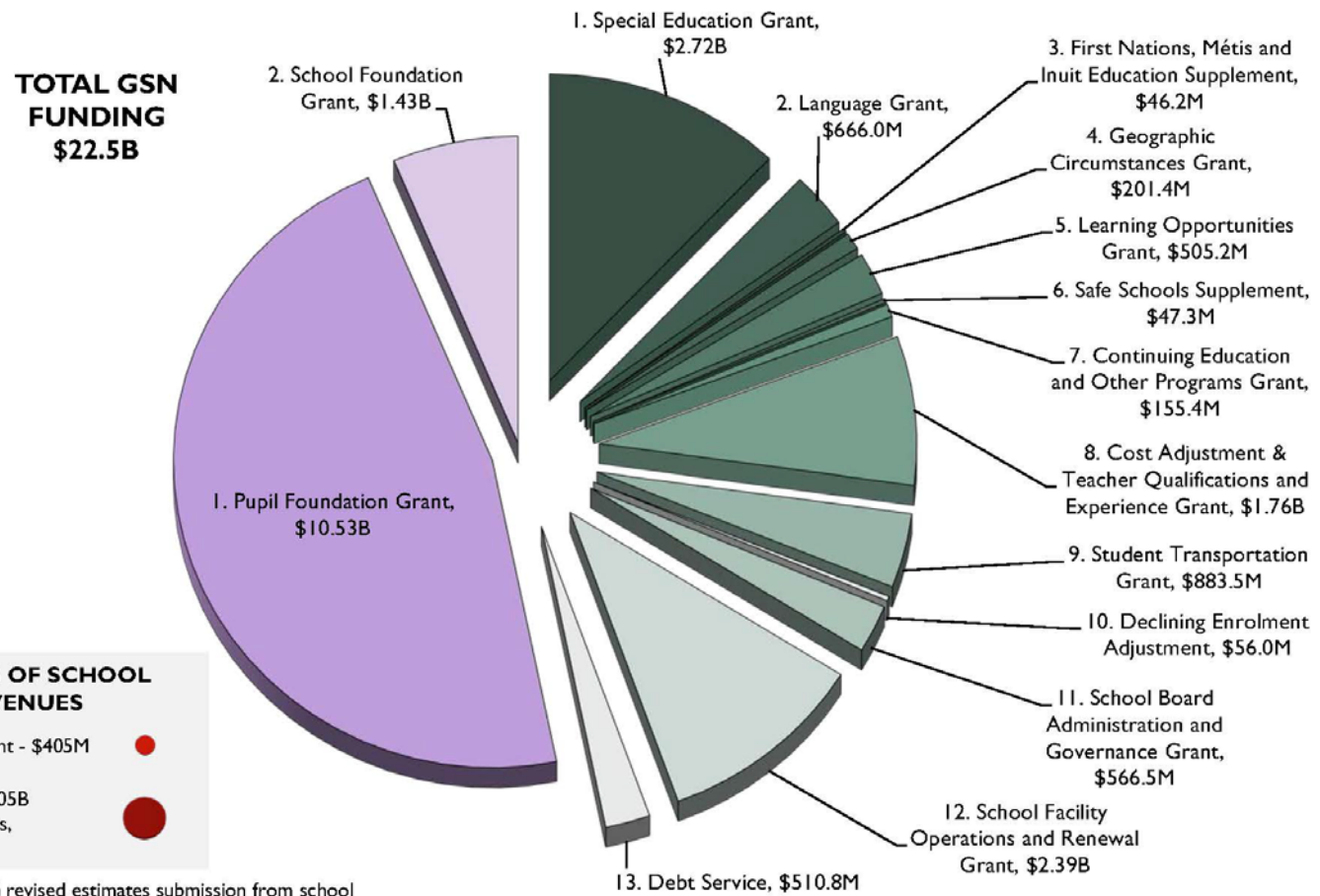
- At a high level, the GSN has two major components that each account for about a half of the GSN's funding:
  - **2 Foundation Grants**, which cover the basic costs of education common to all students and schools, and are largely driven by enrolment multiplied by cost per student, and the school administration cost for each school;
  - **13 Special Purpose Grants**, which address the unique needs of students, schools, and school boards.

These special purpose grants allow the GSN to meet the test of equity and fairness by responding to factors such as: board demographic profiles, individual school location, specific program take-up, and student special equipment needs.





# Structure of the 2014-15 GSN



Source: Most recent (2013-14) revised estimates submission from school boards – provided for comparison reasons.



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## Differences in Funding to School Boards

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- The **Pupil Foundation Grant** provides each school board with the same per-pupil allocation:
  - Kindergarten (JK/SK) = \$6,045 per pupil.
  - Primary (Grades 1 to 3) = \$5,526 per pupil.
  - Junior & Intermediate (Grades 4 to 8) = \$4,603 per pupil.
  - Secondary (Grades 9 to 12) = \$5,741 per pupil.
- However, because of the school foundation grants and special purpose grants, per-pupil funding varies from board to board,
  - For 2014–15, per-pupil levels are projected to vary across the province by slightly more than \$16,800 – from \$10,125 to \$26,950.
  - The average per-pupil amount across the system is \$11,424.



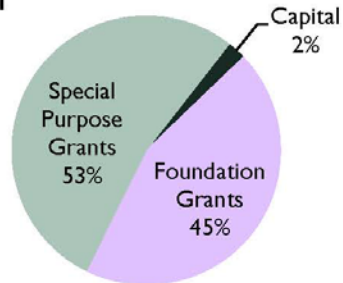


## Equitable GSN Funding Based On “Need”

- Examples of varying funding across the province:

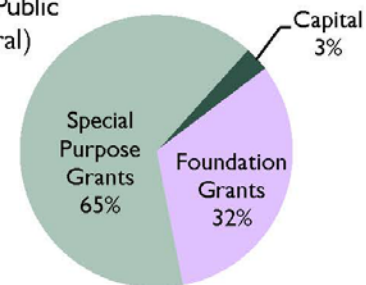
### Provincial Total

Per-pupil:  
**\$11,424**



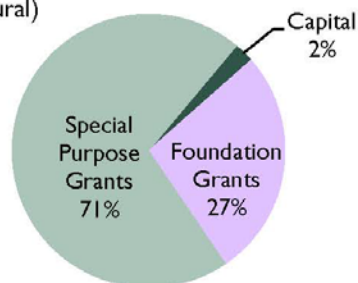
### Superior Greenstone DSB

(Northern English Public  
School Board – Rural)  
Per-pupil:  
**\$22,443**



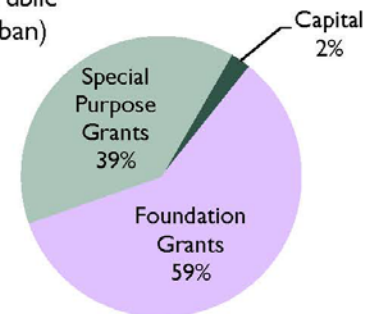
### CSDC des Aurores boréales

(Northern French Catholic  
School Board – Rural)  
Per-pupil:  
**\$26,950**



### Halton DSB

(Southern English Public  
School Board – Urban)  
Per-pupil:  
**\$10,125**



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## Accountability Mechanisms

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- The GSN uses four broad accountability streams to control and monitor board spending practices:
  - **Legislative requirements**, such as balanced budget requirements;
  - **Financial Reporting and monitoring controls**, including budget reporting and monitoring, as well as audit, review, and in some cases, supervisory activities; and
  - **Enveloping**, which includes formal enveloping of specific allocations (e.g., Special Education Grant), effective enveloping restrictions (e.g., regulated class sizes), and functional enveloping (e.g., transportation).
  - **Program/grant specific reporting requirements** overseen by various branches within the Ministry (e.g., Safe Schools allocation, Specialist High Skills Major) .





