



*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, NOVEMBER 26, 2013
7:00 P.M.**



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

A. ROUTINE MATTERS

1. Opening Prayers – Trustee Fera -
2. Roll Call -
3. Approval of the Agenda -
4. Declaration of Conflict of Interest -
5. Minutes of the Board Meetings
- 5.1 October 22, 2013 A5.1
- 5.2 November 12, 2013 A5.2

B. DELEGATIONS/PRESENTATIONS

C. COMMITTEE AND STAFF REPORTS

1. School Excellence Program C1
St. Kevin Catholic Elementary School
2. Unapproved Minutes of the Committee of the Whole Meeting of November 12, 2013 C2
and Consideration of Recommendations
- 2.1 Approval of Policies
- 2.1.1 Acceleration Retention Policy Elementary (400.5) C2.1.1
- 2.1.2 Employee Leaves of Absence Policy (201.1) C2.1.2
- 2.1.3 Opening or Closing Exercises Policy - Safe Schools (302.6.1) C2.1.3
- 2.1.4 Employee Workplace Harassment Policy (201.7) C2.1.4
- 2.1.5 Employee Workplace Violence Policy (201.11) C2.1.5
- 2.1.6 Occupational Health & Safety Policy C2.1.6
3. Approved Minutes of the Niagara Catholic Parent Involvement Committee C3
Meeting of May 9, 2013
4. Approved Minutes of the Special Education Advisory Committee (SEAC) C4
Meeting of October 2, 2013
5. VOICE Representation for Hearing Impaired Children C5
6. Random Act of Kindness Day – Oatmeal Day 2013 C6
7. Facility Options Report for St. Nicholas Catholic Elementary School C7

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|-----|--|------|
| 8. | Financial Reports | |
| 8.1 | Monthly Banking Transactions for the Month of October 2013 | C8.1 |
| 8.2 | Statement of Revenue and Expenditures as at October 31, 2013 | C8.2 |

D. TRUSTEE ITEMS, OPEN QUESTION PERIOD & OTHER BUSINESS

- | | | |
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| 1. | Correspondence | |
| 1.1 | Jill Mowser, President Mary's Meals Canada | D1.1 |
| 1.2 | Daniel Adams, Head of Fundraising, Mary's Meals Scotland | D1.2 |
| 1.3 | Canadian Catholic School Trustees' Association Charitable Foundation | D1.3 |
| 1.4 | Ontario College of Teachers | D1.4 |
| 2. | Report on Trustee Conferences Attended | |
| 3. | General Discussion to Plan for Future Action | - |
| 4. | Trustee Information | |
| 4.1 | Spotlight – November 12 , 2013 | D4.1 |
| 4.2 | Calendar of Events – December 2013 | D4.2 |
| 4.3 | Annual Administrators, Trustees and Priests Faith Formation – December 12 , 2013 | - |
| 4.4 | Bishop's Gala 2014 – April 12 , 2014 | D4.4 |
| 4.5 | Distinguished Niagara Catholic Alumni Award 2014 | D4.5 |
| 5. | Open Question Period
<i>(The purpose of the Open Question Period is to allow members of the Catholic school supporting public to ask about items on that night's public agenda or any previous agendas, and the Board to answer and react.)</i> | |

E. NOTICES OF MOTION

F. BUSINESS IN CAMERA

G. REPORT ON IN CAMERA SESSION

H. FUTURE MEETINGS AND EVENTS

- | | |
|-----|--|
| 1.1 | Organizational Meeting of the Board – December 3, 2013 – 6.00 pm |
| 1.2 | December Committee of the Whole Meeting – December 3, 2013 – 7.00 pm |

I. MOMENT OF SILENT REFLECTION FOR LIFE

J. ADJOURNMENT

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 26, 2013**

PUBLIC SESSION

**TOPIC: MINUTES OF THE BOARD MEETING OF
OCTOBER 22, 2013**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Minutes of the Board Meeting of October 22, 2013, as presented.



MINUTES OF THE BOARD MEETING

TUESDAY, OCTOBER 22, 2013

Minutes of the Meeting of the Niagara Catholic District School Board, held on Tuesday, October 22, 2013, 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 Chairperson Burtnik.

2. Roll Call

Chairperson Burtnik noted Trustees and Student Trustees in attendance.

Moved by Trustee MacNeil

Seconded by Trustee Nieuwesteeg

THAT the Niagara Catholic District School Board excuse Trustees Fera and Sicoli from attending the Board Meeting of October 22, 2013.

CARRIED

Trustee	Present	Present Electronically	Absent	Excused
Rhianon Burkholder	✓			
Kathy Burtnik	✓			
Maurice Charbonneau	✓			
Frank Fera				✓
Fr. Paul MacNeil	✓			
Ed Nieuwesteeg	✓			
Ted O'Leary	✓			
Dino Sicoli				✓
Student Trustees				
Vincent Atallah	✓			
Dallas McMahan	✓			

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; **Scott Whitwell**, Controller of Facilities Services; **Giancarlo Vetrone**, Superintendent of Business & Financial Services; **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 Charbonneau

THAT the Niagara Catholic District School Board approve the Agenda of the Board Meeting of October 22, 2013, as presented.

CARRIED

4. Disclosure of Interest

A Disclosure of Interest was declared by Chairperson Burtnik with Item C6.1 of the Public Agenda. This item may show cheques issued to this trustee's family business. She refrained from voting on this item. Chairperson Burtnik also declared a conflict of interest with Item C7.1 of the September 24, 2013 Board Meeting.

5. Approval of Minutes of the Board Meetings

5.1 September 24, 2013

Moved by Trustee Burkholder

Seconded by Trustee O'Leary

THAT the Niagara Catholic District School Board approve the Minutes of the Board Meeting of September 24, 2013, as presented.

CARRIED

5.2 September 27, 2013

Moved by Trustee Burkholder

Seconded by Trustee O'Leary

THAT the Niagara Catholic District School Board approve the Minutes of the Special Board Meeting of September 27, 2013, as presented.

CARRIED

B. DELEGATIONS/PRESENTATIONS

C. COMMITTEE AND STAFF REPORTS

1. School Excellence Program – St. Ann Catholic Elementary School, Fenwick

Director Crocco provided background information on the monthly School Excellence Program. Lee Ann Forsyth-Sells, Superintendent of Education introduced Amanda Cybula, Principal of St. Ann Catholic Elementary School, Fenwick.

Principal Cybula, with the assistance of students and staff showcased St. Ann Catholic Elementary School as part of the School Excellence Program.

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

2. Unapproved Minutes of the Committee of the Whole Meeting of October 8, 2013 and Consideration of Recommendations

Moved by Trustee O'Leary

Seconded by Trustee Nieuwesteeg

THAT the Niagara Catholic District School Board receive the unapproved Minutes of the Committee of the Whole Meeting of October 8, 2013, as presented.

CARRIED

The following recommendations were presented for the Board's consideration from the Committee of the Whole Meeting of October 8, 2013:

2.1 Accommodation Review Committee Report for St. Christopher Catholic Elementary School and St. Theresa Catholic Elementary School

Moved by Trustee O'Leary

Seconded by Trustee Nieuwesteeg

THAT the Niagara Catholic District School Board approve that Senior Staff bring the St. Christopher/St. Theresa Catholic Elementary Schools Accommodation Review Committee report to the Committee of the Whole no later than April 2014.

CARRIED

3. Approved Minutes of the Special Education Advisory Committee Meeting of September 4, 2013

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 September 4, 2013, as presented for information.

CARRIED

4. Board Improvement Plan for Student Achievement - 2013-2014

Superintendent Forsyth-Sells presented the Board Improvement Plan for Student Achievement (BIPSA) 2013-2014 which provides direction to schools to support School Improvement Plans which are aligned with the Board Mission Statement, the two Strategic Directions of the Board's Vision 2020 Strategic Plan, Catholic Virtues, the Ontario Catholic School Graduate Expectations, and the educational goals of the Ministry of Education.

4. International Partnership Agreements

Director Crocco welcomed Fred Wilson, Supervisor of International Education, who provided Trustees with information on the Board delegation to Asia, which arrived back the night before, October 21, 2013. The delegation consisting of Kathy Burtnik, Chair of the Board; John Crocco, Director of Education; Frank Iannantuono, Superintendent of Education; Mark Lefebvre, Superintendent of Education; and, Mr. Wilson who provided additional information regarding their experiences and the signing of the four (4) Memorandum of Agreements with educational partners in South Korea and China.

6. Financial Reports

6.1 Monthly Banking Transactions

Moved by Trustee Burkholder
Seconded by Trustee O'Leary

THAT the Niagara Catholic District School Board approve the Monthly Banking Transactions for the month of September 2013, as presented for information.

CARRIED

6.2 Statement of Revenue & Expenditures

Moved by Trustee Charbonneau
Seconded by Trustee O'Leary

THAT the Niagara Catholic District School Board approve the Statement of Revenue and Expenditures as at September 30, 2013, as presented for information.

CARRIED

D. TRUSTEE ITEMS, OPEN QUESTION PERIOD & OTHER BUSINESS

1. Correspondence

Nil Report

2. Report on Trustee Conferences Attended

Trustee Burkholder and Chairperson Burtnik provided information the CCSTA Seminar they recently attended with the Director of Education, elaborating on the evangelistic teachings presented.

Trustees agreed that the Chairperson send a letter to CCSTA suggesting that their seminar be

3. General Discussion to Plan for Future Action

St. Catharines Elementary & Secondary Family of Schools Attendance Area Ad Hoc Committee

- The next Attendance Area Committee meeting is scheduled for October 23, 2013.
- The next Accommodation Review Committee is scheduled for October 24, 2013.

4. Trustee Information

4.1 Spotlight on Niagara Catholic – October 8, 2013

Director Crocco highlighted the Spotlight on Niagara Catholic – October 8, 2013 issue for Trustees' information.

4.2 Calendar of Events – November 2013

Director Crocco presented the Calendar of Events – November 2013 for Trustees' information.

4.3 Pilgrimage Sunday – October 27, 2013

Director Crocco provided information about Pilgrimage Sunday taking place October 27, 2013, and invited Trustees to participate in the various walks.

4.4 Annual Trustee Retreat – November 2013

Director Crocco confirmed that the Annual Trustee Retreat has been scheduled for Tuesday November 26, 2013 at 11:00 a.m. at Mount Carmel in Niagara Falls.

Trustees were asked to confirm their attendance with Sherry Morena, Administrative Assistant, Corporate Services & Communications.

4.5 OCSTA Catholic Trustees' Professional Development Seminar – January 17 & 18, 2014

Director Crocco presented information on the OCSTA Catholic Trustees' Professional Development Seminar being held in Toronto on January 17 & 18, 2014.

Trustees were asked to confirm their attendance with Sherry Morena, Administrative Assistant, Corporate Services & Communications.

4.6 2014 AGM & Conference Resolutions

Director Crocco presented the 2014 AGM & Conference Resolutions.

4.7 Good News

- Scott Whitwell, Controller of Facilities Services, informed Trustees that Niagara Catholic was awarded with the Welland-Pelham Chamber of Commerce 2013 Ruby Award for Greening Niagara — Eco Action Award of Excellence.
- Director Crocco informed the Board that the inaugural Director's Inspiration Award celebration was very successful. Recipients were presented with their award following a Celebration of the Eucharist with Bishop Bergie on October 10, 2013 at St. Alfred Catholic Church, St. Catharines. Trustees were invited to view the photographs of the event on the Board website.
- Director Crocco informed Trustees that Sherry Morena, Recording Secretary/Administrative Assistant, Corporate Services & Communications, is the successful candidate for the position on Coordinator of Information Management. The position of Administrative Assistant, Corporate Services & Communications has been advertised and will be appointed shortly.

5. Open Question Period

None Submitted

E. NOTICES OF MOTION

F. BUSINESS IN CAMERA

Moved by Trustee Nieuwesteeg
Seconded by Trustee O'Leary

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 9:15 p.m. and reconvened at 10:40 p.m.

G. REPORT ON THE IN-CAMERA SESSION

Moved by Trustee O'Leary
Seconded by Trustee Burkholder

THAT the Niagara Catholic District School Board report the motions from the In Camera Session of the Board Meeting of October 22, 2013.

CARRIED

SECTION A: STUDENT TRUSTEES PRESENT

Moved by Trustee MacNeil
Seconded by Trustee Nieuwesteeg

THAT the Niagara Catholic District School Board approve the Minutes of the In Camera Session of the Board Meeting - SECTION A: Student Trustees Present of September 24, 2013, as presented.

CARRIED (Item F1)

Moved by Trustee MacNeil
Seconded by Trustee Nieuwesteeg

THAT the Niagara Catholic District School Board receive the unapproved Minutes of the In Camera Session of the Committee of the Whole Meeting - SECTION A: Student Trustees Present of October 8, 2013, as presented.

CARRIED (Item F2)

SECTION B: STUDENT TRUSTEES EXCLUDED

Moved by Trustee Charbonneau
Seconded by Trustee O'Leary

THAT the Niagara Catholic District School Board approve the recommendation as outlined in Item F4.1 of the In Camera Agenda.

CARRIED (Item F4.1)

Moved by Trustee Charbonneau
Seconded by Trustee Burkholder

THAT the Niagara Catholic District School Board approve the recommendation as outlined in Item F4.2 of the In Camera Agenda.

CARRIED (Item F4.2)

Moved by Trustee Burkholder

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 September 24, 2013, as presented.

CARRIED (Item F5.1)

Moved by Trustee Burkholder

Seconded by Trustee Nieuwesteeg

THAT the Niagara Catholic District School Board approve the Minutes of the In Camera Session of the Special Board Meeting - SECTION B: Student Trustees Excluded of September 27, 2013, as presented.

CARRIED (Item F5.2)

Moved by Trustee Burkholder

Seconded by Trustee Nieuwesteeg

THAT the Niagara Catholic District School Board receive the unapproved Minutes of the In Camera Session of the Committee of the Whole Meeting - SECTION B: Student Trustees Excluded of October 8, 2013, as presented.

CARRIED (Item F6)

H. FUTURE MEETINGS AND EVENTS

I. MOMENT OF SILENT REFLECTION FOR LIFE

J. ADJOURNMENT

Moved by Trustee MacNeil

Seconded by Trustee Nieuwesteeg

THAT the October 22, 2013 meeting of the Niagara Catholic District School Board be adjourned.

CARRIED

This meeting was adjourned at 10:40 p.m.

Minutes of the Meeting of the Niagara Catholic District School Board held on **October 22, 2013.**

Approved on **November 26, 2013.**

Kathy Burtnik
Chairperson of the Board

John Crocco
Director of Education/Secretary-Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 26, 2013**

PUBLIC SESSION

**TOPIC: MINUTES OF THE SPECIAL BOARD MEETING OF
NOVEMBER 12, 2013**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Minutes of the Special Board Meeting of November 12, 2013, as presented.



MINUTES OF THE SPECIAL BOARD MEETING

**TUESDAY, NOVEMBER 12, 2013
9:00 P.M.**

Minutes of the Special Meeting of the Niagara Catholic District School Board, held on November 12, 2013 at 9:15 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 9:15 p.m. by Chairperson Burtnik.

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayers were led by Trustee MacNeil.

2. Roll Call

Trustee	Present	Present Electronically	Absent	Excused
Rhianon Burkholder	✓			
Kathy Burtnik	✓			
Maurice Charbonneau	✓			
Frank Fera	✓			
Fr. Paul MacNeil	✓			
Ed Nieuwesteeg	✓			
Ted O'Leary	✓			
Dino Sicoli	✓			

The following staff were in attendance:

John Crocco, Director of Education; **Yolanda Baldasaro**, **Ted Farrell**, **Frank Iannantuono**, **Mark Lefebvre**, Superintendents of Education; **Scott Whitwell**, Controller of Facilities Services; **Giancarlo Vetrone**, Superintendent of Business & Financial Services; **Jennifer Brailey**, Manager of Corporate Services & Communications; **Kristine Murphy**, Recording Secretary/Administrative Assistant, Corporate Services & Communications

3. Approval of the Agenda

Moved by Trustee Nieuwesteeg
Seconded by Trustee Sicoli

THAT the Niagara Catholic District School Board approve the Agenda of the Special Board Meeting of November 12, 2013, as presented.

CARRIED

4. Disclosure of Interest

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

B. COMMITTEE AND STAFF REPORTS

1. Audited Financial Statements for the Year 2012-2013

Moved by Trustee MacNeil
Seconded by Trustee Fera

THAT the Niagara Catholic District School Board approve Audited Financial Statements for the Year 2012-2013, as presented.

CARRIED

Audit Committee Chair MacNeil, presented an introduction on the Report on the Audited Financial Statements for the Year 2012-2013 and its recommendation from the Audit Committee to the Board for approval.

Director Crocco as Treasurer of the Board informed the Board that the Audited Financial Statement 2012-2013 were in order and invited Superintendent of Business and Financial Services Vetrone and Mark Palumbi, Crawford, Smith & Swallow, to review the Audited Financial Statements. Director Crocco, Superintendent Vetrone and Mark Palumbi answered questions for clarification.

Director Crocco and Superintendent Vetrone expressed appreciation to the Board's external auditors for their expertise and diligence in reviewing the Financial Statements.

Audit Committee Chair MacNeil expressed appreciation on behalf of the Audit Committee to Director Crocco, Superintendent Vetrone and Mark Palumbi for their leadership and work in the preparation of the Audited Financial Statements 2012-2013. Chair Burtnik asked that letters of appreciation be sent to Joanne Kusher and Marco Vetrone for their dedication to the Audit Committee.