# IV. GSN Changes for the 2014-15 School Year



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## Key Changes

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- The 2014-15 GSN reflects several new elements:
  1. Full implementation of FDK
  2. Setting the stage for the next round of labour discussions
  3. School Board Efficiencies and Modernization (SBEM) strategy
  4. Capital renewal investments
  5. Funding model reforms to special education and board administration funding
  6. Adjustments to keep up with costs (e.g., transportation, utilities)
  7. Strengthening accountability





## 2015-16 Education Funding Consultations

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- This fall, the ministry renewed its commitment to move forward together on GSN consultations for 2015-16 education funding.
- The consultations focussed on the following topics:
  1. Identifying efficiencies
  2. Making more efficient use of school space
  3. Community partnerships
  4. Accountability
  5. Sharing savings







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**PART II: FINANCIAL  
MANAGEMENT AND  
BUDGETING**



## Purpose

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- The purpose of this section is to provide an overview of key responsibilities in relation to budgeting and financial management.





# I. Budgeting & Planning

29



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## Balanced Budgets

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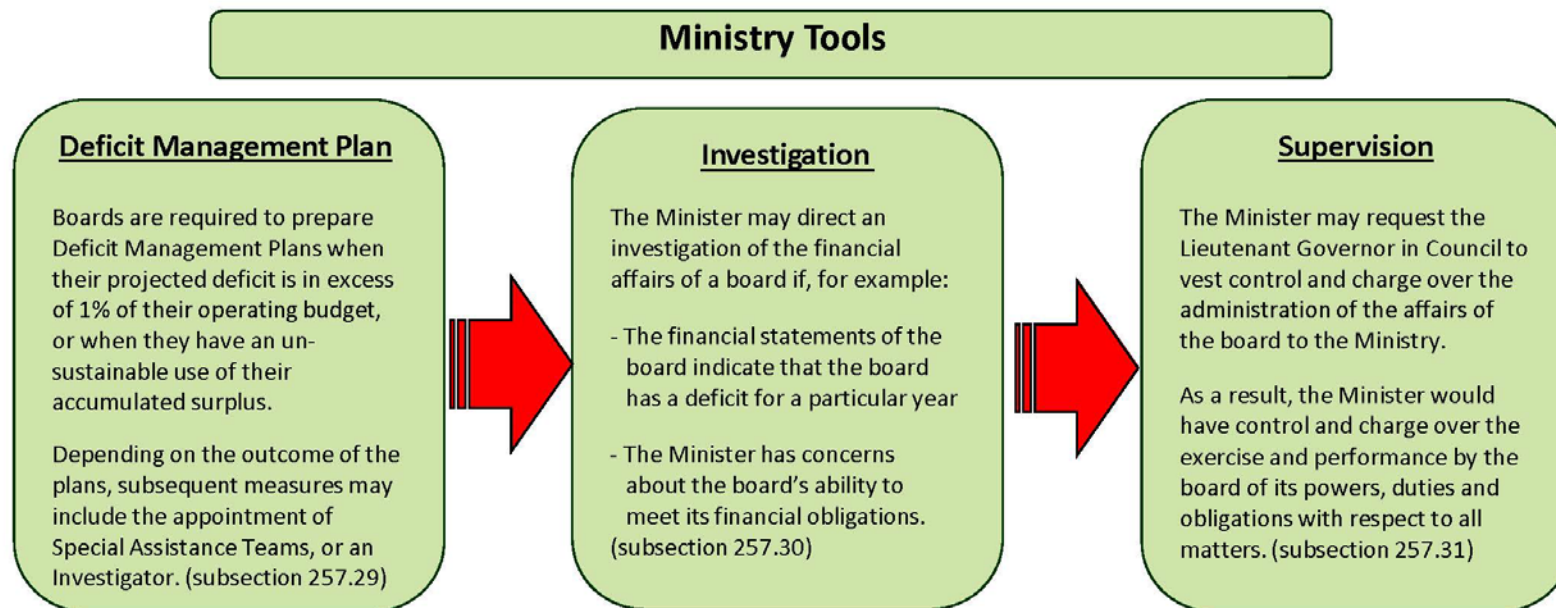
- Boards are required to have balanced budgets.
  - Under section 231 of the *Education Act*, when preparing and adopting Estimates for the fiscal year, boards are required to ensure that estimated expenditures do not exceed estimated revenues.
- The Education Act contains provisions that allow for an in-year deficit for a fiscal year of up to 1% of the board's operating revenue provided it does not exceed the board's accumulated surplus of the preceding fiscal year.
- Boards may make a request to the Minister to receive an exemption from the above requirements. If approved a board may have an in-year deficit that is greater than the amount determined above if the in-year deficit is permitted as a part of a financial recovery plan.





## Balanced Budget Accountability

- Under the *Education Act*, boards are required to approve a balanced budget each year. If they are in deficit, or analysis shows a high risk of future deficit, the Ministry will ask for a Deficit Management Plan, which depending on the outcome, may lead to further action (below):



31





## Budget Development

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- Critical task that demonstrates a board's effectiveness and transparency.
- Budgeting cannot solely belong to finance departments
- Directors, Superintendents and other senior program staff must be involved in the planning processes and be held accountable for budget performance
- It is a consultative process with the following key principles;
  - The educational needs of its students are met
  - It is prepared within the funding allocation
  - It reflects the board's vision and supports the goals of the board's multi-year strategic plan

32

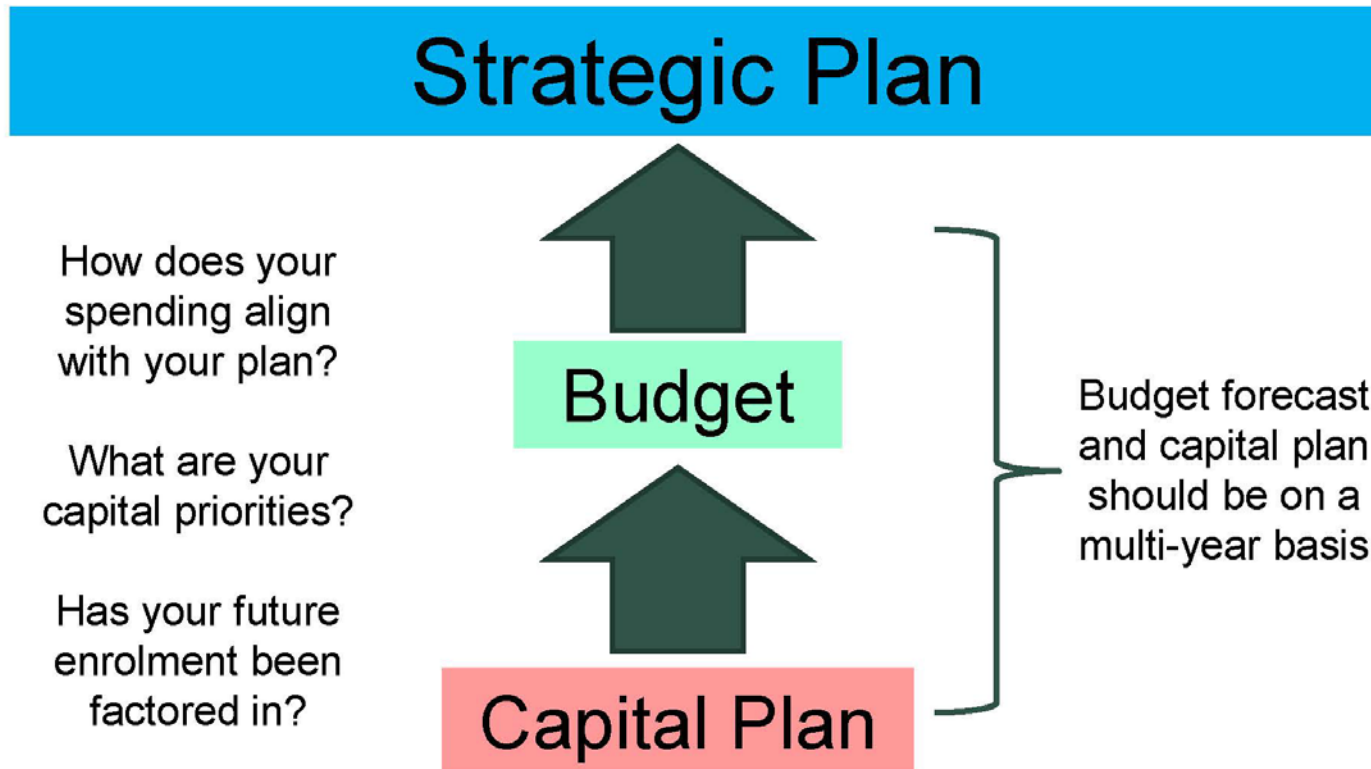






## Strategic Plan

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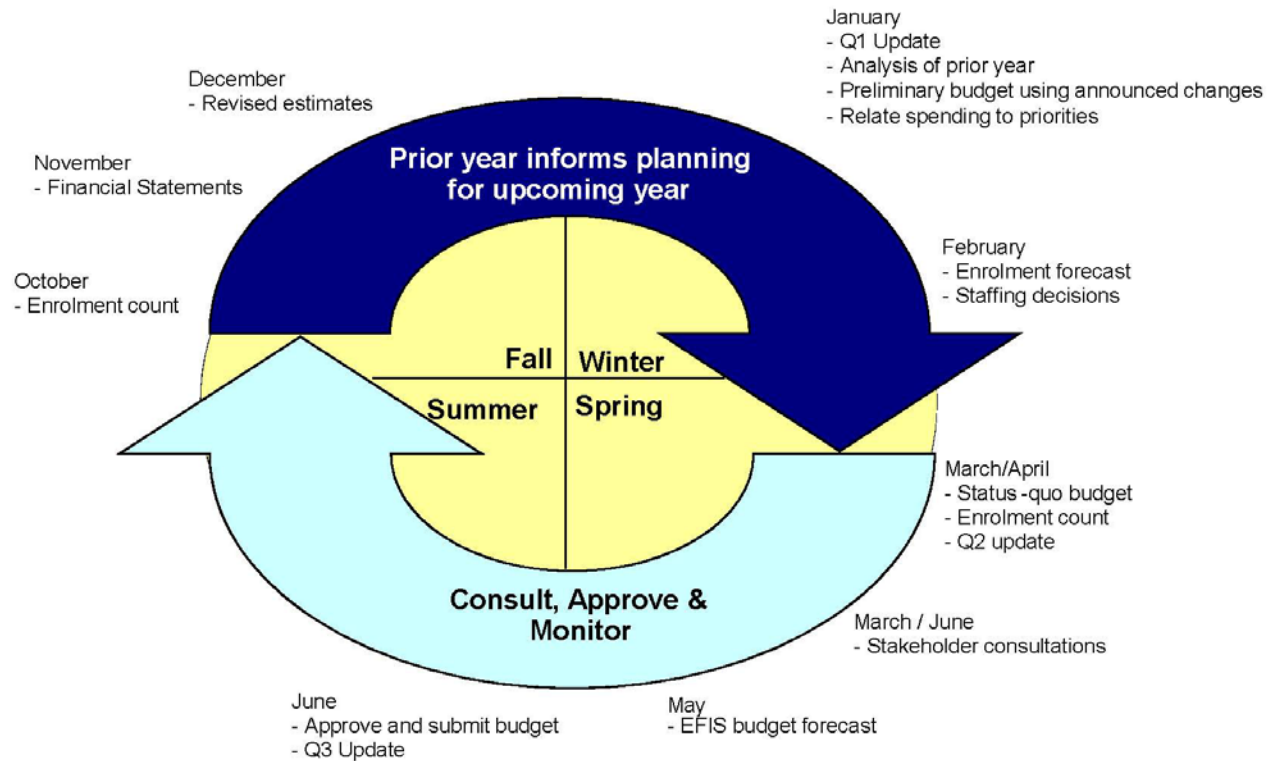


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# Board Budget Cycle







# II. Financial Management

35



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## Financial Management

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- **Role of the trustees:-**
  - Boards are required to review and approve Financial Management policies. For example: Expense policies, Procurement policies, etc
  - Receive and seek any clarifications about the Audited Financial Statements prepared and presented by the treasurer of the board, through the Audit Committee





## Financial Management

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- A transparent and thorough budget planning process analyzes:
  - All major revenues and expenditures
  - Spending patterns are compared to the grants
    - For example, how does the facility budget compare to the grants for facilities.
    - The funding may not be enveloped, but where there are variations these should be conscious decisions.
  - Risks and mitigation strategies should be developed
  - Decisions are looked at from a multi-year perspective (are these decisions fiscally sustainable in the future)

37



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## Financial Reporting and Monitoring

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- School Boards are required to submit financial reports to the ministry three times per financial cycle;
  - June 30 for Estimates, December 15 for Revised Estimates and November 15 for Financial Statements
- Financial data is submitted using the Education Finance Information System (EFIS) which calculates the board's funding based on enrolment and other information provided.
- The data collected is used for monitoring and review purposes; data is also used to support policy decisions.
- Enrolment audits of selected boards occur annually to ensure compliance with enrolment legislation and policy. The audit planning ensures that all 72 boards are audited every 5 years.





## Financial Reporting and Monitoring

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**Sign Off:** The Director of Education is required to certify that the board's financial statements and other reports are prepared in accordance with the Education Act and the financial regulations.

**External Audits:** School board external auditor appointed by the board for a term not exceeding five years (subsection 253(1)). The external auditor reports on financial statements to ensure proper controls are in place and the financial statements are prepared in accordance with CICA accounting standards.

**Ministry Review:** Ministry staff conducts standard review procedures to verify a board's financial status, the enveloping provisions, and the grant entitlements. As a result, grants may be adjusted.

**Provincial Auditor:** The provincial auditor has the authority, and has exercised this authority in the past, to conduct financial audits of a school board.

39





## Risk Management

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- The Ministry monitors boards at risk of deficits.
  - The risk assessment is based off current spending patterns in relation to the size of the Accumulated Surplus
- High risk boards are sometimes asked to develop:
  - Deficit Management Plans or Multi-Year Financial Recovery Plans
- If outside support is needed, sometimes Special Assistance Teams are used.
- Consequences of ineffective budgeting can be high. A board that misses targets in a recovery plan or has an accumulated deficit could be subject to an investigation and could lead to budget decision making powers being suspended until the budget is balanced.
- Good internal controls and identifying risks early are key to avoiding these negative consequences.







## Interim Financial Reporting

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- Interim Financial Reporting tool is available to school boards, if required; assist with monitoring board's financial progress during the fiscal year and identify variances from budget.
- Ministry encourages school boards to implement interim reporting as it is a good practice in financial management.
- High risk school boards can be required to implement this practice.
- Refer to Appendix A for Sample





# III. Audit & Audit Committee

42



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## **Audit Committees & Internal Audit - Why?**

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- Grants for Student Needs > \$22.5 billion – oversight critical
- Opportunity to modernize governance in the sector through audit committee and internal audit functions
- Contribute to good governance, transparency and accountability
  - Key to enhancing/regaining public confidence
- Determine whether risks are appropriately identified and managed
  - Can help to prevent or mitigate damage to reputation, financial loss, impact to student outcomes, etc.
- **Helps to keep focus on real priority – students**

43



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## What are Audit Committees?

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- Standing committee of the board of trustees
- Assists the board of trustees to oversee and objectively assess the performance of the school board's management, internal audit and external audit
- Makes recommendations to the board of trustees





## Ontario Regulation 361/10

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- Requires an audit committee in every school board
- Specifies committee composition – 2 - 4 trustee members, 2 - 3 external representatives with financial expertise (based on size of board)
- Minimum 3 meetings per year
- Outlines duties in 6 main areas:
  - Financial reporting process
  - Internal controls
  - Internal audit
  - External audit
  - Risk management
  - Compliance
- Sets out powers of audit committees
  - To obtain professional advice/assistance, as needed (with prior approval of the board)
  - To require various parties to attend meetings (including private sessions as appropriate)
  - To obtain/access information, records, reports as specified in the regulation

45





## Internal Audit & Regional Model

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- Internal audit objectively assesses the effectiveness of a school board's risk management, control and governance processes
- Regional Internal Audit Teams *made up of professional staff* were created in eight regions in Ontario, with a "host board" in each region receiving the funding
- Objectives of regional model:
  - Efficient use of resources through collaboration among boards
  - Share best practices using a team approach
  - Equitable distribution of resources (considering board size, language and geographic coverage)
- Report to audit committees in *their* region
- *Professional staff* are **employees of the host board, NOT the Ministry**
- Training for Audit Committee members is planned for early 2015, details to follow shortly