C. MOMENT OF SILENT REFLECTION FOR LIFE

D. ADJOURNMENT

Moved by Trustee O'Leary
Seconded by Trustee Sicoli

THAT the November 12, 2013 Special Meeting of the Niagara Catholic District School Board be adjourned.

CARRIED

This meeting was adjourned at 9:40 p.m.

Minutes of the Special Meeting of the Niagara Catholic District School Board held on **November 12, 2013**.

Approved on **November 26, 2013**.

Kathy Burtnik
Chairperson of the Board

John Crocco
Director of Education/Secretary -Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 26, 2013**

PUBLIC SESSION

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

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/Secretary-Treasurer
Date: November 26, 2013



**REPORT TO THE BOARD
NOVEMBER 26, 2013**

**SCHOOL EXCELLENCE PROGRAM
ST. KEVIN CATHOLIC ELEMENTARY SCHOOL**

182 Aqueduct Street
Welland, Ontario
L3C 1C4
Ph: 905.734.7709
Fx: 905.734.8741
st.kevin@ncdsb.com

Grades
ELKP – 8

Enrolment
360 as of September
2013

Principal
Enrico Schirru

Superintendent
Lee Ann Forsyth-Sells

Catholic School Council
Co-Chairs
Flavia Battaglini and
Susan Guarasci

Parish
St. Kevin



St. Kevin School Catholic School was erected in 1951 as Notre Dame Private School by the School Sisters of Notre Dame. It was blessed by James C. Cardinal McGuigan, Archbishop of Toronto, on September 16, 1951. St. Kevin was purchased by the Welland Separate School Board and formally opened as St. Kevin School by the Most Reverend F.V. Allen, D.D. Auxiliary Bishop of Toronto on September 30, 1956. In October 2006, St. Kevin School celebrated its 50th anniversary.

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

-School Mission Statement

For every time there is a season

-School Motto

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/Secretary-Treasurer
Date: November 26, 2013

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 26, 2013**

PUBLIC SESSION

**TOPIC: UNAPPROVED MINUTES OF THE COMMITTEE OF THE
WHOLE MEETING OF NOVEMBER 12, 2013**

RECOMMENDATION

THAT the Niagara Catholic District School Board receive the Unapproved Minutes of the Committee of the Whole Meeting of November 12, 2013, as presented.

The following recommendations are being presented for the Board's consideration from the Committee of the Whole Meeting of November 12, 2013:

2.1 Approval of Policies

2.1.1 Acceleration Retention Policy (400.5)

THAT the Niagara Catholic District School Board approve the Acceleration Retention Policy (400.5), as presented.

2.1.2 Employee Leaves of Absence Policy (201.1)

THAT the Niagara Catholic District School Board approve the Employee Leaves of Absence Policy (201.1), as presented.

2.1.3 Opening or Closing Exercises Policy - Safe Schools (302.6.1)

THAT the Niagara Catholic District School Board approve the Opening or Closing Exercises Policy - Safe Schools (302.6.1), as presented.

2.1.4 Employee Workplace Harassment Policy (201.7)

THAT the Niagara Catholic District School Board approve the Employee Workplace Harassment Policy (201.7), as presented.

2.1.5 Employee Workplace Violence Policy (201.11)

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

2.1.6 Occupational Health & Safety Policy (201.6)

THAT the Niagara Catholic District School Board approve the Occupational Health & Safety Policy (201.6), as presented.



MINUTES OF THE COMMITTEE OF THE WHOLE MEETING TUESDAY, NOVEMBER 12, 2013

Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, November 12, 2013 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

Trustee	Present	Present Electronically	Absent	Excused
Rhianon Burkholder	✓			
Kathy Burtnik	✓			
Maurice Charbonneau	✓			
Frank Fera	✓			
Fr. Paul MacNeil	✓			
Ed Nieuwesteeg	✓			
Ted O'Leary	✓			
Dino Sicoli	✓			
Student Trustees	✓			
Vincent Atallah	✓			
Dallas McMahon	✓			

The following staff were in attendance:

John Crocco, Director of Education; **Yolanda Baldasaro**, **Ted Farrell**, **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; **Kristine Murphy**, Recording Secretary/ Administrative Assistant, Corporate Services & Communications

3. Approval of the Agenda

Moved by Trustee O'Leary

THAT the Committee of the Whole approve the Agenda of the Committee of the Whole Meeting of November 12, 2013 as presented.

CARRIED

4. Declaration of Conflict of Interest

A Disclosure of Interest was declared by Trustee Burkholder with Item C 7.1 of the Public Agenda, as she has a family member who is associated with the Quartek Group.

5. Approval of Minutes of the Committee of the Whole Meeting of October 8, 2013

Moved by Trustee Fera

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of October 8, 2013 as presented.

CARRIED

B. PRESENTATIONS

C. COMMITTEE AND STAFF REPORTS

1. Policy Committee

1.1 Unapproved Minutes of the Policy Committee Meeting of October 22, 2013

Moved by Trustee Burkholder

THAT the Committee of the Whole receive the unapproved Minutes of the Policy Committee Meeting of Unapproved Minutes of the Policy Committee Meeting of October 22, 2013, as presented.

CARRIED

1.2 Approval of Policies

1.2.1 Acceleration Retention Policy (400.5)

Moved by Trustee Sicoli

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Acceleration Retention Policy, as presented.

CARRIED

1.2.2 Employee Leaves of Absence Policy (201.1)

Moved by Trustee Sicoli

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Employee Leaves of Absence Policy, as presented.

CARRIED

1.2.3 Opening or Closing Exercises Policy – Safe Schools (302.6.1)

Moved by Trustee Sicoli

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Opening or Closing Exercises Policy – Safe Schools, as presented.

CARRIED

1.2.4 Employee Workplace Harassment Policy (201.7)

Moved by Trustee Sicoli

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

CARRIED

1.2.5 Employee Workplace Violence Policy (201.11)

Moved by Trustee Sicoli

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

CARRIED

1.2.6 Occupational Health & Safety Policy (201.6)

Moved by Trustee Sicoli

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Occupational Health & Safety Policy, as presented.

CARRIED

1.3 Policy and Guideline Review 2013-2014 Schedule

Director Crocco presented the Policy and Guideline Review 2013-2014 Schedule for Trustees' Information.

2. Pilgrimage 2013

Mark Lefebvre, Superintendent of Education presented information on Pilgrimage Sunday - October 27, 2013 in which approximately 4000 Niagara Catholic students, staff, Trustees, Senior Administration, priests, Catholic School Council members, and alumni from Niagara Catholic's eight (8) Secondary Schools participated. This year's annual Pilgrimage raised approximately \$178,000.00 to assist those in need of assistance in Secondary Schools sponsored Missions in Haiti, the Dominican Republic, Dominica, Guatemala, Peru, Rwanda, Development & Peace and Fogquest.

Student and staff representatives from each of Niagara Catholic's eight (8) Catholic Secondary Schools were in attendance to speak of their Pilgrimage experience.

3. Special Education Advisory Committee Goal: Presentation to the Committee of the Whole

Yolanda Baldasaro, Superintendent of Education, welcomed Anna Racine, Chair of the Niagara Catholic Special Education Advisory Committee, and Rob Lavorato, Vice-Chair of the Niagara Catholic Special Education Advisory Committee. Ms. Racine and Mr. Lavorato provided a visual presentation which outlined the goals set by SEAC, the current membership, recent work and accomplishments of SEAC and its impact on Niagara Catholic.

4. Computer Technology 2013-2014 Update

Ted Farrell, Superintendent of Education welcomed Mark Di Tomasso, Niagara Catholic's ELearning Consultant, Anna Perrota, Ryan Sauriol and Manny Roussos Literacy/Numeracy/Technology Coaches who presented the Computer Technology 2013-2014 Update. Information on the programs and support throughout our system was provided.

Trustees asked questions of staff on the presentation.

5. Extended Overnight Field Trip, Excursion and Exchange – 2013-2014

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

6. Financial Statements for the Year 2012-2013

Giancarlo Vetrone, Superintendent of Business & Financial Services, presented the Report on the Audited Financial Statements for the Year 2012-2013.

Director Crocco discussed the various areas of the Financial Statements for 2012-2013 and noted that Senior Administrative Council will continue to prioritize expenditures based on achieving the Board's Strategic Plan and annual System Priorities.

Trustees discussed the Report on the Audited Financial Statements for the Year 2012-2013, and asked questions of Director Crocco and Superintendent Vetrone.

Audit Committee Chairperson MacNeil expressed appreciation to Director Crocco and Superintendent Vetrone for all the work and reflection that went into the preparation of the report and the valuable information presented to the Audit Committee and the Board.

Moved by Trustee Fera

THAT the Committee of the Whole recommended that the Niagara Catholic District School Board approve the Report on the Financial Statements for the year 2012-2013, as presented.

CARRIED

7. Monthly Updates

7.1 Capital Projects Update

Scott Whitwell, Controller of Facilities Services, presented the Capital Projects Update.

7.2 Student Senate Update

Vincent Atallah and Dallas McMahon, Student Trustees, presented a verbal update on the current activities of the Student Senate.

7.3 Senior Staff Good News Update

Senior Staff highlights included:

Superintendent Baldasaro

John Cino, Student Success Lead and John Di Pasquale, Student Success Teacher from Blessed Trinity Catholic Secondary School presented their Teacher Learning and Leadership Program for Experienced Teachers at the “Sharing the Learning Summit” in Toronto on November 8th, 2013. Their project submission called the “Thunderstruck Mentorship Program” helped to create a transition/mentorship/mental health awareness program for the Blessed Trinity school community. Both teachers had the opportunity to present their project to the Honorable Liz Sandals, Minister of Education who was in attendance at the summit.

Director Crocco

Senior Staff witnessed remarkable events which took place in Niagara Catholic Schools during Remembrance Day activities, Director Crocco offered his recognition and appreciation to Principals, students and staff.

D. INFORMATION

1. Trustee Information

1.1 Spotlight on Niagara Catholic – October 22, 2013

Director Crocco highlighted the Spotlight on Niagara Catholic – October 22, 2013 issue for Trustees’ information.

1.2 Calendar of Events – November 2013

Director Crocco presented the November 2013 Calendar of Events for Trustees’ information.

1.3 3rd Annual Spelling Bee – Holy Cross Catholic Secondary School – November 21, 2013

Director Crocco noted that the Annual Spelling Bee is actually the 4th Annual Spelling Bee and invited Trustees to attend

Trustees were asked to confirm their attendance with Kristine Murphy, Administrative Assistant, Corporate Services & Communications.

1.4 Annual Trustee & Senior Staff Retreat & Mass – November 26, 2013

Trustees were provided with copies of the program for the Annual Trustee & Senior Staff Retreat being held on Tuesday, November 26, 2013. In preparation for the Retreat, Trustees were invited to read the articles and reflect on the three (3) questions outlined in the program.

1.5 Annual Organizational Meeting of the Board – December 3, 2013 – 6:00 p.m.

Trustees were reminded that the Annual Organizational Meeting of the Board will be held on December 3, 2013 at 6:00 p.m. in the Father Kenneth Burns, C.S.C. Board Room.

1.6 2014 OCSTA Catholic Trustees' Professional Development Seminar

Director Crocco provided information on the 2014 OCSTA Catholic Trustees' Professional Development Seminar.

Trustees were asked to confirm their attendance with Kristine Murphy.

1.7 2014 OCSTA AGM

Director Crocco reminded Trustees that Niagara Catholic will be hosting the 2014 OCSTA AGM, and asked that they confirm their attendance with Kristine Murphy, by the February 2014 Board Meeting.

1.8 Bishop's Gala 2014

Director Crocco informed Trustees that the Bishop's Gala has been rescheduled to Saturday, April 12, 2014 at Club Roma in St. Catharines. Bishop Bergie will be attending the Canonization of Popes John XXIII and John Paul II in Rome. A Communications Notice will be sent out to all staff and placed on My Niagara Catholic and My Niagara Catholic Alumni.

E. OTHER BUSINESS

1. General Discussion to Plan for Future Action

1.1 Building the Next Phase in Ontario's Education Strategy

Director Crocco provided information on the Building the Next Phase in Ontario's Education Strategy, and stated that all Trustees are welcome to contribute to questions and submit them directly to The Ministry of Education online.

F. BUSINESS IN CAMERA

Moved by Trustee MacNeil

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 Committee of the Whole Meeting at 9:00 p.m. and reconvened at 9:15 p.m.

G. REPORT ON THE IN-CAMERA SESSION

Moved by Trustee Burtnik

THAT the Committee of the Whole report the motions from the In Camera Session of the Committee of the Whole Meeting of November 12, 2013.

CARRIED

SECTION A: STUDENT TRUSTEES INCLUDED

Moved by Trustee MacNeil

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting - In Camera Session (Section A: Student Trustees Included) held on October 8, 2013, as presented.

CARRIED (Item F1)

SECTION B: STUDENT TRUSTEES EXCLUDED

Moved by Trustee Burkholder

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting - In Camera Session (Section B: Student Trustees Excluded) held on October 8, 2013, as presented.

CARRIED (Item F4)

H. ADJOURNMENT

Moved by Trustee O'Leary

THAT the November 12, 2013 Committee of the Whole Meeting be adjourned.

CARRIED

This meeting was adjourned at 9:15 p.m.

Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **November 12, 2013.**

Approved on **December 3, 2013.**

Maurice Charbonneau
Vice-Chairperson of the Board

John Crocco
Director of Education/Secretary -Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 26, 2013**

PUBLIC SESSION

**TOPIC: ACCELERATION RETENTION POLICY (ELEMENTARY)
(400.5)**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Acceleration Retention Policy (Elementary) (400.5), as presented.

Prepared by: Mark Lefebvre ,Superintendent of Education
Presented by: Mark Lefebvre, Superintendent of Education
Recommended by: Committee of the Whole
Date: November 26, 2013

	<p>ACCELERATION/RETENTION POLICY (ELEMENTARY)</p> <p>STATEMENT OF POLICY</p>	<p>Section: 400 - Educational Programs</p> <p>No: 400.5</p> <p>Adopted: April 22, 2003</p> <p>Revised: NIL</p>
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In keeping with the Mission, Vision and Values of the Niagara Catholic District School Board, it is the policy to allow students at the elementary level to progress from grade to grade in accordance with their individual performance. Students will generally be placed in classes with their age appropriate peers. The placement of students must be based on all the factors influencing the student's progress including academic, social, emotional and physical growth considerations.

When a request is made to accelerate or retain a student, the decision is the responsibility of the school Principal, who will consult with the parent(s), guardian, advocate, classroom teacher, appropriate Special Education Department personnel and Family of Schools Superintendent. Consideration for either acceleration or retention should be initiated early within the current school year (September or October). Late requests (May or June) will not be considered for the following September. In such cases, the consultation could commence during the following school year and prior to February 1st for the following term.

The Director of Education will issue Administrative Guidelines for the implementation of this Policy.

References:

- [*Ministry of Education: Learning for All, A Guide to Effective Assessment and Instruction for All Students, Kindergarten to Grade 12, 2011-Draft Version*](#)
- [*Growing Success: Assessment Evaluation and Reporting in Ontario Schools, 2010*](#)
- [*Education Act, R.S.O. 1990, c. E.2*](#)



ACCELERATION/RETENTION POLICY (ELEMENTARY)

ADMINISTRATIVE GUIDELINES

Section: 400 - Educational Programs

No: 400.5

Adopted: April 22, 2003

Revised: NIL

ACCELERATION

The advancement of a child to one grade level beyond that which is normally associated with his/her current grade/age placement.

- It is the practice of this Board to place students in the grade appropriate to age.
- Since lateral enrichment activities are available to students who require them regardless of grade, students should not be grade accelerated more than once during the elementary school years.
- Grade acceleration is only one of many options to be considered when determining effective enrichment programming for students.

RETENTION

The withholding of promotion to or the placement of a student in a grade level other than an age appropriate setting.

- It is the general practice of this Board to place students in the grade appropriate to age.
- Retention is only to be considered an option if the student will benefit from an additional year at the grade level. Consideration may be given to the following: maturation level, ability, social/emotional factors, standardized assessments.
- Retention should not be utilized as a consequence for negative behaviour or truancy.
- Grade retention is not deemed to be a viable option for students who have been identified as Exceptional through the IPRC process.
- Alternative interventions: resource assistance and support, modifications and accommodations to program (IEP) and assessment results should be in place for each student.
- During the completion of Term 1 or Term 2 Report Cards, prior to selecting 'Promotion at Risk', it is understood that the principal and teacher have discussed this option in light of the guidelines for Retention.

PROCESS

For the purposes of both Acceleration and Retention, the following process is to be followed:

1. Identification of Students

Students may be recommended for either acceleration or retention from a number of services: classroom teacher, parents / guardian, principal, other related individuals who impact upon the child's academic / social life.

2. Timeline

Consideration for either acceleration or retention should be initiated early within the current school year (September or October). Late requests (May or June) will not be considered for the following September. In such cases, the consultation could commence during the following school year and prior to February 1st for the following term.

3. Confirmation

Once a student has been identified as a potential candidate for either acceleration or retention, and with support of the principal and parents, the appropriate Special Education Department Co-ordinator is to be contacted for consultation.

4. Assessment

A student brought forward through Steps 1, 2 and 3 is to be assessed by the appropriate tests / personnel as determined by the Principal and Special Education Department Co-ordinator. The results are to be shared with the classroom teacher, the parent / guardian, principal and student (where appropriate).

5. Decision

A recommendation by the principal to accelerate or retain a student is to be made in consultation with the parents / guardian, classroom teacher and appropriate Special Education Department personnel. The parents of the student will be provided with recommendations in writing. A copy of the decision will be placed in the student's OSR.

6. Approval

In cases where the parents are in agreement, the principal will contact the appropriate Family of Schools Superintendent. Final approval for the acceleration or retention of a student will be made with the support of the Family of Schools Superintendent.

7. Appeal

In cases where the parent(s) are not in agreement with the decision, the Principal shall contact the appropriate Family of Schools Superintendent and inform the parent(s) of the Board's [Complaint Resolution Policy\(800.3\)](#). A copy of the decision shall be placed in the student's OSR.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 26, 2013**

PUBLIC SESSION

TOPIC: EMPLOYEE LEAVES OF ABSENCE POLICY (201.1)

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Employee Leaves of Absence Policy (201.1), as presented.

Prepared by: Frank Iannantuono ,Superintendent of Education
Presented by: Frank Iannantuono, Superintendent of Education
Recommended by: Committee of the Whole
Date: November 26, 2013



EMPLOYEE LEAVES OF ABSENCE POLICY

STATEMENT OF POLICY

Section:	200 – Human Resources
No:	201.1
Adopted:	January 27, 1998
Revised:	Nil

In keeping with the Mission, Vision and Values of the Niagara Catholic District School Board, the Board recognizes that an employee may request a leave of absence to participate or attend to personal and/or educational obligations. The Director of Education may approve Leaves of Absence requests to an employee.

The Director of Education will issue Administrative Guidelines for the implementation of this Policy.

References:

- [*Employment Standards Act*](#)



EMPLOYEE LEAVES OF ABSENCE POLICY

ADMINISTRATIVE GUIDELINES

Section:	200 – Human Resources
No:	201.1
Adopted:	January 27, 1998
Revised:	Nil

Applications for Leaves of Absences shall be submitted to the immediate Supervisor for a recommendation and then to the appropriate Administrator Leaves of Absence may be granted and approved for the following purposes;

- To take further educational studies on a full-time basis for a maximum period of one year, renewable at the discretion of the Director of Education.
- To hold public office as a Member of Parliament, Member of the Provincial Parliament, Member of Municipal Government or Mayor.
- To participate in an exchange program with the Ontario Ministry of Education or Department of National Defence *or other Board approved initiatives.*
- To serve in an administrative position to which a member of a religious community is appointed by the order.
- For personal or professional reasons which are deemed to be compelling and which are not of a re-occurring nature.
- For absences not covered by a collective agreement.
- To take on duties requested by Employee Unions, Teacher Federations or Professional Organizations which officially represent employees of this Board.

1. Leaves of Absence with Pay

- Approved Leaves

Applications for Leaves of Absence of any duration with pay shall only be granted by the Superintendent of Human Resources following consultation with the Director of Education, if they are covered contractually or through Board Policies.

2. Leaves of Absence Without Pay

Applications for Leaves of Absences shall without pay shall be submitted to the immediate Supervisor for a recommendation and then to the appropriate Administrator with the following considerations;

- If the Leave is for a period of two weeks or less, approve, modify or deny such Leaves, according to the circumstances and after consultation with the appropriate Superintendent.
- if the Leave is for a period of more than two weeks, present recommendations, after consultation with the appropriate Superintendent, to the Director of Education and/or designate, who shall make the final decisions.
- Upon return from the leave of absence, an Employee will be assigned a position with the Board according to the terms and conditions of employment, prevailing contracts, Board Policies and Administrative Regulations. Subject to the surplus and redundancy provisions, if any, of the prevailing collective agreements, terms and conditions and other legally binding terms of employment, Employees will be assigned to a comparable assignment, not necessarily the same location.
- Sick leave credits will not accumulate during the period of leave.
- The period of leave will count for seniority experience but not for salary increment as per their respective Collective Agreements or Terms and Conditions.

- An application for a Leave of Absence for illness shall include a report (including recommendations) from a medical doctor. Where a Leave of Absence is approved for reasons of health, a medical certificate of good health including a statement that the employee is able to resume his/her duties and responsibilities shall be submitted at the time required for notifying the Director of Education or designate of intention to return to work.
 - An employee requesting a Leave of Absence for illness may be required by the Director of Education or designate to have a medical examination by a Board-appointed physician prior to the approval of the Leave of Absence and prior to the return to work.
 - The maximum period of a Leave of Absence granted to an employee to serve as a Member of Municipal Government or Mayor shall be for two full terms of office.
 - An employee holding municipal office may be granted permission to be absent from duties for a temporary period of time to attend to elected office duties for emergency reasons on the recommendation of the appropriate Superintendent and approved by the Director of Education or designate on the condition that there be no remuneration for the period of absence. The minimum reduction in pay shall be one-half day for any portion of the day that the employee is absent.
 - An employee who is granted a Leave of Absence without pay according to this Policy shall, when the Leave exceeds one month, be responsible for the payment of one hundred percent (100%) of the premiums for the employee benefits that they wish to maintain during the leave of absence.
3. An information report on approved Employee Leaves of Absence shall be submitted to an In Camera Meeting of the Board on a regular basis.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 26, 2013**

PUBLIC SESSION

TOPIC: OPENING OR CLOSING EXERCISES POLICY (302.6.1)

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Opening or Closing Exercises Policy (302.6.1), as presented.

Prepared by: Frank Iannantuono ,Superintendent of Education
Presented by: Frank Iannantuono, Superintendent of Education
Recommended by: Committee of the Whole
Date: November 26, 2013



OPENING OR CLOSING EXERCISES POLICY

STATEMENT OF POLICY

Section:	300 – Schools/Students
No:	302.6.1
Adopted:	June 26, 2001
Revised:	May 28, 2002

In keeping with the Mission, Vision and Values of the Niagara Catholic District School Board, daily opening exercises at all schools within the Niagara Catholic District School Board will include a prayer that reflects the Gospel values and our Catholic faith. A specific reading or reflection may also be included as part of the prayer or in addition to the prayer to enhance the message for the day.

To instill pride and respect for self and country, all schools in the Niagara Catholic District School Board must include the singing of “O Canada” as part of daily opening exercises. In accordance with the two official languages of Canada, Principals will ensure that the playing of the national anthem will include both English and French lyrics.

Principals may include the recitation of Pledge of Canadian citizenship as part of any opening or closing ceremony.

The Director of Education will issue Administrative Guidelines for the implementation of this Policy.

References

- [*Education Statutes and Regulations of Ontario*](#)
- [*Regulation 435/00, s.1*](#)
- [*Niagara Catholic - Safe Schools Policy \(302.6\)*](#)



OPENING OR CLOSING EXERCISES POLICY

ADMINISTRATIVE GUIDELINES

Section:	300 – Schools/Students
No:	302.6.1
Adopted:	June 26, 2001
Revised:	May 28, 2002

Opening Exercises

In accordance with the *Education Act*, all pupils are required to participate in the opening or closing exercises unless:

- In the case of a pupil who is less than 18 years old, if the parent or guardian applies to the Principal of the school for an exemption for the exercises.
- In the case of a pupil who is at least 18 years old, if the pupil applies to the principal for an exemption from the exercises.

Pledge of Citizenship

The Principal, after consultation with staff and Catholic School Council for advice, may decide to include the reciting of the Pledge of Canadian citizenship in opening exercises or at a specifically designated time of the year. This practice shall be reviewed annually.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 26, 2013**

PUBLIC SESSION

TOPIC: EMPLOYEE WORKPLACE HARASSMENT POLICY (201.7)

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Employee Workplace Harassment Policy (201.7), as presented.

Prepared by: Frank Iannantuono ,Superintendent of Education
Presented by: Frank Iannantuono Superintendent of Education
Recommended by: Committee of the Whole
Date: November 26, 2013



EMPLOYEE WORKPLACE HARASSMENT POLICY

STATEMENT OF POLICY

Section: 200 – Human Resources

No: 201.7

Adopted: March 26, 2002
Revised: February 28, 2012

In keeping with the Mission, Vision, and Values of the Niagara Catholic District School Board, the Niagara Catholic District School Board will endeavour to provide a work environment that promotes the treatment of every employee with dignity, respect and equity.

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

Where the occasion of a complaint of harassment arises, the Board may achieve resolution through a formal or informal process. During the process all information gathered is to be kept confidential. It is the intention of the policy and the resulting guidelines to attempt to protect both the complainant and the accused. Therefore, each party has equal rights at all steps throughout the process.

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

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

References:

- [*Municipal Freedom of Information and Protection of Privacy Act*](#)
- [*Occupational Health & Safety Act \(December 2009\)*](#)
- [*Ontario Human Rights Code 1990*](#)
- [*Teaching Profession Act*](#)
- [*Niagara Catholic - Workplace Violence Policy \(201.11\)*](#)



EMPLOYEE WORKPLACE HARASSMENT POLICY

ADMINISTRATIVE GUIDELINES

Section: 200 – Human Resources

No: 201.7

Adopted: March 26, 2002
Revised: February 28, 2012

DEFINITIONS

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

Workplace Harassment

Means engaging in a course of vexatious comment or conduct against a worker in a workplace that is known or ought to reasonably to be known to be unwelcome.

Ethnocultural Harassment

Is one or a series of unwanted, unsolicited remarks, behaviours or communications, in any form, directed toward an individual or members of an identifiable group because of a prohibited ground of discrimination, which has the effect of:

- ◆ Creating an intimidating, hostile, or offensive psychological or emotional climate for work or study, and/or
- ◆ Undermining work/academic performance, and/or
- ◆ Preventing or impairing full and equal enjoyment of employment/educational services, benefits, and/or opportunities.

Sexual Harassment is

- ◆ Unwanted sexual attention of a persistent or abusive nature made by a person who knows, or ought to know, that such attention is unwanted;
- ◆ Implied or expressed threat or reprisal in the form either of actual reprisal or the denial of opportunity for refusal to comply with a sexually oriented request; and
- ◆ Sexually oriented remarks, gestures and/or behaviour which may reasonably be perceived to cause humiliation or a negative psychological and/or emotional environment for work or study.

Sexual Harassment may include

- ◆ The display or distributing of offensive material such as pictures, cartoons, e-mails and graffiti in schools, or in other Board premises,
- ◆ Unwanted and unnecessary physical contact,
- ◆ Unwelcome remarks, jokes or other gestures of a sexual nature.
- ◆ Unwelcome sexual innuendo, sexual advances, inappropriate body contact, request for sexual favours and the display of exploitive material

Sexual Harassment is not

- ◆ Conduct which both parties find acceptable such as an occasional compliment,
- ◆ An occasional or appropriate comment which a reasonable person, in his/her circumstances, would not take to have an unwelcome sexual connotation.
- ◆ Relationships between consenting adults which are voluntary. However, when such a relationship ends, continued unwanted attention may constitute sexual harassment.

GENERAL

The normal and proper exercise of supervisory responsibilities including, but not limited to training, evaluating, counselling and disciplining when warranted, does not in itself constitute harassment.

COMPLAINT RESOLUTION PROCEDURES - INFORMAL RESOLUTION (VERBAL PROCESS)

- ◆ Complainants are encouraged to attempt to resolve concerns at the Informal Resolution Stage. However, if the complainant believes circumstances make this difficult to do, the complainant may follow the Formal Resolution procedures.
- ◆ The complainant may speak directly to the accused, in order to:
 - identify the specific conduct, action or attitudes which are alleged to be harassing
 - demand that the conduct, action or attitudes cease
- ◆ The complainant may choose to speak to his/her Immediate Supervisor, or another supervisor, in an attempt to resolve the complaint.
- ◆ This supervisor may arrange informal meetings to resolve the issue and the parties concerned may be accompanied by an advocate to attend the meetings if they so choose.
- ◆ No formal written records are necessary at this stage. It is strongly suggested, however, that the parties should keep personal documentation of the meeting(s).

COMPLAINT RESOLUTION PROCEDURES - FORMAL RESOLUTION

- ◆ This complaint procedure is not intended to affect the employee's rights and duties as outlined in relevant legislation and/or Collective Agreements or Terms of Employment.
- ◆ If the complainant is not satisfied that the informal resolution procedure has produced acceptable results, or if circumstances warrant further action, then the complainant may initiate the formal resolution procedure.
- ◆ The complainant has the right to bring forward a formal complaint and to obtain a review of her/his complaint in an atmosphere of respect and confidentiality without fear of embarrassment or reprisals.
- ◆ The formal complaint shall be in written form.
- ◆ The formal complaint should be brought to the attention of the Immediate Supervisor with copies to the appropriate Superintendent and the Senior Administrator of Human Resources.
- ◆ Resolution to the formal complaint process shall be initiated through the Immediate Supervisor or Senior Administrator of Human Resources.
- ◆ When the accused is the Immediate Supervisor the complaint shall be directed to the appropriate Superintendent, with a copy to the Senior Administrator of Human Resources.
- ◆ When the accused person is a Superintendent or Senior Administrator of Human Resources the complaint shall be directed to the Director of Education.
- ◆ When allegations are made against the Director the complaint shall be directed to the Chairperson of the Board.
- ◆ The complaint shall be forwarded to the Director if the accused is a Trustee.
- ◆ The formal written complaint shall include:
 - identification of the accused individual(s) involved
 - identification of the specific conduct, action, or attitudes which the complainant considers harassing
 - identification of any witnesses to the conduct, action or attitudes
 - a suggested resolution
- ◆ A copy of this complaint must be sent by the complainant to the accused within 3 working days of the registration of the complaint.
- ◆ If the complaint is directed at another member of the College of Teachers, teachers are required to comply with section 18 1(b) of the regulation made under the **Teaching Profession Act**.

INVESTIGATIVE PROCEDURE OF THE COMPLAINT BY THE SUPERVISOR

- ◆ Upon receipt of a formal complaint the Supervisor shall ascertain that a copy of the complaint has been provided to the accused and to the appropriate Superintendent and the Senior Administrator of Human Resources.
- ◆ The Supervisor shall arrange a meeting within ten (10) working days, under ordinary circumstances, of the written complaint being sent to the accused. Each party to this meeting may have an "advocate" present during the meeting. This advocate may be a principal, vice principal, supervisor, trusted staff member, friend, association or union representative.
- ◆ During this meeting the Supervisor shall review the complaint, allow each party to present their position relative to the complaint, and question the parties for clarification.

◆ **No Merit**

A written report is expected if the Supervisor concludes after an internal investigation that the complainant's allegations have no merit. This report shall be completed with a rationale for ending the investigation. The report shall be communicated to the parties within ten (10) working days of the meeting (refer to 4 b). A copy of this report shall be forwarded to the appropriate Superintendent and to the Senior Administrator of Human Resources.

◆ **With Merit**

An internal investigation is expected if the Supervisor concludes that the allegations have merit. After internal investigation:

- If it is clear that the respondent's behaviour did constitute harassment/ discrimination, the respondent will be required to provide a written plan that outlines what will be done to prevent any reoccurrence of the harassing behaviour(s).
 - The plan will also address future interactions with the complainant to ensure that there will be no overt or subtle intimidation or retaliation. The plan may include specific action regarding harassment/discrimination prevention education or counselling provided in the community.
 - The complainant's wishes regarding future interactions with the respondent may be considered in the development and the final approval of the plan.
 - The Superintendent of Human Resources will determine the appropriate disciplinary action to be taken.
- ◆ If either party is not accepting of the findings the matter may be referred to the Director. The Director may select to proceed with an investigation through his / her office or refer the matter to an independent third party. Selection of the third party shall be the exclusive decision of the Director.
- ◆ Should the Director choose to investigate the matter through his / her office the Director may request, in writing a meeting with either party for the purpose of reviewing the decision reached by the Supervisor? This request must be made within fourteen (14) fifteen (15) working days of the decision by the Supervisor. The Director will hold a meeting with both parties.
- ◆ After a meeting with the Director a written final decision will be presented to both parties. A copy of this final decision including any prescribed action and discipline will be filed with the Senior Administrator of Human Resources.
- ◆ The final decision of the Director may be appealed to the Committee of the Whole/ or the Board by either party not to exceed sixty (60) school days.
- ◆ If the complaint is against the Director of Education the Chairperson of the Board will refer the issue to the Board after conducting an informal investigation in order to assess merit.
- ◆ If the complaint is against a Trustee, the Director will refer the issue to Chair of the Board after conducting an informal investigation in order to assess merit.

RECORDS

- ◆ All records for cases determined to have merit, shall be sealed and placed in the accused person's electronic personnel file and are accessible only to authorized Board personnel, the accused and any representative of the accused with the appropriate written permission. If there are no further complaints that are deemed to have merit, within a three (3) year period this individual may request, in writing, that their record be removed and destroyed.
- ◆ At the written request of the accused, the Director and / or delegate may review the appropriate harassment file after a three (3) year period provided the individual has fully complied with the Board's Employee Workplace Harassment policy during that time period.
- ◆ The Director may, at his/her discretion, determine that the harassment file be retained or destroyed following the review.

OTHER CONSIDERATIONS

- ◆ All investigations, accusations and all matters dealing with the Employee Workplace Harassment complaint will be conducted with regard to due process and confidentiality.
- ◆ Any breach of confidentiality by those parties involved may result in disciplinary action.
- ◆ The process does not abrogate or deny the rights of any employee granted or contained in any other provincial acts or regulations, federal legislation or collective agreements.