46



# Appendix A: Interim Financial Reporting: Forecast

Springfield DSB  
2013-14 Interim Financial Report

For the Month Ending May 31, 2014

## Summary of Financial Results

(\$Thousands)	Estimates	Revised Estimates	Forecast	In-Year Change	
				\$	%
<b>Revenue</b>					
Operating Grants	126,300	129,510	130,540	1,030	0.8%
Capital Grants	20,400	20,400	20,400	-	0.0%
Other	15,500	15,500	15,500	-	0.0%
<b>Total Revenue</b>	<b>162,200</b>	<b>165,410</b>	<b>166,440</b>	<b>1,030</b>	<b>0.6%</b>
<b>Expenditures</b>					
Classroom	110,100	111,000	111,450	450	0.4%
Other Operating	7,114	7,164	7,274	110	1.5%
Transportation	12,000	12,100	12,200	100	0.8%
Pupil Accommodation	23,500	23,600	23,400	(200)	(0.8%)
Other	9,600	10,600	10,500	(100)	(0.9%)
PSAB Adjustments	1,800	1,900	1,900	-	0.0%
<b>Total Expenditures</b>	<b>164,114</b>	<b>166,364</b>	<b>166,724</b>	<b>360</b>	<b>0.22%</b>
<b>In-Year Surplus (Deficit)</b>	<b>(1,914)</b>	<b>(954)</b>	<b>(284)</b>	<b>670</b>	<b>n/a</b>
Prior Year Accumulated Surplus (Deficit)	5,000	5,100	5,100	-	0.0%
<b>Accumulated Surplus (Deficit) for Compliance</b>	<b>3,086</b>	<b>4,146</b>	<b>4,816</b>	<b>670</b>	<b>21.7%</b>

Note: Forecast based on year-to-date actuals up to September 30.

## Changes in Revenue

-

## Change in Expenditures

-

## Change in Reserve

-

## Change in Surplus/Deficit

-

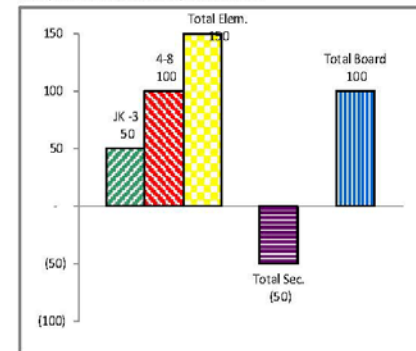
## Risks & Recommendations

## Summary of Enrolment

ADE	Estimates	Forecast	In-Year Change	
			#	%
<b>Elementary</b>				
JK-3	3,000	3,050	50	1.7%
4-8	4,000	4,100	100	2.5%
<b>Total Elementary</b>	<b>7,000</b>	<b>7,150</b>	<b>150</b>	<b>2.1%</b>
<b>Secondary &lt;21</b>				
Pupils of the Board	4,200	4,150	(50)	-1.2%
Other Pupils	-	-	-	0.0%
<b>Total Secondary</b>	<b>4,200</b>	<b>4,150</b>	<b>(50)</b>	<b>-1.2%</b>
<b>Total</b>	<b>11,200</b>	<b>11,300</b>	<b>100</b>	<b>0.9%</b>

Note: Forecast will be based on October 31st count date

## Changes in Enrolment: Budget v. Forecast



## Highlights of Changes in Enrolment:

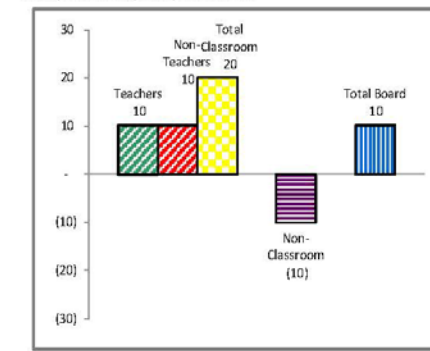
-

## Summary of Staffing

FTE	Estimates	Forecast	In-Year Change	
			#	%
<b>Classroom</b>				
Teachers	690	700	10	1.4%
Non-Teachers	120	130	10	8.3%
<b>Total Classroom</b>	<b>810</b>	<b>830</b>	<b>20</b>	<b>2.5%</b>
<b>Non-Classroom</b>	<b>300</b>	<b>290</b>	<b>(10)</b>	<b>-3.3%</b>
<b>Total</b>	<b>1,110</b>	<b>1,120</b>	<b>10</b>	<b>0.9%</b>

Note: Actual as of September 30, 2013.

## Changes in Staffing: Budget v. Forecast



## Highlights of Changes in Staffing:

-



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## **PART III: EDUCATION CAPITAL**





## Pupil Accommodation Roles & Responsibilities

- Ministry
  - Provides financial resources via the development and implementation of capital funding programs and policies to enable boards to meet their pupil accommodation responsibilities.
  - Monitors board actions to ensure accountability to taxpayers.
  - Develops fair and equitable capital policies, programs and guidelines to support school boards.
- Trustees
  - Responsible for decisions related to pupil accommodation and safety.
  - Accountable for ensuring students have access to adequate learning environments and program opportunities while ensuring best use of public funding.
  - Determine school board policies and priorities related to constructing, repairing , and renovating schools as well as opening, closing, selling, and buying schools.
  - Ensure school board capital plans and projects adhere to the Ministry's objectives and funding benchmarks.

49





## Capital Funding Programs

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- The Ministry provides funding for capital purposes to school boards through a number of programs:
  - Capital Priorities Grant – for new schools, additions, and major renovations
  - School Consolidation Capital Grant – for the consolidation of schools and right sizing of the board’s capital footprint
  - School Condition Improvement Funding – for renewal needs







## Capital Priorities Grant

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- Ministry
  - Provides annual funding for new schools, additions and major renovations to address enrolment growth pressures, replace schools in poor condition and support school consolidations
  - Reviews school board's business case submissions for new, major capital projects and evaluates alignment with program objectives
  - Establish provincial accommodation space standards and funding benchmarks
    - Based upon recommendations made by board construction experts
    - Includes all construction costs, fees, permits, furniture and equipment
  
- Trustees
  - Responsible for ranking and prioritizing capital proposals based on urgency and need
  - Endorse school board submission of up to 8 Business Cases to request Ministry funding and/or approval to proceed with a project using board's own funds
  - Accountable for having explored reasonable alternate solutions prior to requesting capital support
  - Ensure approved projects are completed within Ministry benchmarks





## School Consolidation Capital Grant

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- Ministry
  - Allocate \$750M over the next four years to support the right sizing of a board's capital footprint by for example, consolidating two schools into one
  - Provide additional timely approvals for new schools, additions and major renovations to address consolidation projects that reduce excess capacity and reduce capital footprint
  - Review board submissions and evaluate alignment with the School Board Efficiencies and Modernization (SBEM) initiative
  - Provide funding based upon construction benchmarks
- Trustees
  - Rank and prioritize proposals and ensuring that proposals meet program eligibility parameters and reduce ongoing operating and renewal costs
  - Endorse school board submission of up to 8 Business Cases to request Ministry funding and/or approval
  - Explored alternate solutions to determine the best option that maximizes value for money
  - Ensure approved projects are completed within Ministry benchmarks

52



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## School Condition Improvement

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- Ministry
  - Provides annual funding through the GSN to target renewal needs in schools that need to remain open
  - Funds and oversees the ongoing School Condition Assessment Program to review the condition of each school in the province over a five year period. The Ministry is in the fourth year of the program.
  - As announced in the 2014-15 Ontario Budget, to address the significant backlog of renewal needs, SCl allocation has been extended three years to 2016-17 where total funding over the three years has increased to \$1.25B
    - \$250M to be allocated in 2014-15 and \$500M each to be allocated in 2015-16 and 2016-17.
    - 2015-16 and 2016-17 board funding levels to be aligned with renewal needs identified through the assessment program.
  