- ◆ If the most recent incident giving rise to the complaint occurred prior to the current school year or prior to six months before initiation of the complaint, the complaint must have a reasonable explanation of why the complaint was not promptly made and the supervisor must be satisfied that the delay was incurred in good faith and no substantial prejudice will result to any individual affected by the delay.
- ◆ If the complaint is made by a student or a parent against an employee of the Board the appropriate supervisor will exercise the relevant guidelines or regulations as set out in the Police Protocol section of the Safe Schools Policy (302.6).
- ◆ All principals/supervisors shall make all employees aware of this policy.
- ◆ Failure to take measures to address harassment in the workplace has legal implications for the employer (Board) under the Ontario Human Rights Code.
- ◆ This policy will be implemented in accordance with the Municipal Freedom of Information and Protection of Privacy Act.
- ◆ Timelines to the investigation and the process listed in this policy may be extended with the approval and agreement of the parties.
- ◆ Copies of this policy will be submitted to the complainant and harasser upon receipt of the complaint.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 26, 2013**

PUBLIC SESSION

TOPIC: EMPLOYEE WORKPLACE VIOLENCE POLICY (201.11)

RECOMMENDATION

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

Prepared by: Frank Iannantuono ,Superintendent of Education
Presented by: Frank Iannantuono, Superintendent of Education
Recommended by: Committee of the Whole
Date: November 26, 2013

	EMPLOYEE WORKPLACE VIOLENCE POLICY STATEMENT OF POLICY	Section:	200 – Human Resources
		No:	201.11
		Adopted:	April 23, 2002
		Revised:	December 20, 2011

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

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

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

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

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

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

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

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

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

References:

- [*Ontario Human Rights Code 1990*](#)
- [*Municipal Freedom of Information and Protection of Privacy Act*](#)
- [*Occupational Health & Safety Act \(December 2009\)*](#)
- [*Bill 168: Occupational Health and Safety Amendment Act \(Violence and Harassment in the Workplace\) 2009*](#)
- [*Niagara Catholic - Employee Workplace Harassment Policy \(201.7\)*](#)
- [*Niagara Catholic - Workplace Violence Management Program*](#)



EMPLOYEE WORKPLACE VIOLENCE POLICY

ADMINISTRATIVE GUIDELINES

Section:	200 – Human Resources
No:	201.11
Adopted:	April 23, 2002
Revised:	December 20, 2011

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

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

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

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

Provision of Information

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

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

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

Domestic Violence

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

Complaint Procedure

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

1. The alleged assailant will be removed from the presence of the Employee immediately, if the Immediate Supervisor at the time of the incident deems it reasonable and practical.
2. The Employee(s) shall receive immediate and appropriate support and/or medical attention if warranted.
3. In the event of a physical assault, medical verification of the injury sustained in the assault must be established and recorded as soon as possible by the Immediate Supervisor.
4. At the earliest opportunity, the assaulted Employee(s) shall inform the Immediate Supervisor. The Immediate Supervisor must inform the Senior Administrator of Human Resources, who will then notify the appropriate Superintendent or Controller of Plant.

5. It shall be the responsibility of the Senior Administrator of Human Resources to inform the appropriate Union President, if applicable, of the incident. These guidelines do not preclude the assaulted employee(s) from contacting the police and/or their Association/union representatives.
6. The Immediate Supervisor will advise the alleged assailant, as soon as it is practical, that documentation of the specific details shall be recorded.
7. The Immediate Supervisor will endeavour to restore the environment to normalcy and will conduct an investigation into the assault. The completed [Incident Report, Employee Workplace Violence](#), resulting from the investigation will be forwarded to the Senior Administrator of Human Resources with a copy to the appropriate Superintendent or Controller of Plant. A copy of the [Workplace Safety and Insurance Board, Employee Incident/Accident Report](#) will also be required in the event of a physical assault.
8. Upon receiving the reports from the Employee and Immediate Supervisor, the Senior Administrator of Human Resources will consult with the appropriate Superintendent(s) and/or Controller of Plant prior to any action taken.
9. The Senior Administrator of Human Resources may seek legal advice for the Board regarding the incident.
10. The Senior Administrator of Human Resources shall inform the Employee of the support mechanisms available through the Board.
11. With the approval of the Superintendent of Human Resources, the Senior Administrator of Human Resources may, if deemed appropriate, grant an approved leave of absence without loss of pay or sick leave credit, to the Employee(s) who has been the subject of an assault.
12. The Niagara Catholic District School Board will not discriminate employees because they are perceived to be victims of workplace violence.
13. In all cases, with Police involvement, the Employee and Immediate Supervisor shall report the incident(s) on the appropriate form.
14. Copies of reports made by the Employee and Immediate Supervisor must be given to the Senior Administrator of Human Resources, appropriate Superintendent(s) and/or Controller of Plant if appropriate, where appropriate action will be taken. Upon written request to the Senior Administrator of Human Resources, a copy of the detailed report from the Immediate Supervisor will be provided to the Employee(s).
15. Where the two or more parties involved in the assault are assigned to the same department or work-site, future work assignments and location shall be reviewed with the Senior Administrator of Human Resources, the appropriate Superintendent(s) or Controller of Plant, and the Immediate Supervisor.
16. Infringement of this policy will give rise to disciplinary measures up to and including termination of employment.

Joint Occupational Health and Safety Committee Representatives

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

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

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

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

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

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 26, 2013**

PUBLIC SESSION

TOPIC: OCCUPATIONAL HEALTH & SAFETY POLICY (201.6)

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Occupational Health & Safety Policy (201.6), as presented.

Prepared by: Frank Iannantuono ,Superintendent of Education
Presented by: Frank Iannantuono, Superintendent of Education
Recommended by: Committee of the Whole
Date: November 26, 2013



OCCUPATIONAL HEALTH & SAFETY POLICY

STATEMENT OF POLICY

Section:	200 – Human Resources
No:	201.6
Adopted:	January 29, 2002
Revised:	December 20, 2011

In keeping with the Mission, Vision, and Values of the Niagara Catholic District School Board the Niagara Catholic District School Board believes that the prevention of employee occupational illness and injury, and the prevention of accidents to volunteers, students and visitors on Board premises, is of the utmost importance. The Board, therefore, shall endeavour to provide and maintain as safe a work environment as possible.

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

The Director of Education shall issue Administrative Guidelines in conjunction with this policy and reflective of applicable legislation.

Reference

- [Occupational Health and Safety Act and Regulations for Industrial Establishments, R.S.O. 2001, Chapter 0.1](#)

	<p>OCCUPATIONAL HEALTH & SAFETY POLICY</p> <p>ADMINISTRATIVE GUIDELINES</p>	<table><tr><td>Section:</td><td>200 – Human Resources</td></tr><tr><td>No:</td><td>201.6</td></tr><tr><td>Adopted:</td><td>January 29, 2002</td></tr><tr><td>Revised:</td><td>December 20, 2011</td></tr></table>	Section:	200 – Human Resources	No:	201.6	Adopted:	January 29, 2002	Revised:	December 20, 2011
Section:	200 – Human Resources									
No:	201.6									
Adopted:	January 29, 2002									
Revised:	December 20, 2011									

Every supervisor has a responsibility to the safety of employees who report to him/her and therefore must ensure that employees work in a safe manner and use or wear the equipment, protective devices or clothing that the Board, or legislation, requires to be used or worn. Additionally, the Board, through its supervisors and/or other designated personnel, has a responsibility to respond promptly to any concerns put forth by any party regarding matters of occupational health and safety that are within the Board's jurisdiction.

Every employee has a responsibility to work in a safe manner; to use or wear the equipment, protective devices or clothing that the Board, or legislation, requires to be used or worn; to report to his/her supervisor, the absence or defect in any equipment or protective device of which s/he is aware and which may endanger him/herself or another worker; to report to his/her supervisor any hazard or potential hazard, within the Board's jurisdiction, of which s/he is aware.

All parties employed within or contracted by the Board must act in compliance with the [Occupational Health and Safety Act and Regulations for Industrial Establishments, R.S.O. 2001, Chapter 0.1](#), as amended.

Refer to the Occupational Health and Safety Procedural Manual developed by the Joint Occupational Health & Safety Committee.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 26, 2013**

PUBLIC SESSION

**TOPIC: APPROVED MINUTES OF THE NIAGARA CATHOLIC
PARENT INVOLVEMENT COMMITTEE MEETING - MAY 9,
2013**

RECOMMENDATION

THAT the Niagara Catholic District School Board receive the Approved Minutes of the Niagara Catholic Parent Involvement Committee Meeting of May 9, 2013, as presented for information.



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

MINUTES OF THE NIAGARA CATHOLIC PARENT INVOLVEMENT COMMITTEE MEETING THURSDAY, MAY 9, 2013

Minutes of the Meeting of the Niagara Catholic Parent Involvement Committee, held on Thursday, May 9, 2013, 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 Mary-Jo Au.

A. ROUTINE MATTERS

1. Opening Prayer

The opening prayer was led by Terri Pauco

2. Roll Call: John Crocco, Director of Education was in attendance
Guest-Joseph Zaroda, Principal, Blessed Trinity Catholic Secondary School

Members	Affiliations	Present	Excused	Absent
Shawn O'Brien	Niagara Falls/Niagara-on-the-Lake	√		
Mary Byers	Niagara Falls/Niagara-on-the-Lake	√		
Antoinette Bortolon	Niagara Falls/Niagara-on-the-Lake	√		
Josephine Lettieri	Niagara Falls/Niagara-on-the-Lake		√	
Mary-Jo Au, Chair	St. Catharines	√		
Shonna Daly	St. Catharines	√		
Marion Battersby	St. Catharines	√		
Eva Brown	St. Catharines		√	
Sharon Goossen	Welland	√		
Diane O'Donnell	Welland	√		
Heather Pyke	Fort Erie/Port Colborne/Wainfleet	√		
Annie Zdyb-Rinne	Grimsby/West Lincoln/Pelham	√		
Michelle Zappitelli	Thorold/Merritton			√
Linda Marie O'Hagan	Community Representative		√	
Anna Racine	Special Needs Representative	√		
Fr. Peter Rowe	Bishop/Diocesan Representative		√	
Terri Pauco	Teacher Representative	√		
Josie Rocca	Support Staff Representative	√		
Theo Dagenais	Elementary Principal Representative	√		

Jeff Smith	Secondary Principal Representative		√	
Hambo Mayo	Student Senate Representative	√		
Lee Ann Forsyth-Sells	Director's Designate-Superintendent of Education	√		
Trustees				
Kathy Burtnik		√		
Maurice Charbonneau			√	
Yvonne Anderson	Recording Secretary	√		

3. Approval of the Agenda

Moved by: Shonna Daly

Seconded by: Marion Battersby

THAT the Niagara Catholic Parent Involvement Committee approve the Agenda of the Niagara Catholic Parent Involvement Committee Meeting of May 9, 2013.

CARRIED

4. Disclosure of Conflict of Interest

No Disclosure of Conflict of Interest was declared with any items on the agenda.

5. Approval of Minutes of the Niagara Catholic Parent Involvement Committee Meeting of March 21, 2013

Moved by: Anna Racine

Seconded by: Heather Pyke

THAT Niagara Catholic Parent Involvement Committee approve the Minutes of the Niagara Catholic Parent Involvement Committee Meeting of March 21, 2013 as presented.

CARRIED

B. PRESENTATIONS-Good News

Presentation: Joseph Zaroda made a brief presentation on the implementation of a Niagara Catholic District School Board "High Performance" Academic Support Program. This program will identify high performing students; support their training, competition and academic pathway with the excellence of Catholic education.

Good News

Anna Racine

- Saint Michael Catholic High School had the Blessing of the Fr. Tony McNamara Athletic Centre.
- Staff and students are looking forward to the Food Festival, Arts and Film Festivals.
- The Saint Michael Family will be providing a Graduation Luncheon following the graduation mass for all graduating students.

Mary Byers

- Our Lady of Mount Carmel hosted a PRO Grant Chef Program event.
- Parents and students created a prayer book.
- Our Lady of Mount Carmel will undergo renovations.

Antoinette Bortolon

- Saint Paul High School will be hosting a family evening with guest speaker Pam Stenzel addressing the topic of "Chastity" on April 16, 2013.
- Bishop Bergie celebrated Mass on May 8, 2013.

- Relay for Life and Stair Climb will take place on May 24, 2013.
- The June 12, 2013 Graduation luncheon is sponsored by the St. Paul family.

Sharon Goossen

- The Notre Dame College Drumline and Jazz Band will be traveling to Florida.

Diane O'Donnell

- Notre Dame "Wizard of Oz" had sold out performances.
- St. Ann celebrated Grade 8 Confirmation with a parent/guardian and student BBQ.

Marion Battersby

- St. James and St. Michael Catholic Elementary School are celebrating their 50th Anniversaries.
- Holy Cross Catholic Secondary School is looking forward to the March for Life bus trip.

Shonna Daly

- St. Anthony hosted a Teacher vs. Student Baseball game as a student appreciation initiative.
- Fr. Tony Ricard spoke to all Grade 7 students.
- St. Anthony students enjoyed performing at the Pen Centre during Catholic Education Week.
- Denis Morris had a sold out performance for "Joseph and the Technicolor Dream Coat".

Heather Pyke

- Lakeshore Catholic participated in the "Chair Affair" fundraiser by transforming donated chairs into Art and they will be auctioned off at the Gala on May 30th.

Mary-Jo Au

- Grade 8 students from St. Ann travel to Ottawa.
- Saint Francis will host a graduation luncheon at Antipastos.

Annie Zdyb-Rinnie

- Blessed Trinity Catholic Secondary School was the beneficiary of the inaugural Spirit of Hope Award. The award, honouring and celebrating an individual, group, or organization in the Hamilton Niagara Haldimand Brant community that has made a significant contribution in the area of mental health awareness was presented on Tuesday, May 7, 2013 in support of the Mental Health and Addiction Program at St. Joseph's Healthcare Hamilton.

C. BUSINESS ARISING FROM THE MINUTES OF THE MEETING OF JANUARY 10, 2013.

D. SUPERINTENDENT'S REPORT

1. Niagara Catholic Strategic Directions and System Priorities 2013-2014

John Crocco reviewed the Niagara Catholic Strategic Directions and System Priorities 2013-2014. John Crocco requested that all NCPIC members review the material and forward any feedback by May 10, 2013 to his attention. The Niagara Catholic Strategic Directions and System Priorities 2013-2014 will be presented at the Committee of the Whole Meeting on Tuesday, May 14, 2013.

2. NCPIC Elections 2013-2014

Lee Ann Forsyth-Sells presented the 2013-2014 NCPIC Election Package and stated that the nomination forms will be available on the Board website and in all elementary and secondary schools by September 2013. All parent/guardian positions are available for the 2013-2014 NCPIC membership.

3. Parents as Partners Invitation

Lee Ann Forsyth-Sells presented a PRO Grant initiative called "Parents as Partners in Student Success" as an example for upcoming NCPIC PRO Grant initiatives.

4. Financial Report

An updated financial statement was presented.

D. COMMUNITY REPRESENTATIVE REPORTS-Linda Marie O'Hagan

- Nil Report-Regrets sent.

G. SPECIAL NEEDS REPRESENTATIVE-Anna Racine

- SEAC approved their Mission statement supporting an inclusive Catholic Learning Community. It will be presented to the Board for approval.
- April 2, 2013 was World Autism Awareness Day and was supported by various activities throughout the Board.
- Holy Name Catholic Elementary School has partnered with Niagara College to have a fall placement for students in the EA program.
- Three students from the special education classes at Lakeshore Catholic and Saint Paul have been placed in a co-op with Sobeys.
- Holy Cross hosted a Beach Volleyball for all students with special needs in the Board.
- Four students from Notre Dame College attended the Reaction for Inclusive Conference.
- Students participated in "Hurray for Hollywood" production at Notre Dame College.
- Blessed Trinity partnered with the Watering Can providing students with special needs the opportunity to create beautiful arrangements.
- All schools have been busy with transition IPRC meetings.
- The SEAC representative for the NCPIC will be chosen at the June SEAC meeting.

H. OAPCE-Heather Pyke

- Heather Pyke shared that she had attended her first meeting as the Niagara Catholic OAPCE Director in April. All Boards are doing exceptional activities to promote and recruit new parents.
- The OAPCE Conference will take place May 24-25, 2013.

I. BISHOP/DIOCESAN REPRESENTATIVE-Fr. Peter Rowe

- NIL Report-regrets sent

J. STUDENT SENATE-Hambo Mayo

- Leadership Symposium-elected elementary and secondary senate.
- Ottawa Leadership Ontario Catholic Symposium was an opportunity for all Catholic students to bond as a community. It was a great learning and spiritual experience.
- The 2013 Graduation Celebration will be held on May 16, 2013 at the Scotia Bank and Marina Nemat will be the guest speaker.
- Grade 12 students are applying for Scholarships for post-secondary education.

K. SUBCOMMITTEES:

1. Faith Formation-Josie Rocca
 - Nil Report
2. Annual Conference-Linda Marie O'Hagan
 - Nil Report-regrets sent

3. Policy/Goals-Shonna Daly

PRO Grant Information Session for Catholic School Councils held on April 11, 2013 was successful and a great opportunity to share PRO Grant suggestions and implementation with other Catholic School Councils.

4. PRO Grant-Heather Pyke

Heather Pyke shared that the PRO Grant "Parent Welcome Kit" is progressing well. The video is currently being edited, the directory is complete, and quotes for the purchase of USB sticks and lanyards are being received. Heather also shared that the PRO Grant Subcommittee would be submitting a PRO Grant application for 2013-2014 to expand on the "Parent Welcome Kit".