- Trustees
  - Ensure prudent use of renewal dollars to address facility condition and provide safe facilities for students
  - Develop long term strategy for dealing with ongoing renewal needs





# School Utilization

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- Ministry

- Provide programs and incentives to either use or remove unused space, including:

Making More Efficient Use of Under-Utilized Space	School Closure and Disposition
<ul style="list-style-type: none"><li>• Facility Partnerships Guideline</li></ul>	<ul style="list-style-type: none"><li>• Pupil Accommodation Review Guideline</li></ul>
<ul style="list-style-type: none"><li>• Schools-First Child Care Capital Retrofit Policy</li></ul>	<ul style="list-style-type: none"><li>• Administrative Review Process</li></ul>
<ul style="list-style-type: none"><li>• Joint use of schools initiative</li></ul>	<ul style="list-style-type: none"><li>• Disposition of Surplus Real Property</li></ul>

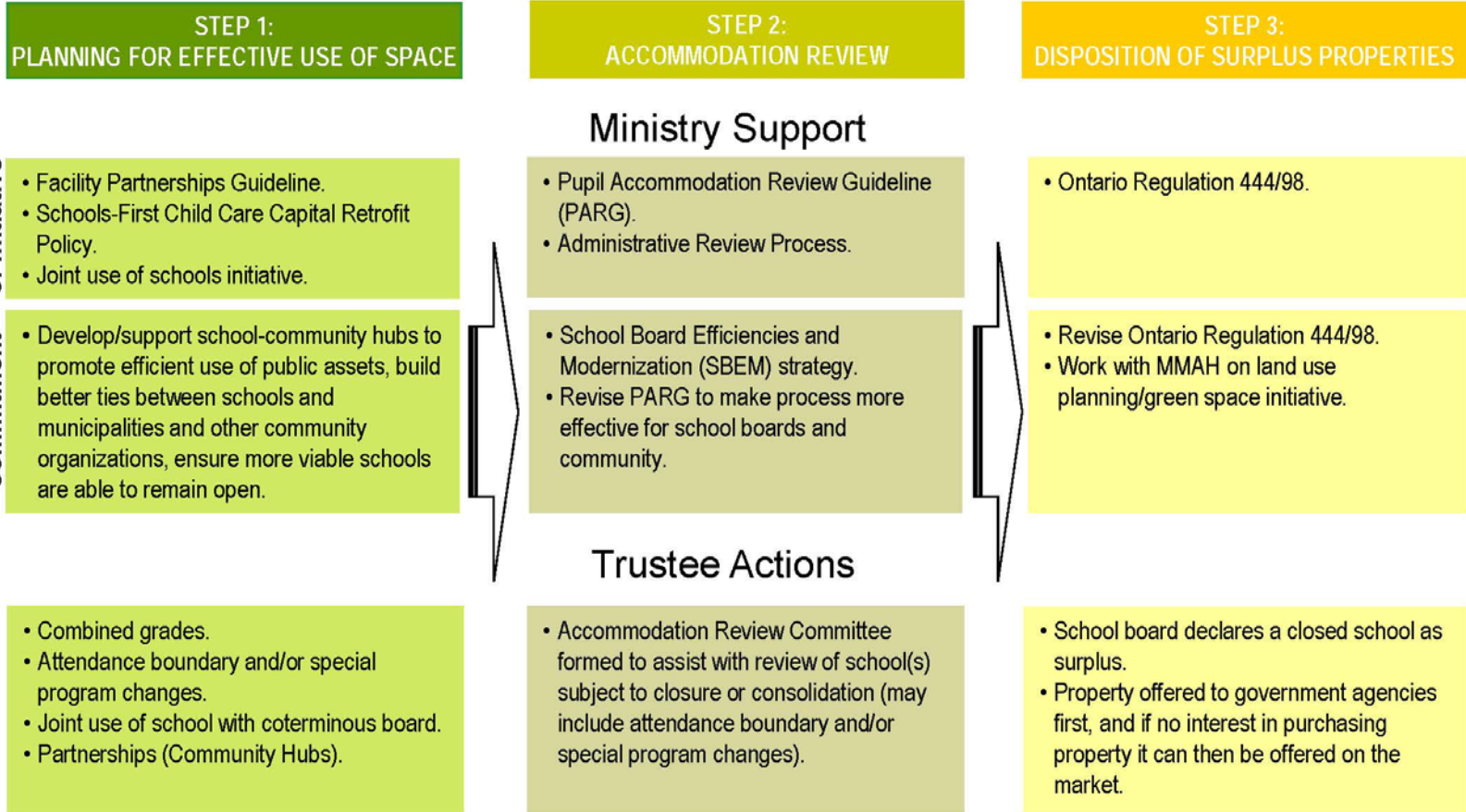
- Trustees

- Make the difficult decisions regarding the ongoing purposing of school space including:
  - Finding other students for the space
    - School area boundary changes
    - New grade configurations
    - New program offerings
  - Finding other purposes for the space
    - Child Care Centres
    - Community Partners/Hubs
    - Joint use with co-terminous School Boards
  - Decisions regarding the closure of surplus schools
  - Decisions regarding the sale of surplus schools





# School Board Planning Process for Excess Space







## Pupil Accommodation Review Guideline (Accommodation Review Committees (ARCs))

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- Ministry
  - Develop Pupil Accommodation Review Guideline that requires school boards to undertake a meaningful community consultation prior to closing schools.
  - Consulting with stakeholders with the intent to release revised guidelines expected later this year. The revised guideline will make the school closure and consolidation process more flexible for school boards while still ensuring that affected communities have meaningful input into the process.
  - Allow provision for communities to request reviews of school board accommodation review processes through the Administrative Review Policy to determine compliance
- Trustees
  - Develop/revise & implement accommodation policy in accordance with PARG
  - Final decisions about school closures are made by school board trustees.
  - Trustees have to approve their board's ARC policy. This policy should adhere to the Ministry's Pupil Accommodation Review Guideline.





## Funding Documents

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- Ministry's public website – Education Funding (<http://www.edu.gov.on.ca/eng/policyfunding/funding.html>)
  - GSN Technical Paper
  - School Board Funding Projections (“Grey Book”)
  - Grant Regulation
  - Business (B) Memos – memoranda issued to school boards to provide direction on funding policy and other financial matters





# QUESTIONS?

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# Financial Orientation for Trustees

## Questions and Answers

1. What is “fiduciary responsibility?” Please provide examples of when that responsibility is not fulfilled.

Under the *Education Act*, school board trustees have fiduciary responsibility over the board’s funding and are expected to act at all times in the interest of the board.

Information on fiduciary duty can be found on the Chartered Professional Accountants (CPA) Canada website (link below). This guide states: “Directors of not-for-profit organizations have various duties and responsibilities. The most fundamental of these responsibilities is the duty of directors to act in the best interests of the organization they serve at all times, even at the expense of their own self-interest. This is known as fiduciary duty. The term “fiduciary” is a legal term intended to refer to a person who, because of the position they hold, has a responsibility to act primarily for another’s benefit.”

<https://www.cpacanada.ca/en/business-and-accounting-resources/strategy-risk-and-governance/not-for-profit-governance/publications/questions-about-not-for-profit-fiduciary-duty>

2. When will training for audit committees be scheduled?

Audit committee training sessions are expected to take place in the early New Year, with most taking place in late January/February. These regionally-based sessions are currently being arranged by the eight regional internal audit host boards. If you have not already been provided with the date and location of the training session (or sessions) in your region, this will be communicated to you shortly.

### Education Funding

3. How is information relayed to school boards or Ministry of Education regarding the demographic impact of local developments (e.g., 407 pushing east)?

On an annual basis, each board provides the ministry with their demographic forecast going out a number of years. The ministry reviews this information and also layers on the Stats Canada information, as well as information from the Ministry of Finance, down to the Census district. We make predictions for the next four or five years. For example, the 407-pushing- east is going to be a longer term project, as it is expected to reach Highway 115/35 by 2020.

4. Is a multi-year perspective only possible with multi-year funding?

Boards can develop a multi-year perspective based on the existing benchmarks in the GSN, which are transparent and clear. Boards can devise a status quo budget where they would forecast their own enrolment to provide the multi-year perspective. Since revenues are unknown, boards may wish to devise alternative budgets, based on different levels of revenue.

5. Have any new contracts been reached in the province for the teachers?

No new contracts have been reached at this time. Under the new *School Boards Collective Bargaining Act*, the trustees' associations are the bargaining agencies for the school boards. They and the government and the different unions are at the nine central negotiating tables. The first step is to decide what is to be negotiated centrally and what is to be negotiated by the local parties. Once that is decided, issues bargaining can commence at a central table. Trustees can contact their respective Trustees' Associations to learn the status of negotiations.