L. STAFF REPORT

Elementary/Secondary

- As we continue with the Easter Season we focus on Mary by praying the rosary.
- First Communion and Confirmation celebrations are coming to a close.
- The United Way held its fundraiser on April 24, 2013.
- A successful Heritage Fair was held on April 24, 2013 at the Pond Inlet of Brock University.
- All Grade 7 students in Niagara Catholic participated in a Faith Festival at St. Alfred Community Centre with Fr. Tony Ricard.
- Pam Stenzel was the keynote speaker in several of our high schools speaking on the importance of abstinence and chastity.
- Scrabble and Chess tournaments are underway.
- Schools are partaking in Track and Field events.
- Continuous Faith Formation for staff.
- Mother Teresa hosted a mini "We Day" youth taking action.
- We are currently celebrating Catholic Education Week with the theme of "Growing Together in Faith".
- Niagara Catholic is presenting various displays in the local malls and libraries.
- Catch the Spirit Award Ceremony will take place on May 6, 2013.
- Two buses of secondary students and staff are travelling to the March for Life Rally in Ottawa.
- Distinguished Alumni Awards will take place on May 10, 2013.
- Sports team tournaments were organized for European Handball and Badminton.
- Elementary students are preparing for EQAO.
- All Grade 10 students completed the OSSLT.
- Year-end trips are underway.
- Niagara Catholic will be participating in the Rankin Cancer Run on May 25, 2013.
- Niagara Catholic is blessed to have such talented students performing various theatre productions across the Board.

M. TRUSTEE REPORTS

1. Kathy Burtnik

Trustee Burtnik reported that:

There were ten Distinguished Alumni Award recipients being acknowledged for their contributions to Catholic education. Larry Reich, Superintendent of Business and Financial Services has retired and Giancarlo Vetrone is his successor. Niagara Catholic has a balanced budget for the 2012-2013 school year without going into the reserves. Kathy Burtnik thanked all NCPIC members for their time and dedication to Catholic Education and presented them with a Certificate of Appreciation for their participation on the Committee.

2. Moe Charbonneau
Nil Report –Regrets sent

N. NEW BUSINESS:

O. QUESTION PERIOD:

P. NEXT MEETING: Thursday, September 12, 2013

Q. ADJOURNMENT

Moved by Sharon Goossen

Seconded by Mary Byers

THAT the May 9, 2013 meeting of the Niagara Catholic Parent Involvement Committee be adjourned.

CARRIED

This meeting was adjourned at 9:05 p.m.

R. CLOSING PRAYER: Hail Mary

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 26, 2013**

PUBLIC SESSION

**TOPIC: APPROVED MINUTES OF THE SPECIAL EDUCATION
ADVISORY COMMITTEE (SEAC) MEETING OF OCTOBER 2,
2013**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Minutes of the Special Education Advisory Committee (SEAC) Meeting of October 2, 2013 , as presented for information.



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

MINUTES OF THE SPECIAL EDUCATION ADVISORY COMMITTEE MEETING WEDNESDAY, OCTOBER 2, 2013

Minutes of the Meeting of the Special Education Advisory Committee, held on Wednesday, October 2, 2013, 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-Chair Lavorato.

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayers were led by Vice-Chair Lavorato.

2. Roll Call

Members	Affiliations	Present	Excused	Absent
Anna Racine	The Tourette Syndrome Association of Ontario		✓	
Rob Lavorato	Down Syndrome Caring Parents (Niagara)	✓		
Connie Parry	Association for Bright Children		✓	
Kerry Thomas	Community Living-Welland/Pelham	✓		
Sarina Labonte	Community Living-Grimsby, Lincoln & West Lincoln	✓		
Kim Rosati	VOICE for Hearing Impaired Children		✓	
Colleen Sword	Autism Ontario – Niagara Region Chapter	✓		
Jay Gemmell	John Howard Society of Niagara	✓		
Diane Dakiv	Ontario Brain Injury Association	✓		
Sarah Farrell	Learning Disabilities Association – Niagara	✓		
Bill Helmeczi	Pathstone Mental Health	✓		
Trustees				
Father Paul MacNeil		✓		
Rhianon Burkholder		✓		
Student Senate Representative				
Leah Zahorchak			✓	

The following staff were in attendance:

Yolanda Baldasaro, Superintendent of Education; **Danny DiLorenzo**, Principal, Secondary;
Terry Antoniou, Principal, Elementary; **Colleen Atkinson**, Coordinator Special Education;
Tina DiFrancesco, Recording Secretary

3. Approval of the Agenda

Moved by Trustee Burkholder

Seconded by Sarina Labonte

THAT the Special Education Advisory Committee approve the Agenda of the Special Education Advisory Committee Meeting of October 2, 2013.

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 September 4, 2013

Moved by Trustee Burkholder

Seconded by Kerry Thomas

THAT the Special Education Advisory Committee approve the Minutes of the Special Education Advisory Committee Meeting of September 4, 2013 as presented.

CARRIED

Introductions

Vice-Chair Lavorato introduced Jay Gemmell of the John Howard Society and Colleen Sword of Autism Ontario – Niagara Region Chapter, who are the new primary representatives on the SEAC.

B. PRESENTATIONS

C. VISIONING

1. Goals and Vision for 2013/2014

1.1 Committee of the Whole Presentation

Vice-Chair Lavorato reviewed the draft report that will be presented to the Committee of the Whole. Members provided feedback and suggestions regarding the content and order of the presentation. A discussion was held regarding bringing attention to the direct impact that SEAC has had within our Board to support our students. Superintendent Baldasaro outlined the process of reporting to the Committee of the Whole. A suggestion was made to do a dry run prior to the Committee of the Whole meeting to ensure a quality presentation. Timelines were discussed regarding a possible presentation at the November 12th Committee of the Whole meeting. More information to follow at the next meeting.

D. BUSINESS ARISING FROM THE MINUTES OF THE MEETING OF SEPTEMBER 4, 2013

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 Niagara Catholic District School Board Protocol for Students Not Writing Exams

Superintendent Baldasaro informed the members that Amy Dowd, Special Education Coordinator and Andrew Boone, Secondary Vice-Principal are joining the working group. Amy Dowd will connect with members of the working group to coordinate a meeting.

7. **Policy Review**

7.1 Review Policies Distributed in June 2013

The Acceleration Retention Policy, Employee Leaves of Absence Policy and Opening and Closing Policy were presented. The deadline to respond is October 11th, 2013. Feedback on the Acceleration Retention Policy was discussed and a decision was made to have the Chair/Vice-Chair submit the recommendation to Jennifer Brailey on behalf of the SEAC.

The Employee Conferences, Workshops and Meetings Policy and the Employee Meals and Hospitality Policy were presented. The deadline to respond is November 11, 2013. Vice-Chair Lavorato suggested that feedback be brought back to the November meeting.

E. AGENCY REPORTS

1. **VOICE for Hearing Impaired Children – Kim Rosati**
 - Nil Report

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

- The Annual *Buddy Walk* was held on Saturday, September 21st.
- Down Syndrome Awareness week is the first week of November.

3. Community Living – Welland/Pelham – Kerry Thomas

- October 28th and 29th - *Re:Action4Inclusion* Summit is being held at Bayview Wildwood Resort, Severn Bridge, Ontario
- *Together We're Better* contest is being held for students aged 4 – 14. Students are invited to send in a video, story or poem that shows how students of all abilities are included. There are amazing prizes awarded to the winning entries.
- January 23rd and 24th - Passport Mentoring Conference

4. Association for Bright Children – Connie Parry

- Nil Report

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

- Recent announcements of Passport funding for those individuals who are 18 years or older are being made by MCSS.
- For the second year in a row, flex and specialized funds for families in Niagara requiring respite are available for those persons 18 years of age or older on a fiscal basis and through an application to the DSO (Developmental Services Ontario).
- Community Living – Grimsby, Lincoln and West Lincoln will be moving its administrative offices effective October 18, 2013 to 191 South Service Road in Grimsby.

6. Autism Ontario – Colleen Sword

- **Inspirational Luncheon**
 - October 1st Inspirational Luncheon @ Johnny Rocco's
 - OVER 200 GUESTS, PARENTS & PROFESSIONALS
 - Kick off to Autism Awareness month, as well as our new partnership with the Niagara Regional Police Services in the form of the **Autism Registry**.
- **Autism Registry**
 - Parents can voluntarily register their child or adult family member with autism on the registry.
 - Includes physical descriptions of the individual, likes, dislikes, hobbies, favourite activities and places.
 - Contact information, as well as the option to upload a photo of the individual.

Monthly events scheduled for October include:

- **Canal Bank Shuffle** - A 3 day blues festival at multiple venues throughout Thorold from October 17th -19th ...a portion of the proceeds will be donated to Autism Ontario - Niagara Region Chapter
- **Ice Dogs – Meet & Greet & Eat Event** – will be held at Sharps and Squares (206 Richmond Street, Thorold, on Tuesday October 8th, 2013. Tickets are only available at

Sharps & Squares & are \$40 per person. Each ticket provides a 3 course meal designed by the Ice Dogs and a ticket to the Ice Dogs game on October 17th. Doors open at 5:30p.m. & dinner starts at 6:00pm. All proceeds will go towards Autism Ontario-Niagara Region Chapter programs and services.

- **Dennis Debbaudt Workshop Training for Law Enforcement, First Response & Criminal Justice Professionals** to take place on Monday October 21st, 2013 from 9:00a.m.-2:00p.m. at St. Catharines Golf & Country Club (70 Westchester Ave, St. Catharines). Cost is \$75 for professionals; tickets are available at the door. Lunch is provided. Training is designed to give EMS workers practical understanding of effective approaches when interacting with individuals affected by autism.
- **Dennis Debbaudt Parent Workshop** on Monday October 21st, 2013 in the evening, at Monsignor Clancy Elementary School in Thorold.

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

- Nil Report

8. **John Howard Society of Niagara – Jay Gemmell**

- The John Howard Society of Niagara has received \$335000 funding from the Youth Employment Fund. The following is the Ontario Gov. News Release:
Helping Young People Find Good Jobs

Ontario Government to Launch Youth Employment Fund This Fall

July 29, 2013 10:15 a.m.

Office of the Premier

Ontario's New Youth Employment Fund will help more young people find jobs.

Starting this September, the fund will help employers offer four-to six-month job and training placements for young people seeking work.

Premier Kathleen Wynne unveiled new details about the Youth Employment Fund at Operation Springboard in Scarborough today. Ontario will provide up to \$7,800 to cover a range of supports and services for each eligible young worker under the fund. That includes up to \$6,800 to help employers cover wages and training costs, and up to \$1,000 to help young workers pay for job-related costs like tools and transportation to work.

The Ontario government announced the fund in the 2013 Budget as part of the new [Youth Jobs Strategy](#). The strategy will help more young people find jobs or start their own businesses, and ensure that employers can find the skilled workers they need to grow their businesses.

Helping young people find jobs is part of the Ontario government's plan to strengthen the economy and build a fair and prosperous society.

Quick Facts

- Ontario is investing \$195 million over two years in the Youth Employment Fund.
- Businesses and eligible youth aged 15 to 29 will be able to access the fund through [Employment Ontario](#) or through their [local employment service providers](#).
- Last year, 35 per cent of Employment Ontario clients were youth. Sixty-seven per cent of those clients found employment and 14 per cent went on to further training or education.

We anticipate that this will increase our ability to support the Niagara Catholic District School Board's Supervised Alternative Learning (SAL) committee.

- **Youth in Transition Worker Proposal:**
The Ontario government announced investments in new resources and supports to help young people currently in and leaving the care of children's aid societies (CASs) transition to adulthood. Funding for the hiring and support (e.g. supervision, training) of up to 50 Youth-in-Transition Workers (YITWs) in community agencies across Ontario, was offered through a Request for Funding (RFF).
- The John Howard Society of Niagara currently has a proposal in front of the selection committee. The Board of Directors at the John Howard Society of Niagara is continuing its selection process, in search of a new Executive Director to replace Jim Wells.

9. Ontario Brain Injury Association – Diane Dakiv

- Children and Youth Training program is coming up on October 25 & 26 (the registration form is attached).
- Provincial conference is happening on November 13th-15th. The theme is inspiring hope, enhancing lives.
- Katie Muirhead participated in the Ministry of Education Ontario Education Strategy consultation in Toronto on September 19th. If you want more information specific to the consultation you can contact Katie Muirhead, or she can speak to it at the next meeting. All stakeholders are encouraged to prepare written submissions and have them sent in.
- New mTBI/concussion guidelines are out and can be found on the ONF website. The guidelines are adult guidelines and the provincial mTBI strategy committee is planning on having the pediatric guidelines out by 2014.

More information about the Ontario Education Strategy and how to file an online submission can be found here: <http://www.edu.gov.on.ca/eng/about/excellent.html>

More information about the mTBI/Concussion guidelines can be found here: <http://onf.org/>

OBIA's provincial ABI conference information:

<http://ontarioabiconference.ca/>

10. Learning Disabilities Association (Niagara) – Sarah Farrell

- Our Fall literacy and social skills programs (Reading Rocks, Reading Rocks Jr., Let's READ, BEST) have officially kicked off this week and they have all been off to a great start. We have expanded many of our locations and days and able to serve more children this Fall. We are looking forward to an exciting 8 weeks ahead!

- Our Open/House & AGM will be took place on Thursday, September 19th from 6:30p.m. – 8:00pm, which was a successful night – we had approximately 40 people attend the evening.
- October is **Learning Disabilities Awareness Month**. Our goal is to increase awareness about Learning Disabilities in our community. This year, the LDANR is challenging secondary schools to participate in a presentation and quiz about LDs and the LDANR. The students with the highest score in each class will be entered into a draw for a Chapters gift card. The winner will also be featured in our next newsletter and our social media platforms. Students are also encouraged to participate in the Youth Philanthropy Initiative (YPI), a campaign that encourages young adults to become more to become active participants in the betterment of their community. We are looking for local high schools to help support us in this initiative, and hope that students will take interest in our organization. More information about the campaign can be found at www.goypi.org.

11. Pathstone Mental Health – Bill Helmeczi

- Working on the completion of strategic plan.

F. STAFF REPORTS

1. Terry Antoniou - Principal, Elementary

Mrs. T. Antoniou – Principal - Holy Name Catholic Elementary

- Holy Name Catholic is busy preparing individual education plans with parents and transitioning our students to Notre Dame College High School. We are also preparing to celebrate Autism Awareness during the month of October.

Mrs. C. Bianco – Principal - St. Andrew Catholic Elementary

- One of our students in a wheelchair will be attending the Tim Horton's camp in November!!

Mr. D. Stunt – Principal - St. Mark Catholic Elementary

- Through fundraising last year we were able to purchase 10 iPads for some of our more unique learners. Students have responded very well to many of the educational programs. I've attached the Application Wheel that lists a variety of Applications by learning function- ex. communication, behavior, life skills etc.
- St. Mark held an all-day school based team, where teachers bring their class list to the team to look at strengths and weaknesses as a class profile. This helps to reinforce levels of support to continually meet student needs.
- St. Mark is working very well with all of our partners, in particular the Autism Spectrum Disorder Consultants.
- Inclusive activities are going on- many students have taken on the role of student leader for activities such as movement breaks.

Mrs. C. Tofano - Principal - Assumption Catholic Elementary

- Assumption welcomes one student from Niagara's Children Centre to our new Early Learning Kindergarten program classroom. He is a true inspiration to all our students and staff.

2. Danny DiLorenzo –Principal, Secondary

- Individual Education Plans (IEP)s are in progress.
- Schools are finding co-op placements for students with special education needs.
- Peer tutoring courses are fulfilling a need for students with special education needs.
- Denis Morris is hosting the Annual Halloween Dance on Friday, October 25th, 2013.

3. Yolanda Baldasaro – Superintendent of Education

- Ted Farrell, Principal of Denis Morris High School has been appointed Superintendent of Education replacing Mario Ciccarelli.

4. Colleen Atkinson – Coordinator Special Education

- Planning is underway for the Professional Activity Day being held on Friday, October 11th for all employee groups. Various workshops and activities are being held including Behaviour Management Systems (BMS) training, Safe Management Group (SMG) training, Reading Strategies, Math Strategies, Mental Health and SafeTALK Training.

G. TRUSTEE REPORTS

1. Father Paul MacNeil – Trustee

- Nil Report

2. Rhianon Burkholder – Trustee

- The first Committee of the Whole meeting was held on September 10th, 2013, and first Policy Committee meeting was held on September 24th, 2013 for the school calendar year 2013/2014.
- A Board meeting was held on September 24th; however this was not the first meeting of the school year. Board meetings were also held on August 27th and September 10th, 2013. At the September 24th meeting the Board unanimously stated that a letter be sent to Jim Wells and Mike Gowan for their years of committed voluntarism to Niagara Catholic. Also, Niagara Catholic District School Board will send a letter to Kim Craitor, MPP for his dedication and commitment to Niagara Catholic.
- Director Crocco reviewed the System Priorities 2012-2013 and explained any that had not been completed to date.
- Policy committee: The committee vetted 3 policies to the community.
- Niagara Catholic has formed an Ad Hoc Attendance Area Review Committee for St. Catharines. All information is currently on our Board website.

H. STUDENT REPORT

1. Leah Zahorchak – Student Representative

- Nil Report

I. NCPIC REPORT

- Nil Report

J. 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 Future of Education in Ontario Symposium

Superintendent Baldasaro informed the members that Chair Racine attended a Ministry conference regarding the *Future of Education in Ontario*. At the November meeting, a round table discussion will be held regarding the questions that require responses. Online submissions need to be completed by November 15th.

7. Policy Review

K. CORRESPONDENCE

1. Review letters received from other SEACs - Deferred to a future meeting.
2. Vice-Chair Lavorato handed out a letter from the Ministry of Education in regards to the new SEAC website which is available at www.edu.gov.on.ca/eng/general/elemsec/speced/seac/. Superintendent Baldasaro recommended choosing a future SEAC meeting to explore the new website.

L. QUESTION PERIOD

1. Colleen Sword inquired about Safe Management Training. Colleen Atkinson, Special Education Coordinator explained the training and intervention process.

M. NOTICES OF MOTION

N. AGENDA ITEMS – DISCUSSION FOR FUTURE MEETINGS

1. Mental Health Lead – Andrea Bozza
2. Director Crocco – November Presentation
3. Future of Education in Ontario – November
4. Review of the new SEAC website

O. INFORMATION ITEMS

P. NEXT MEETING:

Wednesday, November 6, 2013 at 7:00p.m. at the Catholic Education Centre

Q. ADJOURNMENT

Moved by Sarina Labonte

Seconded by Bill Helmeczi

THAT the October 2, 2013 meeting of the Special Education Advisory Committee be adjourned.

CARRIED

This meeting was adjourned at 8:55p.m.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 26, 2013**

PUBLIC SESSION

**TOPIC: VOICE REPRESENTATION FOR HEARING IMPAIRED
CHILDREN**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the change in representation for VOICE for Hearing Impaired Children to the Special Education Advisory Committee, Alternate Representative: Carol Baldinelli.

Prepared by: Special Education Advisory Committee
Presented by: Yolanda Baldasaro, Superintendent of Education
Approved by: John Crocco, Director of Education/Secretary-Treasurer



October 7, 2013

Ms. Yolanda Baldasro
Superintendent of Education
Niagara Catholic District School Board
427 Rice Road
Welland, Ontario
L3C 7C1

Dear Ms. Baldasro,

VOICE for Hearing Impaired Children is a provincial parent organization that is eligible for SEAC membership, as defined in Section 206 (1) of the Education Act. We represent the interests of deaf and hard of hearing children.

We would like to nominate Ms. Carol Baldinelli as the VOICE Special Education Advisory Committee alternate representative for the Niagara Catholic District School Board. In accordance with Ontario Regulation 464/97 Ms. Carol Baldinelli is eligible to vote for members of the Board, is a resident in the jurisdiction of the Board and is not an employee of the Board.

Her contact information is as follows:

Carol Baldinelli
8144 Mount Carme Blvd
Niagara, ON L2H 2Y8
e: abaldinelli@cogeco.ca
tel: 905-358-3035

Yours truly,

A handwritten signature in blue ink that reads 'Eileen Boxall'.

Eileen Boxall
Program/Office Manager

c.c. Carol Baldinelli

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 26, 2013**

PUBLIC SESSION

TOPIC: RANDOM ACT OF KINDNESS DAY – OATMEAL DAY

The report on Random Act of Kindness Oatmeal Day is presented for information.

Prepared by:	Kathy Levinski, Manager of Facilities Services
Presented by:	Kathy Levinski, Manager of Facilities Services Deborah Ogilvie, Community Outreach Coordinator
Approved by:	John Crocco, Director of Education/Secretary-Treasurer
Date:	November 26, 2013



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO THE BOARD NOVEMBER 26, 2013

RANDOM ACT OF KINDNESS OATMEAL DAY 2013

BACKGROUND INFORMATION

On Friday November 1st, 2013, the Niagara Catholic District School Board participated in the Region of Niagara's Random Act of Kindness Day with a Board wide Oatmeal Day in support of Mary's Meals International. This initiative was held in honour of our deceased Niagara Catholic colleague Bridgid Davidson, who was the co-founder of Mary's Meals Canada.

The focus of this year's Random Act of Kindness Day for Niagara Catholic initiative was to bring awareness to Mary's Meals by serving a mid-morning snack of oatmeal to all students and staff to show solidarity with the students of Malawi. With the leadership and assistance of Tina Dierickse, teacher at Mary Ward Catholic Elementary School, special prayers, grade level learning materials, posters and plans for this social justice initiative were provided to all Principals and staff.

Our initiative was generously supported by the following partners who provided supplies for Oatmeal Day; Chartwells, Notre Dame Family, Greg Shannon of Niagara Falls Food Basics, Rozie's Restaurant as well as students, parents and staff who volunteered their time and made monetary donations.

Niagara Catholic's Random Act of Kindness Day initiative was recognized and celebrated with Jill Mowser, President, Mary's Meals Canada and Daniel Adams, Head of Fundraising, Mary's Meals UK who participated in assemblies and celebrations at Sacred Heart Catholic Elementary School, Saint Paul Catholic High School, St. Thomas More Catholic Elementary School and the Catholic Education Centre.

While the education component to make students aware of the nutritional and educational needs of youth in Malawi was the focus of Niagara Catholic's Random Act of Kindness Day, the financial goal of Oatmeal Day was to raise sufficient funds to support meals for students for an entire school in Malawi for one year. The cost to feed one student for an entire year is \$11.00 CDN or \$8,800 CDN for a school of 800 students.

We are pleased to confirm that over \$33,000 was raised by Niagara Catholic students and staff for Random Act of Kindness Oatmeal Day 2013, which is sufficient funding to provide meals for an entire year to more than 3,000 students. We are very proud of all students and staff throughout Niagara Catholic for their support of Oatmeal Day in honour of Bridgid Davidson for 3,000 students in Malawi.

In support of this report, a visual presentation will highlight Random Act of Kindness Oatmeal Day 2013.

The report on the Random Act of Kindness Oatmeal Day 2013 is presented for information.

Prepared by: Kathy Levinski, Manager of Facilities Services
Presented by: Kathy Levinski, Manager of Facilities Services
Deborah Ogilvie, Community Outreach Coordinator
Approved by: John Crocco, Director of Education/Secretary-Treasurer
Date: November 26, 2013

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 26, 2013**

PUBLIC SESSION

**TOPIC: FACILITY OPTIONS REPORT FOR ST. NICHOLAS CATHOLIC
ELEMENTARY SCHOOL**

The report on the Facility options report for St. Nicholas Catholic Elementary School 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: November 26, 2013



REPORT TO THE BOARD
NOVEMBER 26, 2013
FACILITY OPTIONS REPORT FOR
ST. NICHOLAS CATHOLIC ELEMENTARY SCHOOL

BACKGROUND INFORMATION

At the April 23rd, 2013 meeting of the Niagara Catholic District School Board, the following motion was approved by the Board:

“THAT the Niagara Catholic District School Board approve an agreement to create a new joint venture St. Nicholas Catholic Elementary School with the French Catholic District School Board which is contingent on acquiring a suitable downtown site and Ministry of Education funding for a new elementary school by September 2014. Senior Staff will continue to explore all available facility options for St. Nicholas Catholic and bring a report to the Board no later than November 2013.”

Prior to and following the April 23rd, 2013 Board Meeting, various meetings have been held with local Trustees Chair Burtnik and Vice-Chair Charbonneau, Director Crocco, Controller of Facilities Services Scott Whitwell, Manager of Facilities Services Kathy Levinski and various members of the City of St. Catharines, community members and Conseil scolaire de district catholique Centre-Sud regarding partnerships and a new site for St. Nicholas Catholic Elementary School.

As of October 31st, 2013, the Niagara Catholic District School Board submitted a Capital Priority Business Case to the Ministry of Education with an estimated projected cost of \$6.3 million for a new St. Nicholas Catholic Elementary School.

Most recently, on November 19th, 2013, Chair Burtnik and Director Crocco met with St. Catharines Mayor Brian McMullan and the Colin Briggs, CAO, to continue the discussions regarding the downtown revitalization plan and the inclusion of a new St. Nicholas Catholic Elementary School within the City’s plan.

As we continue to dialogue with the City of St. Catharines, various community partners and the Ministry of Education, we will continue to keep the Board informed as to the progress of our discussions and the Capital Priority submission to the Ministry of Education.

The Facility Options Report for St. Nicholas Catholic Elementary School
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: November 26, 2013

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 26, 2013**

PUBLIC SESSION

**TOPIC: MONTHLY BANKING TRANSACTIONS FOR THE MONTH OF
OCTOBER 2013**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve Monthly Banking Transactions for the Month of October 2013, as presented.

Prepared by: Giancarlo Vetrone, Superintendent of Business & Finance
Presented by: Giancarlo Vetrone, Superintendent of Business & Finance
Recommended by: John Crocco, Director of Education/Secretary-Treasurer
Date: November 26, 2013



**REPORT TO THE BOARD MEETING
NOVEMBER 26, 2013**

**MONTHLY BANKING TRANSACTIONS
FOR THE MONTH OF OCTOBER 2013**

BACKGROUND INFORMATION

In accordance with the Monthly Financial Reports Policy Statement, we are pleased to enclose the Monthly Banking Transactions for the Niagara Catholic District School Board for the month of October 2013. (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 October 2013, as presented.

Prepared by: William Tumath, Manager of Accounting Services
Presented by: Giancarlo Vetrone, Superintendent of Business & Financial Services
Recommended by: John Crocco, Director of Education/Secretary-Treasurer
Date: November 26, 2013

Appendix A

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
SUMMARY OF REVENUE AND EXPENDITURES - CLOSED
SUMMARY STATEMENT
AS AT OCTOBER 31, 2013**

For presentation at Board Meeting November 26, 2013

ACCOUNT DESCRIPTION	THIS YEAR			CHANGES	LAST YEAR		
	EXPENDED	BUDGET	% LEFT		EXPENDED	BUDGET	% LEFT
REVENUE							
REVENUE	-56,865,590	-252,877,171	77.5%		-54,539,016	-251,780,708	78.3%
TOTAL REVENUE	-56,865,590	-252,877,171	77.5%		-54,539,016	-251,780,708	78.3%
EXPENDITURES							
BOARD ADMINISTRATION	1,579,437	6,810,166	76.8%		1,452,865	7,371,598	80.3%
ELEMENTARY SCHOOLS	20,287,429	127,873,043	84.1%		18,302,896	124,939,319	85.4%
SECONDARY SCHOOLS	10,688,094	68,859,964	84.5%		10,212,710	69,371,333	85.3%
CONTINUING EDUCATION	908,985	5,534,700	83.6%		755,516	5,834,515	87.1%
PLANT OPERATIONS	2,326,702	16,832,073	86.0%		1,802,848	16,903,100	89.3%
PLANT MAINTENANCE	469,100	3,873,612	87.2%		388,424	3,645,292	89.9%
TRANSPORTATION	1,024,849	9,728,201	89.5%		692,612	9,539,412	92.7%
CAPITAL AND OTHER EXPENDITURES	1,303,206	13,965,412	90.7%		1,363,456	14,176,139	90.4%
TOTAL EXPENDITURES	38,587,802	252,877,171	84.7%		34,951,427	251,780,708	86.1%

PREPARED BY : William Tumath
Finance Department

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 26, 2013**

PUBLIC SESSION

**TOPIC: STATEMENT OF REVENUE AND EXPENDITURES AS AT
OCTOBER 31, 2013**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve, Statement of Revenue and Expenditures as at October 31, 2013, as presented

Prepared by: Giancarlo Vetrone, Superintendent of Business & Finance
Presented by: Giancarlo Vetrone, Superintendent of Business & Finance
Recommended by: John Crocco, Director of Education/Secretary of Treasurer
Date: November 26, 2013



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

**REPORT TO THE BOARD MEETING
NOVEMBER 26, 2013**

**STATEMENT OF REVENUE & EXPENDITURES
AS AT OCTOBER 31, 2013**

BACKGROUND INFORMATION

In accordance with the Monthly Financial Reports Policy Statement, please be advised that a summarized Statement of Revenue and Expenditures by Department as at October 31, 2013 will be presented to the Trustees at the Board Meeting.

(See Appendix A)

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

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Report on the Statement of Revenue and Expenditures as at October 31, 2013 as presented.

Prepared by: William Tumath, Manager of Accounting Services
Presented by: Giancarlo Vetrone, Superintendent of Business & Financial Services
Recommended by: John Crocco, Director of Education/Secretary-Treasurer
Date: November 26, 2013

Appendix A

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
SUMMARY OF REVENUE AND EXPENDITURES - CLOSED
SUMMARY STATEMENT
AS AT OCTOBER 31, 2013**

For presentation at Board Meeting November 26, 2013

ACCOUNT DESCRIPTION	THIS YEAR			CHANGES	LAST YEAR		
	EXPENDED	BUDGET	% LEFT		EXPENDED	BUDGET	% LEFT
REVENUE							
REVENUE	-56,865,590	-252,877,171	77.5%		-54,539,016	-251,780,708	78.3%
TOTAL REVENUE	-56,865,590	-252,877,171	77.5%		-54,539,016	-251,780,708	78.3%
EXPENDITURES							
BOARD ADMINISTRATION	1,579,437	6,810,166	76.8%		1,452,865	7,371,598	80.3%
ELEMENTARY SCHOOLS	20,287,429	127,673,043	84.1%		18,302,996	124,939,319	85.4%
SECONDARY SCHOOLS	10,668,094	68,859,964	84.5%		10,212,710	69,371,333	85.3%
CONTINUING EDUCATION	908,985	5,534,700	83.6%		755,516	5,834,515	87.1%
PLANT OPERATIONS	2,326,702	16,832,073	86.0%		1,802,848	16,903,100	89.3%
PLANT MAINTENANCE	469,100	3,673,612	87.2%		368,424	3,645,292	89.9%
TRANSPORTATION	1,024,849	9,728,201	89.5%		692,612	8,539,412	92.7%
CAPITAL AND OTHER EXPENDITURES	1,303,206	13,965,412	90.7%		1,363,456	14,176,139	80.4%
TOTAL EXPENDITURES	38,587,802	252,877,171	84.7%		34,951,427	251,780,708	86.1%

PREPARED BY : William Tumath
Finance Department

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED
FOR THE PERIOD ENDED: OCTOBER 31, 2013
BOARD ADMINISTRATION

ACCOUNT	THIS YEAR TO DATE				LAST YEAR TO DATE		
	EXPENDED	BUDGET	% LEFT	CHANGES	EXPENDED	BUDGET	% LEFT
SALARY & BEN - TRUSTEES	98,193	233,262	57.9		96,974	232,744	58.3
SALARY & BEN - SENIOR STAFF	218,156	1,346,260	83.8		216,937	1,343,673	83.9
SALARY & BEN - MANAGERS	290,735	1,251,280	76.8		253,854	1,619,022	84.3
SALARY & BEN - TECHNICAL	84,797	456,547	81.4		51,754	329,910	84.3
SALARY & BEN - CLERICAL	387,612	1,937,287	80.0		328,713	1,931,361	83.0
TEMPORARY STAFF	6,888	64,448	89.3		11,599	64,388	82.0
PROFESSIONAL DEVELOPMENT	16,910	62,500	72.9		16,241	62,500	74.0
SUPPLIES - ADMINISTRATION	66,334	463,082	85.7		88,543	472,500	81.3
SUPPLIES - HUMAN RESOURCES	3,988	20,000	80.1		2,608	20,000	87.0
SUPPLIES - COMPUTER SERVICE	28,001	62,500	55.2		71,049	62,500	13.7-
SUPPLIES - PLANT OPERATIONS	53,784	380,000	85.9		31,599	380,000	91.7
SUPPLIES - BUILDING MAINTENANCE	7,158	50,000	85.7		8,976	50,000	82.1
FURNITURE & EQUIPMENT	9,445	48,000	80.3		3,752	48,000	92.2
FEES & CONTRACTS	302,678	395,000	23.4		266,903	715,000	62.7
MISCELLANEOUS EXPENDITURES	4,758	40,000	88.1		3,363	40,000	91.6
TOTAL - BOARD ADMINISTRATION	1,579,437	6,810,166	76.8	 	1,452,865	7,371,598	80.3

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED
FOR THE PERIOD ENDED: OCTOBER 31, 2013
ELEMENTARY SCHOOLS

ACCOUNT	THIS YEAR TO DATE				LAST YEAR TO DATE		
	EXPENDED	BUDGET	% LEFT	CHANGES	EXPENDED	BUDGET	% LEFT
CLASSROOM TEACHERS	12,490,253	85,001,452	85.3		12,091,452	83,415,659	85.5
OCCASSIONAL TEACHERS	351,811	2,760,745	87.3		336,644	2,926,379	88.5
TEACHER ASSISTANTS	3,631,901	18,599,490	80.5		2,643,273	16,982,224	84.4
PROFESSIONAL STAFF	513,323	2,816,950	81.8		477,572	2,748,289	82.6
LIBRARY TECHNICIANS	387,767	2,224,330	82.6		316,972	2,051,968	84.6
PRINCIPALS & V.PS.	1,273,566	7,297,827	82.6		1,166,521	7,259,793	83.9
SCHOOL SECRETARIES	461,725	2,462,711	81.3		381,844	2,575,112	85.2
TEACHER CONSULTANTS	177,592	1,108,915	84.0		148,913	1,109,941	86.6
SALARY & BEN - CLERICAL	7,484	0	0.0		0	0	0.0
PROFESSIONAL DEVELOPMENT	13,766	380,000	96.4		14,977	430,000	96.5
PROGRAM CLASSROOM RESOURCE	133,591	1,012,500	86.8		250,482	1,555,000	83.9
CLASSROOM SUPPLIES	268,755	1,460,280	81.6		200,176	1,492,869	86.6
PROGRAM SUPPLIES	17,043	195,000	91.3		12,065	195,000	93.8
SCHOOL ADMIN. SUPPLIES	89,257	380,000	76.5		48,887	380,000	87.1
COMPUTERS - CLASSROOM	436,191	1,281,561	66.0		155,805	1,119,976	86.1
COMPUTERS - NON CLASSROOM	21,887	49,956	56.2		5,472	49,956	89.1
F & E - CLASSROOM	26,485	600,456	95.6		51,941	604,939	91.4
F & E - NON CLASSROOM	0	40,870	100.0		0	42,214	100.0
TOTAL - ELEMENTARY SCHOOLS	20,287,429	127,673,043	84.1	 	18,302,996	124,939,319	85.4