6. Is there truth to the rumour that \$500 million will be removed from education in the coming year?

The government is looking for new approaches to continue to deliver key priorities within current fiscal realities. Through the fall, we had consultations with all 72 school boards as well as trustee associations, student groups, parent groups, principals, vice-principals, teacher federations, CUPE and other education workers' unions. In terms of planning, any organization should always plan for contingencies, and in terms of prudent planning, one should always plan for 1 to 2 per cent change in revenue structure. This is considered part of good planning for any organization.

7. Does every board have a different ratio of funding through the foundation grants, as shown on page 22 of the presentation?

Every school board has a different percentage of their total funding, which is from special purpose grants versus foundation grants. The ratios vary depending on whether the board generated funding through special purpose grants.

8. The Conseil scolaire Viamonde covers 158 municipalities. Do we receive funding from each of them (assuming there are rights holders everywhere)?

Yes, if the rights holders choose to support the public French-language school board.

9. What does "strengthening accountability" mean?

The ministry introduced changes in 2014-15 to strengthen accountability on the use of school renewal funding. To protect school renewal funding for use on capital expenditures, a threshold on the amount of school renewal funding that can be spent on operating renewal activity has been introduced.

This measure ensures that most of the current renewal spending on capital, as well as the increased renewal funding available to boards through the integration of full-day kindergarten in the GSN, and the introduction of School Condition Improvement funding in 2014-15 will be protected for capital purposes.

## Capital

10. Where can I find information on the new accommodation review procedures?

The Ministry of Education is planning to release the draft procedure and guidelines early in 2015.

11. Have school boards been consulted on the Pupil Accommodation Review Guidelines (PARG)?

The ministry's Capital Advisory Committee – comprising 15 school board representatives from boards across Ontario – worked closely with Ministry of Education staff to propose revised guidelines. The ministry consulted with the four school board trustee associations, the Association of Municipalities of Ontario, and the City of Toronto and received feedback on the guidelines. For details on these consultations, please contact your school board trustees' association.

12. When will the Pupil Accommodation Review Guidelines be released?

By early 2015, the ministry is planning to release the draft procedure and guidelines that reflect some of the feedback in terms of making the process less cumbersome for boards as well as having a differentiated process.

13. Is it possible to see a copy of the Pupil Accommodation Review Guidelines that are being consulted on currently?

The current Pupil Accommodation Review Guidelines can be found on the Ministry of Education website using the following link:

<http://www.edu.gov.on.ca/eng/policyfunding/reviewGuide09.pdf>

14. Is there a limited amount of School Condition Improvement funding each year?

For 2014-15, \$250 million has been allocated through the School Condition Improvement program. For 2015-16 and 2016-17, SCI funding will be increased to \$500 million per year.

15. How were benchmarks developed in the Capital Priorities program?

The ministry's benchmarks for capital construction, including new schools, additions, and retrofits, reflect a number of factors including area per pupil in elementary/secondary schools, and the costs of construction in different locations throughout Ontario. In 2010, the ministry's Expert Panel on Capital Standards reviewed the ministry's capital benchmarks and other factors which impact a board's ability to build a quality school. The Expert Panel conducted surveys to collect data on cost benchmarks such as the gross floor area, enrolment, and elementary/secondary rooms in recent school construction projects. Variable benchmarks were revised for future new school construction based on the Expert Panel recommendations.

To reflect the cost of construction in different geographic locations throughout Ontario, for 2014-15, the ministry increased the elementary and secondary new construction cost benchmarks by 4 percent to \$178.51/ft<sup>2</sup> (\$1,921.46/m<sup>2</sup>) and \$194.74/ft<sup>2</sup> (\$2,096.16/m<sup>2</sup>). This increase will apply to all new project approvals, including those approved under the 2013–14 Capital Priorities funding program.

16. How is it equitable to have a maximum of 8 business cases for capital no matter the size of the school board?

This is the maximum number that can be accepted from each board, but boards do not have to submit eight. These business cases must also comply with the timing requirements. The ministry considers capital requirements within three years, for both elementary and secondary schools.

17. When can a board expect a funding decision for a proposed major renovation?

The ministry makes every effort to make decisions within three months of the timeline that boards have to submit projects, presuming the business case contains all the necessary information to enable the ministry to conduct a complete analysis of the request.

18. Why is renewal funding not proportional to the size of the board?

School boards are provided with funding to address their renewal needs in two forms, both of which are proportional to the size of the board. The School Renewal Allocation is largely allocated according to the number of students and pupil places in the board. The School Condition Improvement funding is allocated according to the number of schools in the board.

19. How do we assure adequate learning environments and program opportunities in crowded schools? In areas where we know we'll run out of pupil places?

On an annual basis, the ministry invites school boards to submit their most urgent capital requests, including those intended to address local accommodation pressures, where enrolment is projected to persistently exceed capacity at a school or within a group of schools. The ministry will continue the Capital Priorities program to support Ontario school boards in addressing their local accommodation needs.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
COMMITTEE OF THE WHOLE MEETING  
JANUARY 13, 2015**

*PUBLIC SESSION*

**TITLE: CAPITAL PROJECTS PROGRESS REPORT UPDATE**

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The Capital Projects Progress Report Update is presented for information.

Prepared by: Scott Whitwell, Controller of Facilities Services  
Presented by: Scott Whitwell, Controller of Facilities Services  
Approved by: John Crocco, Director of Education/Secretary-Treasurer  
Date: January 13, 2015



**REPORT TO THE COMMITTEE OF THE WHOLE  
JANUARY 13, 2015  
CAPITAL PROJECTS PROGRESS REPORT UPDATE**

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**BACKGROUND INFORMATION**

Individual progress reports for capital projects are presented as follows:

In Progress

NEW BUILD

Appendix A

St. Martin Catholic Elementary School

CAPITAL PRIORITIES

Appendix B

Lakeshore Catholic High School

The Capital Projects Progress Report Update is presented for information.

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Prepared by: Scott Whitwell, Controller of Facilities Services

Presented by: Scott Whitwell, Controller of Facilities Services

Approved by: John Crocco, Director of Education/Secretary-Treasurer

Date: January 13, 2015



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
CAPITAL PROJECT PROGRESS REPORT  
JANUARY 13, 2015**

**APPENDIX A**

**ST. MARTIN CATHOLIC ELEMENTARY SCHOOL**

**Scope of Project:**

Design and construction of a replacement school and child care centre on a new site.

**Current Status:** Original estimated construction completion date is March 2015. Site Plan application has been made to Township - working with Township to address sidewalk concern. The project has been tendered resulting in an over-budget condition. A memo has been sent to the MOE with a revised estimate. We are awaiting feedback.



**Project Information:**

New Area to be Constructed	47,443	sq. ft.
Existing Area to be Renovated		sq. ft.
Total New Facility Area	47,443	sq. ft.
Total Site Area	5	acres
Pupil Places Added	115	students
New Facility Capacity	454	students

**Project Funding:**

Capital Priorities	9,430,364
	<b>\$9,430,364</b>

**Project Costs:**

	Budget	Paid
Construction Contract	7,479,925	0
Fees & Disbursements	900,000	625,382
Furniture & Equipment	100,000	0
Other Project Costs	950,439	177,396
	<b>\$9,430,364</b>	<b>\$802,778</b>

**Project Timelines:**

	<u>Scheduled Completion</u>	<u>Actual Completion</u>
Funding Approval	July 7, 2011	July 7, 2011
Ministry Approval (space)	December 2011	February 14, 2012
Architect Selection	January 30, 2012	March 22, 2012
Design Development	March 2012	October 2013
Contract Documents	January 2014	Feb 2014
Tender & Approvals	February 2014	
Ministry Approval (cost)	February 2014	
Construction	March 2015	
Occupancy	TBD	
Official Opening & Blessing	TBD	

**Project Team:**

Architect	MMMC Inc. Architects
General Contractor	TBD
Project Manager	Anthony Ferrara
Superintendent	Yolanda Baldasaro
Principal	Chris Zanuttini



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
CAPITAL PROJECT PROGRESS REPORT  
JANUARY 13, 2015**

**APPENDIX B**

**LAKESHORE CATHOLIC HIGH SCHOOL**

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Scope of Project: Design and construction of a ten class room addition, science lab/student services renovations and upgraded parking lot.



Current Status: First floor masonry and structural steel 90% completed. Precast slabs on site being installed next week.

Project Information:

New Area to be Constructed	1441	sq. m.
Existing Area to be Renovated		sq. m.
Total New Facility Area		sq. m.
Total Site Area		ha.
Pupil Places Added	210	students
New Facility Capacity	1071	students

Project Funding:

Capital Priorities	5,501,722
	0
	<u>\$5,501,722</u>

Project Costs:

	<u>Budget</u>	<u>Paid</u>
Construction Contract	4,235,021	874,078
Fees & Disbursements	568,520	429,808
Other Project Costs	698,181	58,312
	<u>\$5,501,722</u>	<u>1,362,198</u>

Project Timelines:

	<u>Scheduled Completion</u>	<u>Actual Completion</u>
Funding Approval	January 2013	January 2013
Architect Selection	May 2013	May 2013
Design Development	November 2013	December 2013
Contract Documents	March 2014	May 2014
Tender & Approvals	June 2014	June 2014
Construction	August 2014	
Occupancy	September 2015	
Official Opening & Blessing		

Project Team:

Architect	Raimondo + Associates Architects Inc.
General Contractor	Manorcore Group Inc.
Project Manager	Tunde Labbanicz
Superintendent	Lee Ann Forsyth-Sells
Principal	Glenn Gifford



**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
COMMITTEE OF THE WHOLE MEETING  
JANUARY 13, 2015**

***PUBLIC SESSION***

**TITLE: TRUSTEE INFORMATION  
SPOTLIGHT ON NIAGARA CATHOLIC – DECEMBER 2014**

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(<http://portal.niagaracatholic.ca/join-us/>)



(<http://portal.niagaracatholic.ca/support/>)



(<http://portal.niagaracatholic.ca/tv/>)

STAY INFORMED ABOUT  
YOUR CHILD'S EDUCATION

(<http://www.niagaracatholic.ca/canadas-anti-spam-legislation-casl/>)

Announcements

Events

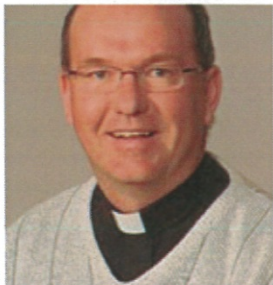
In the News

Diocese

Spotlight



### New Board Chair and Vice-Chair Selected for 2015



Father Paul MacNeil

Niagara Catholic held its Inaugural Meeting for 2014-2018 at Denis Morris Catholic High School on Tuesday, December 2, 2014. Trustees were sworn in by Honourable Mr. Justice Joseph Henderson, assisted by Reverend Monsignor Vladimir Zivcic, P.H.V.G. and John Crocco, Director of Education/Secretary-Treasurer.

As part of this meeting, Trustees elected a Chair and Vice-Chair for 2015. Father Paul MacNeil (<http://www.niagaracatholic.ca/trustees/fr-paul-macneil/>) was acclaimed Chair of the Board and Dino Sicoli (<http://www.niagaracatholic.ca/trustees/dino-sicoli/>) was elected as Vice-Chair.

The complete announcement, including remarks from the new Chair and Vice-Chair and Director of Education John Crocco are available here (<http://www.niagaracatholic.ca/wp-content/uploads/2014/12/RELEASE-Niagara-Catholic-Announces-2015-Chair-and-Vice-Chair.pdf>).

You may also view a video about Niagara Catholic by clicking here (<http://portal.niagaracatholic.ca/tv/niagaracatholic/>).

### Policy Update

During the December 16 Board Meeting, Trustees approved the Board's new Concussions Policy. This policy recognizes that children and adolescents are at the greatest risk for concussions during physical activity and further acknowledges that concussion prevention and management requires the cooperation of the full school

community. You can read the Board's Concussions Management Policy in the December 16 agenda (<https://docushare.ncdsb.com/dsweb/Get/Document-1667911/2014-12-16%20-%20BD%20AGENDA%20-%20PUBLIC.pdf>).

### 2015 Christmas Cards

Each year, Niagara Catholic students are given the opportunity to design Christmas cards which will be used by Trustees, Senior Staff and Parish Priests. This year,

four card designs were selected by students from across our system. The 2014 card designers were:



### New Members for SEAC

During the December 16 Board Meeting, five new members were appointed to Niagara Catholic's Special Education Advisory Committee for 2014-2018. The new members, and their associated groups, are:

- Carol Baldinelli – VOICE for Hearing Impaired Children
- Sarah Farrell – Learning Disabilities Association of Niagara Region
- Bill Helmeczi – Pathstone Mental Health
- Rob Lavorato – Down Syndrome Caring Parents (Niagara)
- Anna Racine – Tourette Syndrome Association of Ontario (Niagara Chapter)

### **New Members for Niagara Catholic Parent Involvement Committee**

In addition to appointing new members to the Special Education Advisory Committee, Trustees also appointed three community members to the Niagara Catholic Parent Involvement Committee for 2014-2015. These members, and their associated groups, are:

- Shelley Gilbert – St. Vincent de Paul Society
- Linda Marie O'Hagan – St. Catharines Diocesan Council for Development and Peace
- Heather Pyke – Ontario Association for Parents in Catholic Education (OPACE)

### **Winter is Here**

With winter weather upon us, we'd like to remind parents and guardians that they should ensure that students are properly dressed for the weather when they come to school. Students should have a winter coat and snow pants or snowsuit, hat, scarf, mittens/gloves and boots so they are warm when they go outside at recess and lunch hours. It is also wise to have an extra set of clothing, in case students get wet throughout the day. During extremely cold weather, students are kept indoors.

Winter storms are frequently tracked through radar, but are often unpredictable. Parents should have a plan in place throughout the winter in case inclement weather forces the cancellation of buses or closure of schools. Check our website and listen to local radio stations (610 CKTB, 105.7 EZ Rock, 91.7 Giant FM and 105.1 2Day FM) for any transportation delays or cancellations or school closures due to inclement weather.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
COMMITTEE OF THE WHOLE MEETING  
JANUARY 13, 2015**

***PUBLIC SESSION***

**TITLE: CALENDAR OF EVENTS – JANUARY 2015**

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# JANUARY 2015



Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1 <i>Happy New Year!</i>	2	3
4	5 Classes Resume	6	7 SEAC Meeting	8 NCPIC Meeting	9	10
11	12	13 CW Meeting Secondary Open Houses Begin	14 Baby Day ELKP Open House French Immersion Online Registration Begins	15 Secondary Open Houses End	16 Elementary PA Day	17
18	19	20	21	22	23 Semester 1 Exams Begin	24
25	26	27 Policy Meeting Board Meeting	28	29 Semester 1 Exams End	30 Secondary PA Day	31

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
COMMITTEE OF THE WHOLE MEETING  
JANUARY 13, 2015**

***PUBLIC SESSION***

**TITLE: TRUSTEE INFORMATION  
BUSINESS EDUCATION COUNCIL ANNUAL PARTNERS  
BREAKFAST**

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# REGISTRATION OPEN!



## ANNUAL PARTNERS BREAKFAST

Friday, February 6, 2015 • Marriot Gateway on the Falls

Register today!

be a HERO...it's easier than you think!



### FEATURING KEYNOTE SPEAKER

### Taylor Conroy

Taylor is a disruptive social entrepreneur and thought leader who is reinventing the way we give. Founder of Change Heroes and winner of 'Best Social Enterprise' at the Start Up World Finals.

Cost: \$40 per person or \$480 per table of 12

To register, visit [www.becniagara.ca](http://www.becniagara.ca)



**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
COMMITTEE OF THE WHOLE MEETING  
JANUARY 13, 2015**

*PUBLIC SESSION*

**TITLE: TRUSTEE INFORMATION  
NIAGARA CATHOLIC EDUCATION AWARD OF DISTINCTION**

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January 6, 2015

To All Partners in Catholic Education,

**RE: Niagara Catholic Education Award of Distinction**

In 2004, the Niagara Catholic District School Board approved the Niagara Catholic Education Award of Distinction. The policy set in place a process for recognizing individuals and groups who have made, or continue to make, outstanding contributions to Catholic education in the Niagara Region.