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED
FOR THE PERIOD ENDED: OCTOBER 31, 2013
SECONDARY SCHOOLS

ACCOUNT	THIS YEAR TO DATE				LAST YEAR TO DATE		
	EXPENDED	BUDGET	% LEFT	CHANGES	EXPENDED	BUDGET	% LEFT
CLASSROOM TEACHERS	7,158,950	48,539,423	85.3		7,067,096	48,660,862	85.5
OCCASSIONAL TEACHERS	237,314	1,428,715	83.4		176,300	1,656,678	89.4
TEACHER ASSISTANTS	911,996	4,331,430	78.9		760,445	4,747,417	84.0
PROFESSIONAL STAFF	225,796	1,683,704	86.6		203,783	1,419,447	85.6
LIBRARY TECHNICIANS	83,441	409,215	79.6		65,552	408,900	84.0
PRINCIPALS & V.PS.	482,391	3,157,475	84.7		483,669	3,018,686	84.0
SCHOOL SECRETARIES	373,901	1,793,332	79.2		315,548	2,054,006	84.6
TEACHER CONSULTANTS	83,768	1,004,371	91.7		95,492	901,065	89.4
SALARY & BEN - CLERICAL	12,808	0	0.0		0	0	0.0
LIBRARY & GUIDANCE - TEACHING	397,605	1,932,826	79.4		423,911	1,923,258	78.0
PROFESSIONAL DEVELOPMENT	5,352	101,550	94.7		6,583	120,000	94.5
PROGRAM CLASSROOM RESOURCE	229,521	2,011,227	88.6		333,193	2,076,227	84.0
CLASSROOM SUPPLIES	248,865	1,368,656	81.8		169,196	1,370,613	87.7
PROGRAM SUPPLIES	1,648	66,091	97.5		1,949	66,091	97.1
SCHOOL ADMIN. SUPPLIES	46,687	205,000	77.2		31,620	204,998	84.6
COMPUTERS - CLASSROOM	176,463	630,830	72.0		64,053	545,476	88.3
COMPUTERS - NON CLASSROOM	11,588	25,000	53.7		2,897	25,000	88.4
F & E - CLASSROOM	0	76,790	100.0		10,874	80,240	86.5
F & E - NON CLASSROOM	0	22,329	100.0		549	20,369	97.3
FEES & CONTRACTS	0	72,000	100.0		0	72,000	100.0
TOTAL - SECONDARY SCHOOLS	10,688,094	68,859,964	84.5		10,212,710	69,371,333	85.3

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED
FOR THE PERIOD ENDED: OCTOBER 31, 2013
CONTINUING EDUCATION

ACCOUNT	THIS YEAR TO DATE				LAST YEAR TO DATE		
	EXPENDED	BUDGET	% LEFT	CHANGES	EXPENDED	BUDGET	% LEFT
TEACHER ASSISTANTS	0	45,436	100.0		0	36,978	100.0
PROFESSIONAL STAFF	20,467	104,500	80.4		16,500	104,500	84.2
LIBRARY TECHNICIANS	14	0	0.0		17	0	0.0
PRINCIPALS & V.PS.	82,050	474,594	82.7		73,574	355,614	79.3
SCHOOL SECRETARIES	77,003	389,343	80.2		62,188	397,475	84.4
TEMPORARY STAFF	5,326	28,779	81.5		2,954	22,616	86.9
GRANT OFFICERS	0	16,167	100.0		0	16,167	100.0
A.E. TEACHERS / INSTRUCTORS	491,912	3,289,271	85.0		419,920	3,732,196	88.8
PROFESSIONAL DEVELOPMENT	1,653	13,400	87.7		623	20,300	96.9
PROGRAM CLASSROOM RESOURCE	55,129	415,578	86.7		72,019	429,390	83.2
CLASSROOM SUPPLIES	175,431	752,632	76.7		107,583	679,279	84.2
COMPUTERS - CLASSROOM	0	5,000	100.0		0	40,000	100.0
FEES & CONTRACTS	0	0	0.0		138	0	0.0
TOTAL - CONTINUING EDUCATION	908,985	5,534,700	83.6		755,516	5,834,515	87.1

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED
FOR THE PERIOD ENDED: OCTOBER 31, 2013
PLANT OPERATIONS

ACCOUNT	THIS YEAR TO DATE			CHANGES	LAST YEAR TO DATE		
	EXPENDED	BUDGET	% LEFT		EXPENDED	BUDGET	% LEFT
SALARY & BEN - MANAGERS	137,247	815,922	83.2		122,526	866,501	85.9
SALARY & BEN - CARETAKERS	975,508	5,415,004	82.0		743,958	5,336,302	86.1
SALARY & BEN - CLEANERS	615,512	4,272,145	85.6		482,727	4,251,280	88.7
SALARY & BEN - CLERICAL	21,711	131,502	83.5		17,378	196,517	91.2
PROFESSIONAL DEVELOPMENT	229	10,000	97.7		225	10,000	97.8
SUPPLIES - UTILITIES	324,337	3,370,000	90.4		240,233	3,370,000	92.9
SUPPLIES - PLANT OPERATIONS	103,692	762,500	86.4		65,630	762,500	91.4
SUPPLIES - GROUNDS	24,852	575,000	95.7		23,664	875,000	97.3
F & E - PLANT OPERATIONS	123,614	675,000	81.7		106,132	675,000	84.3
FEES & CONTRACTS	0	605,000	100.0		375	560,000	99.9
TOTAL - PLANT OPERATIONS	2,326,702	16,632,073	86.0		1,802,848	16,903,100	89.3

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED
FOR THE PERIOD ENDED: OCTOBER 31, 2013
PLANT MAINTENANCE

ACCOUNT	THIS YEAR TO DATE				LAST YEAR TO DATE		
	EXPENDED	BUDGET	% LEFT	CHANGES	EXPENDED	BUDGET	% LEFT
SALARY & BEN - MANAGERS	100,632	528,311	81.0		77,930	510,573	84.7
SALARY & BEN - TECHNICAL	180,554	1,079,765	83.3		120,211	1,079,870	88.9
SALARY & BEN - CLERICAL	17,840	89,654	80.1		14,248	78,985	82.0
TEMPORARY STAFF	2,321	5,382	56.9		234	5,364	95.6
PROFESSIONAL DEVELOPMENT	364	7,500	95.2		817	7,500	89.1
SUPPLIES - PLANT OPERATIONS	50,185	400,000	87.5		6,711	400,000	98.3
SUPPLIES - GROUNDS	10,314	180,000	94.3		13,454	180,000	92.5
SUPPLIES - PLANT MAINTENANCE	12,140	169,000	92.8		13,972	169,000	91.7
SUPPLIES - BUILDING MAINTENANCE	90,630	1,102,500	91.8		109,974	1,102,500	90.0
F & E - PLANT MAINTENANCE	0	36,500	100.0		0	36,500	100.0
FEES & CONTRACTS	4,120	75,000	94.5		10,873	75,000	85.5
TOTAL - PLANT MAINTENANCE	469,100	3,673,612	87.2		368,424	3,645,292	89.9

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED
FOR THE PERIOD ENDED: OCTOBER 31, 2013
TRANSPORTATION DEPARTMENT

ACCOUNT	THIS YEAR TO DATE				LAST YEAR TO DATE		
	EXPENDED	BUDGET	% LEFT	CHANGES	EXPENDED	BUDGET	% LEFT
SALARY & BEN - MANAGERS	15,598	117,371	86.7		12,570	115,222	89.1
SALARY & BEN - TECHNICAL	13,174	169,736	92.2		10,646	172,959	93.8
SALARY & BEN - CLERICAL	0	25,332	100.0		0	22,760	100.0
SUPPLIES - ADMINISTRATION	41	76,799	100.0		42	75,707	99.9
FURNITURE & EQUIPMENT	0	10,581	100.0		0	12,675	100.0
FEES & CONTRACTS	996,036	9,328,382	89.3		669,354	9,140,089	92.7
TOTAL - TRANSPORTATION DEPARTMENT	1,024,849	9,728,201	89.5		692,612	9,539,412	92.7

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED
FOR THE PERIOD ENDED: OCTOBER 31, 2013
CAPITAL AND OTHER EXPENDITURES

ACCOUNT	THIS YEAR TO DATE				LAST YEAR TO DATE		
	EXPENDED	BUDGET	% LEFT	CHANGES	EXPENDED	BUDGET	% LEFT
GOOD PLACES TO LEARN	0	1,780,912	100.0		0	1,933,974	100.0
FACILITY RENEWAL PROJECTS	0	624,666	100.0		0	624,666	100.0
DEBT CHARGES BEFORE MAY, 1998	51,458	239,573	78.5		65,861	311,506	78.9
DEBT CHARGES AFTER MAY, 1998	0	117,487	100.0		0	117,487	100.0
NEW PUPIL PLACES	1,251,748	2,082,470	39.9		1,297,595	2,191,952	40.8
AMORTIZATION & NET LOSS DISPOSALS	0	9,120,304	100.0		0	8,996,554	100.0
TOTAL - CAPITAL AND OTHER EXPENDITUR	1,303,206	13,965,412	90.7	 	1,363,456	14,176,139	90.4

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED
FOR THE PERIOD ENDED: OCTOBER 31, 2013, 2013

ACCOUNT	THIS YEAR TO DATE				LAST YEAR TO DATE				
	EXPENDED	BUDGET	% Left		CHANGES		EXPENDED	BUDGET	% Left
GRAND TOTAL-	38,587,802	252,877,171	84.7				34,951,427	251,780,708	86.1

Prepared by : William Tumath
 Finance Department

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 26, 2013**

PUBLIC SESSION

**TOPIC: CORRESPONDENCE – JILL MOWSER, PRESIDENT MARY’S
MEALS CANADA**



November 4, 2013

Mr. John Crocco
Director of Education and Secretary/Treasurer
Niagara Catholic District School Board
Catholic Education Centre
427 Rice Road
Welland, Ontario L3C 7C1

Dear John,

I am writing to express my most heartfelt thanks to you and the entire Niagara Catholic District School Board for including Mary's Meals Canada in your Random Acts of Kindness Day on November 1, 2013. When I was invited to attend, I knew that it was going to be a large event, but I never really imagined how wonderful it would actually be! It was really an unforgettable day for me! Even though Mary's Meals Canada is a relatively new charity, I know without a doubt that this will always be considered as one of the major events in the history of Mary's Meals Canada. I feel that Mary's Meals Canada has been greatly blessed by your willingness to raise awareness and funds for us this year on such a large scale, as well as for your commitment to an ongoing relationship between Mary's Meals Canada and the Niagara Catholic District School Board.

It became very clear to me while visiting several of your schools that kindness and service is a major focus in your schools. Besides all of the beautiful Mary's Meals posters that were created, I noticed other items decorating your schools' walls that reiterated this focus to your students and staff. If all schools would do such a wonderful job of teaching their students to care for one another, the world would be a much better place!

It was so touching to visit Sacred Heart School and meet the teachers and students who knew Bridgid, and to see her photos on the wall and her award in the display case. It is clear that she touched hundreds of lives with her example of selflessness and her enthusiasm for Mary's Meals. It was truly an honor to visit her school.

I was so impressed by the maturity, respect and courtesy of the students at Saint Paul Catholic High School, which is, by the way, such a beautiful school. Their hospitality was warm and friendly, and their culinary skills were also excellent!

The presentation at the board office by the students about Mary's Meals was wonderful! Throughout my day, I was so impressed by how much your students know and understand about Mary's Meals! As I mentioned at the office, that really gave me a boost, because I now feel like we have many supporters and friends here in Canada, whereas before, our Mary's Meals family here in Canada didn't seem nearly so large! Mary's Meals is very popular in Europe as well as in the USA, and I can tell that with the enthusiasm of supporters like those in Niagara Catholic, it is going to grow rapidly in Canada as well.

It was also a real pleasure to visit St. Thomas More School. Even though the students are so young, they, too, are inspired to help those less fortunate than themselves. They understand that not everyone lives like they do, and it was very uplifting to see the "kids helping kids".

I don't know if words can adequately express how grateful we are at Mary's Meals Canada for your willingness to include us in your Random Acts of Kindness Day this year! Your enthusiasm for your wonderful schools, staff and students is readily apparent, and I just wanted to say thank you for sharing this wonderful day with us!!

I look forward to seeing you again! Please do not hesitate to contact me for any reason in the future!

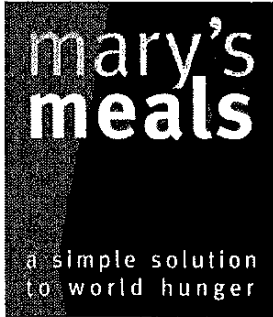
Most gratefully yours,

Jill Mowser, President
Mary's Meals Canada, 7111 Syntex Drive, 3rd Floor, Mississauga, Ontario, L5N 8C
www.marysmeals.ca

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 26, 2013**

PUBLIC SESSION

**TOPIC: CORRESPONDENCE – DANIEL ADAMS, HEAD OF
FUNDRAISING, MARY’S MEALS SCOTLAND**



Daniel Adams
Head of Fundraising
Mary's Meals
97A Hawthorn Street
Glasgow, Scotland
United Kingdom
G22 6HY

T: 0141 336 1868
M: 0740 332 1495
E: daniel.adams@marysmeals.org

November 6, 2013

Mr John Crocco
Director of Education and Secretary-Treasurer
Niagara Catholic District School Board
427 Rice Road
Welland, Ontario
L3C 7C1

Dear Mr Crocco,

I am writing to you today to offer my most heartfelt and sincere thanks, in the hope that they will be recorded in the official minutes of the next meeting of the Niagara Catholic District School Board, for your incredibly kind, generous and uplifting support for the work of Mary's Meals on Random Act of Kindness Day.

Believe me, it takes a rather special and extraordinary event to make a nine hour journey across the Atlantic from Scotland to Canada worth it - but I was absolutely delighted to travel to Niagara and was so impressed and inspired by what I saw in your wonderful schools last Friday, November 1st.

It is highly unusual – in fact, I don't believe it has ever been done before in the history of our charity – for a school board to encourage its entire network of educational institutions to teach their students about the life-changing work of Mary's Meals, as we seek to draw some of the world's poorest children into the classroom through a nutritious daily meal in school.

It was extremely exciting to see how much emphasis your teachers placed on this educational element, with the fundraising component being an additional, though important, bonus. Your educational resources for this project, marked with impressive simplicity (rather like the concept of Mary's Meals itself!), clearly did their job, since many of the students I met were so evidently knowledgeable of both the work of Mary's Meals and the wider humanitarian issues of world hunger and lack of access to education in the developing world. Through this initiative, and others too I am sure, your students are becoming true global citizens!

In our visits to Sacred Heart, Saint Paul and Saint Thomas More (as well as during my encounter with Mary Ward students at the school board offices) I was struck by the warmth of your schools' hospitality, their spirituality and their friendship – not to mention the exceptionally high standard of your facilities. Having met children from junior kindergarten age all the way up to high school level, I was pleased to get a feel for the whole spectrum of your educational system and what each year group was doing to support Mary's Meals on Random Act of Kindness Day.

Of course, much of this support was inspired by the irreplaceable Bridgid Davidson, long-time teacher at Sacred Heart and the person responsible for bringing Mary's Meals to Canada. I had the great privilege to meet Bridgid on a couple of occasions, to be in the presence of her engaging smile, and I can understand exactly why she was an inspiration to so many of her pupils and colleagues alike.

The warmth of love for Bridgid was so palpable during my visit and I was delighted to hear that you recently posthumously bestowed the Director of Education's Inspiration Award on her, accepted by her loving husband Michael. We hope people continue to be inspired by Bridgid's example – I certainly will be. If Bridgid is typical of Niagara Catholic educationalists, which certainly seemed the case with those dedicated teachers I met last week, then the futures of the young Ontarians under their direction and care will be very bright indeed.

I sincerely hope that Random Act of Kindness Day 2013 was just the beginning of a long and fruitful relationship between Niagara Catholic District School Board and Mary's Meals Canada.

Certainly, once your fundraising efforts have been quantified, we will be delighted to allocate to you the Malawian school (or perhaps schools plural!) where teachers, students and officials of Niagara Catholic will, by your commitment and endeavour last week, be directly responsible for the provision of Mary's Meals in the year ahead.

Thanks to your efforts, impoverished children in Malawi, Africa – who would otherwise be forced to work, beg or forage just to survive – will instead be sitting in a classroom with full stomachs, learning how to read and write. Your willingness to act is indeed changing the lives of the children Mary's Meals supports.

How wonderful it will be for Niagara Catholic to have such a tangible link to a Malawian community, and we look forward to erecting a sign there which includes your logo and announces something like: "In loving memory of Bridgid Davidson, meals are provided at this school thanks to the generous support of all those at the Niagara Catholic District School Board, Ontario, Canada". It will be a great day when we are able to send you photographs of smiling Malawian children enjoying their mugfuls of nutritious, vitamin-enriched 'likuni phala' porridge under such a sign!