Past recipients of the Award of Distinction were:

<b>2004-2005</b>	<b>Loretto Sisters of the Institute of the Blessed Virgin Mary The Sisters of Saint Joseph The Sisters of Notre Dame The Felician Sisters The Holy Cross Community The Sisters of Saint Martha The Sisters of Holy Cross The Vincentian Sisters of Charity</b>
<b>2005-2006</b>	<b>Frank Durante The Reverend Monsignor Vincent James Ferrando P.H. Father Kenneth Burns C.S.C. Don Lefebvre</b>
<b>2006-2007</b>	<b>Dr. Angelo Albanese</b>
<b>2007-2008</b>	<b>Father Patrick H. Fogarty C.S.C.</b>
<b>2008-2009</b>	<b>The Sisters of the Sacred Heart of Jesus</b>
<b>2009-2010</b>	<b>Father James Mulligan</b>
<b>2010-2011</b>	<b>Father Stan Puchniak</b>
<b>2011-2012</b>	<b>Fr. Denis Warburton Rev. Msgr. Clement Schwalm</b>
<b>2012-2013</b>	<b>Mary Hendriks</b>
<b>2013-2014</b>	<b>Matthew J. Clifford</b>

The Niagara Catholic District School Board is once again inviting nominations from the public at large, schools, parishes, Catholic School Councils, SEAC, NCPIC, the Chancery Office and past and present leaders of the Board. Nominations must be substantiated with detailed documentation on the nominee's contributions to Catholic education in Niagara. Nominations will also require signed endorsements by three individuals. A Selection Committee is established to review the nominations.

A permanent acknowledgement of the award winners is placed on the Wall of Distinction at the Catholic Education Centre.

Please note that any individual and/or group nominated in past years could also be nominated for the award this year.

The nomination form can be accessed through the Board's website: [www.niagaracatholic.ca](http://www.niagaracatholic.ca) or by completing the enclosed Nomination Form.

**Nomination forms are to be submitted and received by 4:30 p.m on February 27<sup>th</sup>, 2015 to the attention of:**

**Frank Iannantuono, Superintendent of Education**  
Niagara Catholic District School Board  
427 Rice Road, Welland, Ontario L3C 7C1  
or email [frank.iannantuono@ncdsb.com](mailto:frank.iannantuono@ncdsb.com)

This award will be presented to the recipient(s) at the Bishop's Gala on Saturday, April 10<sup>th</sup>, 2015 at Club Roma, St. Catharines. Information regarding ticket reservations to join us at the Bishops Gala 2015 is included with this letter.

Over the years, many people have made tremendous contributions to Catholic education in the Niagara area. This is a wonderful opportunity to formally recognize these distinguished individuals to whom we owe so much.



Fr. Paul MacNeil  
Chairperson



John Crocco  
Director of Education

/lm  
Encl.



NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD**

**THE NIAGARA CATHOLIC EDUCATION  
AWARD OF DISTINCTION  
NOMINATION FORM**

**FOR THE YEAR 2015**

*This information is being collected pursuant to the provisions of the Municipal Freedom of Information and Protection of Privacy Act and under the Authority of The Education Act, and will be used to identify nominees for The Niagara Catholic Education Award of Distinction. Questions about this collection should be directed to Frank Iannantuono, Superintendent of Education, Niagara Catholic District School Board, 427 Rice Road, Welland, Ontario, L3C 7C1 905-735-0240*

**NOMINEE**

FIRST NAME	LAST NAME	GROUP NAME (if applicable)
STREET ADDRESS		
CITY	POSTAL CODE	TELEPHONE

**NOMINATED BY**

FULL NAME	PHONE NUMBER
ADDRESS	SIGNATURE
See Contribution to Catholic Education form to be completed on reverse	

**ENDORSED BY (3 endorsements required)**

1	FULL NAME	PHONE NUMBER
	ADDRESS	SIGNATURE
2	FULL NAME	PHONE NUMBER
	ADDRESS	SIGNATURE
3	FULL NAME	PHONE NUMBER
	ADDRESS	SIGNATURE

**DATE OF SUBMISSION** \_\_\_\_\_

**TO BE FORWARDED TO FRANK IANNANTUONO, SUPERINTENDENT OF EDUCATION  
NO LATER THAN FEBRUARY 27, 2015**

**CONTRIBUTION TO CATHOLIC EDUCATION FORM**  
**(Please refer to Policy #100.7 - not to exceed one page)**

DATE RECEIVED: \_\_\_\_\_

RECEIVED BY : \_\_\_\_\_



# 12th Annual BISHOP'S GALA

(Most Reverend) Gerard P. Bergie, D.D.  
Bishop of St. Catharines

**Friday, April 10, 2015**

*Evening of Celebration, Dining & Dancing  
Silent Auction*

**Club Roma** 125 Vansickle Road, St. Catharines, ON

AntiPasto Bar & Cocktail Reception - 5:30 p.m.

Dinner - 7:00 p.m.

(DJ to follow dinner)

**Cash Bar**



*Niagara Catholic Education*

## AWARD OF DISTINCTION

*To honour those individuals and/or groups, who have made, or continue to make outstanding contributions to Catholic Education in the Niagara Region.*

### TICKET ORDER FORM

**Tickets: \$75 each**

**Payment must be included with your order.**

Name _____	Phone # _____
Address _____	# of Tickets _____
_____	Payment Attached \$ _____

**Tickets must be purchased by March 27, 2015**

**Send your Ticket Order Form and Payment to**  
Linda Marconi, Executive Assistant - Director of Education  
Niagara Catholic District School Board, 427 Rice Rd., Welland, ON. L3C 7C1  
Cheques payable to: Niagara Foundation for Catholic Education

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
COMMITTEE OF THE WHOLE MEETING  
JANUARY 13, 2015**

***PUBLIC SESSION***

**TITLE: TRUSTEE INFORMATION  
DRAFT 2015 BOARD COMMITTEE MEMBERSHIP**

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NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

## DRAFT 2015 BOARD COMMITTEE MEMBERSHIP FORM

Members to the Committees are appointed by the Chairperson of the Board  
in consultation with the Vice-Chairperson of the Board.

STATUTORY COMMITTEES	TRUSTEE MEMBERSHIP REQUIRED	2015 MEMBERSHIP
<b><i>Audit Committee</i></b> <i>O. Reg. 361/10, s. 7 (1). The term of office of a member of the audit committee who is a board member shall be determined by the board but shall not exceed four years.</i>	<i>3 Trustees required</i>	Kathy Burtnik Fr. Paul MacNeil Pat Vernal
<b><i>Niagara Catholic Parent Involvement Committee (N.C.P.I.C.)</i></b>	<i>2 Trustees required</i>	Kathy Burtnik Dino Sicoli
<b><i>Special Education Advisory Committee (S.E.A.C.)</i></b>	<i>2 Trustees required</i>	Maurice Charbonneau Pat Vernal
<b><i>Supervised Alternative Learning Committee (S.A.L. Committee)</i></b>	<i>2 Trustees required</i>	Ted O'Leary

STANDING COMMITTEES	TRUSTEE MEMBERSHIP REQUIRED	2015 MEMBERSHIP
<b><i>Disciplinary Hearing Committee</i></b> <i>NOTE: All Trustees serve as alternates for this Committee only</i>	<i>3 Trustees required</i>	Frank Fera Ted O'Leary
<b><i>Policy Committee</i></b>	<i>3 Trustees required</i>	Kathy Burtnik Frank Fera Dino Sicoli

AD HOC COMMITTEES	TRUSTEE MEMBERSHIP REQUIRED	2015 MEMBERSHIP
<b><i>Blessed Trinity Catholic Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee</i></b>	<i>3 Trustees required</i>	Fr. Paul MacNeil
<b><i>Denis Morris, Holy Cross, and Saint Francis Catholic Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee</i></b>	<i>3 Trustees required</i>	Kathy Burtnik
<b><i>Lakeshore Catholic Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee</i></b>	<i>3 Trustees required</i>	Ted O'Leary Dino Sicoli
<b><i>Notre Dame College Catholic Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee</i></b>	<i>3 Trustees required</i>	Ted O'Leary Dino Sicoli
<b><i>Saint Michael and Saint Paul Catholic Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee</i></b>	<i>3 Trustees required</i>	

OTHER LIAISON COMMITTEES	TRUSTEE MEMBERSHIP MANDATED	2015 MEMBERSHIP
<b><i>E.A.P.</i></b>	<i>1 Trustee required</i>	Dino Sicoli