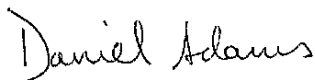
Finally, please let me say a special word of thanks to Kathy Levinski and Deb Ogilvie. Their warmth of welcome for my colleague Jill and I was so greatly appreciated and I want to thank them most especially for all they did to make Niagara Catholic's Mary's Meals Oatmeal Day a resounding success.

Moreover, please pass on our thanks to all those teachers and students who cooked and ate the oatmeal, rehearsed and staged presentations and generally made us so welcome in your district.

Mr Crocco, many thanks too for your personal support of this initiative and for your kindnesses extended to me during my visit – including that short stop-off at the spectacular Niagara Falls! I wish you my very best in your on-going mission of nurturing souls and building minds. Magnus MacFarlane-Barrow, the founder and CEO of Mary's Meals, has also asked me to pass on his sincere thanks and his very best wishes to all at Niagara Catholic District School Board.

May God bless you and NCDSB in your important work. May God bless Mary's Meals Canada as it encourages more Canadians to perform little acts of love for the good of some of the world's poorest children – joining, as part of the worldwide Mary's Meals fundraising family, the UK, Australia, Austria, Bosnia and Herzegovina, Croatia, France, Germany, Italy, Ireland, Netherlands, Portugal, Spain, United Arab Emirates and the USA. And may God bless Canada. I very much hope to return to Ontario one day.

Yours sincerely,



Daniel Adams
Head of Fundraising
Mary's Meals

Mary's Meals is a charity registered in Scotland. Charity number: SC022140. Company number: SC265941

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 26, 2013**

PUBLIC SESSION

**TOPIC: CORRESPONDENCE – CANADIAN CATHOLIC SCHOOL
TRUSTEES' ASSOCIATION CHARITABLE FOUNDATION**

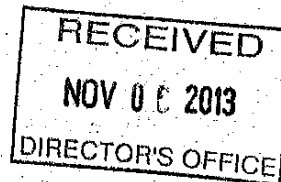


CANADIAN CATHOLIC SCHOOL TRUSTEES' ASSOCIATION
ASSOCIATION CANADIENNE DES COMMISSAIRES D'ÉCOLES CATHOLIQUES

Catholic Education Centre, 570 West Hunt Club Road, Nepean, Ontario K2G 3R4
Phone: (613) 224-4455 ext. 2521 Fax: (613) 224-3187 E-mail: ccsta@ottawacatholicschools.ca Web site: www.ccsta.ca

October 31, 2013

13



Mr. John Crocco
Director of Education
Niagara Catholic District School Board
427 Rice Road
Welland, ON L3C 7C1

Dear Mr. Crocco and the Staff/Students of the Niagara Catholic District School Board:

Thank you so much for your generous donation to the Canadian Catholic School Trustee Charitable Foundation. This Foundation assists students in their tuition payments for Catholic schools in provinces where there is limited or no government funding.

Each year the Foundation Committee reviews applications and makes decisions as to which students will receive tuition assistance. Your donation will mean that we will be able to assist students in their tuition so that they may attend a Catholic school. What a great gift this is!

Toonies for Tuition has been approved by the CCSTA as its official fund-raiser to support the Endowment Fund. The Canadian Catholic School Trustee Charitable Foundation is an official registered charity with Revenue Canada. You will find enclosed a tax receipt for your donation. Our hope and prayer is that the generosity of the Catholic community will continue to support this very worthy cause now and in future years.

May God bless you for your generous spirit of sharing.

Yours in Catholic Education,

John Stunt
Executive Director, CCSTA

Enlivened by the Word of God and our tradition, we promote and protect the right to Catholic education in Canada.
We speak as one.

Animés par la Parole de Dieu et notre tradition, nous assurons la protection et la promotion du droit à une éducation catholique au Canada. Nous parlons à l'unisson.

THE CANADIAN CATHOLIC SCHOOL TRUSTEE CHARITABLE FOUNDATION
570 West Hunt Club Road
Ottawa, Ontario K2G 3R4
Telephone: (613) 224-4455 ext.2521 Fax: (613) 224-3187

OFFICIAL INCOME TAX RECEIPT
Charity Registration No. 86223 5769 RR0001

Received from: Niagara Catholic District School Board
427 Rice Road
Welland, ON L3C 7C1

The sum of: THREE THOUSAND SEVEN HUNDRED AND ONE DOLLARS and 00/100 CENTS

Re: 2013 Donations
\$3701

THE CANADIAN CATHOLIC SCHOOL TRUSTEE CHARITABLE
FOUNDATION

PER: _____


Trustee

.....
THE CANADIAN CATHOLIC SCHOOL TRUSTEE CHARITABLE FOUNDATION
570 West Hunt Club Road
Ottawa, Ontario K2G 3R4
Telephone: (613) 224-4455 ext.2521 Fax: (613) 224-3187

OFFICIAL INCOME TAX RECEIPT
Charity Registration No. 86223 5769 RR0001

Received from: Niagara Catholic District School Board
427 Rice Road
Welland, ON L3C 7C1

The sum of: THREE THOUSAND SEVEN HUNDRED AND ONE DOLLARS and 00/100 CENTS

Re: 2013 Donations
\$3701

THE CANADIAN CATHOLIC SCHOOL TRUSTEE CHARITABLE
FOUNDATION

PER: _____


Trustee

(Submit top portion with Income Tax Return – retain bottom portion for your records)

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 26, 2013**

PUBLIC SESSION

TOPIC: CORRESPONDENCE – ONTARIO COLLEGE OF TEACHERS



Ontario
College of
Teachers

Ordre des
enseignantes et
des enseignants
de l'Ontario

October 30, 2013

Kathy Burtnik
Chair
Niagara Catholic District School Board
427 Rice Road
Welland ON L3C 7C1

Dear Ms. Burtnik,

As CEO and Registrar of the Ontario College of Teachers, I have the privilege of working alongside school board trustees like you to ensure that the needs and priorities of your community are considered in the regulation of Ontario's teaching profession. Whether we are accrediting teacher education programs, granting teacher certification or setting high standards for teacher professionalism, I have learned that collaboration is the key to continually strengthening our education system.

As the regulatory body for the teaching profession in Ontario, the College is responsible for ensuring that Ontario's students are taught by qualified and competent teachers and that students are safe in their care.

It is certainly true that when it comes to educating our children, we all have a role to play. That role is played by community leaders like you, educators, parents and regulators, and ongoing dialogue is critical to the evolution of education in Ontario.

We would like to arrange an informal meeting at your convenience with you and other interested trustees to bring this dialogue to life in the 2013-2014 school year. A representative from the College would discuss our role, the range of services we make available to the public and, most importantly, how we can work together.

My colleague Marla DiCandia will be in touch to follow-up with you in the coming days. If you have any questions before then, please contact us at 1-888-534-2222, extension 625 or outreach@oct.ca. I look forward to working with you.

Sincerely,

Michael Salvatori, OCT
Chief Executive Officer and Registrar

MS/MD/mn-pol

101 Bloor Street West, Toronto ON M5S 0A1
416-961-8800 1-888-534-2222 (ONTARIO)
FAX 416-961-8822 info@oct.ca www.oct.ca



101, rue Bloor Ouest, Toronto ON M5S 0A1
416-961-8800 1-888-534-2222 (ONTARIO)
TÉLÉC. 416-961-8822 info@oeeo.ca www.oeeo.ca



**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 26, 2013**

PUBLIC SESSION

**TOPIC: TRUSTEE INFORMATION
SPOTLIGHT – NOVEMBER 12, 2013**



Spotlight

on

NIAGARA CATHOLIC

Nurturing Souls & Building Minds

www.niagaracatholic.ca

November 12, 2013

Pilgrimage Raises \$178,000 For Social Justice Initiatives Around the World



On October 27th, approximately 4,000 Niagara Catholic students, staff, trustees, alumni, parents and community members participated in the 38th Annual Pilgrimage. This year, our eight Catholic secondary schools collectively raised more than \$178,000, bringing the total raised since 1976 to more than \$6 million. Students from all eight Catholic secondary schools attended the November 12th Committee of the Whole Meeting to help share the good news with the Board of Trustees. Photos from the Pilgrimage and details on funds raised are on the opposite page. Additional pictures and details can also be accessed through the Pilgrimage slide on the main page of the Board website, www.niagaracatholic.ca.

Policies Recommended for Approval

During the November 12th Meeting of the Committee of the Whole, Trustees recommended six policies be sent to the Board for approval.

The Acceleration Retention Policy (400.5), Employee Leaves of Absence Policy (201.1), Opening or Closing Exercises - Safe Schools (302.6.1), Employee Workplace Harassment Policy (201.7), Employee Workplace Violence Policy (201.11) and Occupational Health and Safety Policy (206.1) will be considered for approval by Trustees at the November 26th Board Meeting.

Several policies are currently being vetted. To review them, please check under the Policies section of niagaracatholic.ca.

Trustees Receive 2013-2014 Computer Technology Update at November 12 Meeting

Niagara Catholic recognizes the need to provide support to staff to assist them in using technology effectively in their classrooms to improve student achievement.

In 2011, Mark DiTomasso was named District Elearning Consultant for Niagara Catholic. Part of his responsibilities is to assist in the rollout of the Board's

major investment in SmartBoard technology. A decision was made to increase the number of Literacy, Numeracy and Technology coaches to further assist in the ongoing growth in technology hardware and software throughout the Board.

In 2012, Anna Perrota and Ryan Sauriol joined the team to focus support and training on elementary

schools. In September, Manny Roussos was added to the team to expedite assistance to schools.

This fall, the coaches surveyed Principals to determine how best the coaches could support student classroom teachers in using technology in the classroom to deliver curriculum expectations to improve student achievement. They then

met with Principals and school staff to finalize their involvement based on each school's needs.

The coaches have been aligned according to geography to maximize teaching time. Through the increase of teacher capacity in schools through the support of coaches, the use of technology in schools continues to flourish across Niagara Catholic.

\$178,000

Denis Morris Catholic High School
 Holy Cross Catholic Secondary School
 Saint Francis Catholic Secondary School



Nearly 1,200 pilgrims from St. Catharines' three Catholic secondary schools raised \$74,000 for this year's Pilgrimage. The \$18,000 in pledges raised by Denis Morris pilgrims will support Ecole Immaculee Conception in Pilate, Haiti and Wells of Hope in Guatemala; Holy Cross pilgrims raised \$15,000 for programs led by the Holy Cross Brothers in Thibeau, Haiti and Saint Francis Catholic Secondary School's pilgrims raised \$41,000 for the St. Marc School run by the Holy Cross Sisters in Haiti, Fogquest in Guatemala and the Dominican Canadian Community Development Group.

Lakeshore Catholic High School



Approximately 300 Gators took part in Gatorwalk inraising more than \$10,000 for a variety of support efforts in Dominica. Several Lakeshore Catholic students and staff are currently in Dominica as part of the Niagara Catholic International Co-operative Experience Program, witnessing how their donations are put to use by those living there.

Notre Dame College School



The school where it all began in 1976! Approximately 900 members of the Fighting Irish family took to the streets of Welland, raising \$42,000 for Development and Peace, Yancana Huasy in Lima, Peru and the Dominican Canadian Community Development Group. The 2013 theme was "Pillars of Justice."

Blessed Trinity Catholic Secondary School



With the theme iPromise, 620 participants, including 70 students from BTs elementary family of schools, walked through the streets of Grimsby, raising \$15,000 for projects in Las Pajas, Dominican Republic.



Saint Michael and Saint Paul Catholic Secondary Schools



More than 750 pilgrims from Saint Michael and Saint Paul Catholic High Schools raised \$37,000. Saint Michael raised \$23,000 for the Hope for Rwanda Children's Fund, and Saint Paul raised \$14,000 for the Immaculate Conception School in Haiti.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 26, 2013**

PUBLIC SESSION

**TOPIC: TRUSTEE INFORMATION
CALENDAR OF EVENTS – DECEMBER 2013**



NIAGARA
CATHOLIC
DISTRICT SCHOOL
BOARD

Nurturing
SOULS
&
Building

December 2013

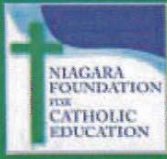
Sun Mon Tue Wed Thu Fri Sat

1	2	3 ORG/CW Meeting	4 Gr. 8 Mass SEAC Meeting	5	6	7
8	9	10	11	12 Director's Meeting/Faith Formation for Admin/Priests/ Trustees	13	14
15	16 Christmas Choirfest all week	17 Board Meeting	18	19	20 Elementary/ Secondary PA Day	21
22	23 Christmas Vacation	24	25 Christmas Day	26 Boxing Day	27	28
29	30	31 New Year's Eve				

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 26, 2013**

PUBLIC SESSION

TOPIC: BISHOP'S GALA 2014 - APRIL 12, 2014



11th Annual

BISHOP'S GALA

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

Saturday, April 12, 2014

*Evening of Celebration, Dining & Dancing
Silent Auction*

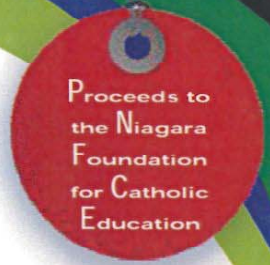
Club Roma 125 Vansickle Road, St. Catharines, ON
AntiPasto Bar & Cocktail Reception - 5:30 p.m.
Dinner - 7:00 p.m.



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.



DJ Spirit of Sound

Cash Bar



TICKET ORDER FORM

Tickets: \$75 each

Payment must be included with your order.

Name _____ Phone # _____

School _____ # of Tickets _____

Address _____ Payment Attached \$ _____

Tickets must be purchased by March 26, 2014

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

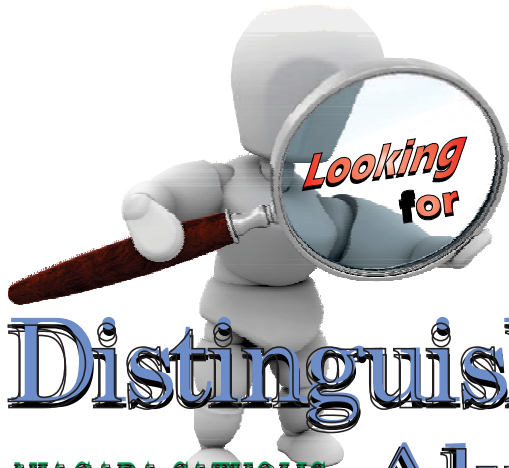
**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 26, 2013**

PUBLIC SESSION

**TOPIC: DISTINGUISHED NIAGARA CATHOLIC ALUMNI AWARD
2014**



Office of the
Director of Education



Distinguished NIAGARA CATHOLIC Alumni

DISTINGUISHED ALUMNI AWARD

The Niagara Catholic Distinguished Alumni Award is presented annually to an alumnus from Niagara Catholic's secondary school panel or its Catholic predecessor Boards. The Distinguished Alumni Award celebrates past students whose life journeys have been positively influenced by the education they received at Niagara Catholic. The Award honours these alumni and invites them to share their successes with current students, staff and the communities serviced by Niagara Catholic.

Nomination Process

1. Annually, nominations will be accepted from individuals by completing the Niagara Catholic Distinguished Alumni Award Nomination Form and submitting it to the Executive Assistant to the Director of Education.
2. The nominee will be contacted to ensure acceptance; provide additional information if required; request additional support names or to confirm the names that have been submitted with the nomination.
3. Individuals previously nominated may be re-nominated.
4. **Deadline for annual submissions is February 14th.**

Selection Committee

Senior Administrative Council of the Board, Chaired by the Director of Education will review all nomination submission packages and select the Distinguished Alumni Award recipient or recipients for each calendar year.

Awarding of annual Distinguished Alumni Award Recipient(s)

1. The Distinguished Alumni Award recipient(s) will be announced and invited to attend a special luncheon during Catholic Education Week.
2. The Distinguished Alumni Award recipient(s) will be invited to be the keynote speaker at the graduation ceremony of either their elementary or secondary school where he/she will receive the Distinguished Alumni Award.
3. The Corporate Services and Communications Department will issue a Communications Release to the system and local media announcing the recipient(s) of the Niagara Catholic Distinguished Alumni Award. Further, the department will design an annual Niagara Catholic Distinguished Alumni Award poster to be prominently displayed at the Catholic Education Centre and at each Niagara Catholic school.

Eligibility

To be nominated for the Niagara Catholic Distinguished Alumni Award, the individual:

- a) must be described by the nominee as distinguished, notable or acclaimed;
- b) has achieved success in his or her adult life;
- c) is a graduate of more than ten (10) years from a secondary school in Niagara Catholic; and
- d) must reflect the characteristics described by the Ontario Catholic School Graduate Expectations:
 - A discerning believer formed in the Catholic Faith Community who celebrates the signs and sacred mystery of God's presence through word, sacrament and prayer; forgiveness, reflection and moral living
 - An effective communicator who speaks, writes and listens honestly and sensitively, responding critically in light of gospel values
 - A reflective, creative and holistic thinker who solves problems and makes responsible decisions with an informed moral conscience for the common good
 - A self-directed, responsible, lifelong learner who develops and demonstrates their God-given potential
 - A collaborative contributor who finds meaning, dignity and vocation in work which respects the rights of all and contributes to the common good
 - A caring family member who attends to family, school, parish, and the wider community
 - A responsible citizen who gives witness to Catholic social teaching by promoting peace, justice and the sacredness of human life

Nominations forms available
at
niagaracatholic.ca