



*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, MAY 23, 2017  
7:00 P.M.**



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

### **A. ROUTINE MATTERS**

1. Opening Prayers – Trustee Burtnik -
2. Roll Call -
3. Approval of the Agenda -
4. Declaration of Conflict of Interest -
5. Minutes of the Board Meeting
  - 5.1 April 25, 2017 A5.1
  - 5.2 May 9, 2017 A5.2
6. Consent Agenda Items
  - 6.1 Unapproved Minutes of the Committee of the Whole Meeting of May 9, 2017 and Consideration of Recommendations A6.1
    - 6.1.1 Monthly Financial Reports Policy (600.3) A6.1.1
    - 6.1.2 Employee Workplace Harassment Policy (201.7) A6.1.2
    - 6.1.3 Employee Workplace Violence Policy (201.11) A6.1.3
    - 6.1.4 Occupational Health & Safety Policy (201.6) A6.1.4
    - 6.1.5 Niagara Catholic System Priorities 2017-2018 A6.1.5
  - 6.2 Appointment of Niagara Catholic Special Education Advisory Committee (SEAC) Member 2014-2018 A6.2
  - 6.3 Approved Minutes of the Niagara Catholic Parent Involvement Committee (NCPIC) Meeting of November 17, 2016 A6.3
  - 6.4 Approved Minutes of the Special Education Advisory Committee (SEAC) Meeting of April 5, 2017 A6.4
  - 6.5 Minutes of the Monsignor Clancy Catholic Elementary School and St. Charles Catholic Elementary School Modified Pupil Accommodation Review Meeting of April 10, 2017 A6.5
  - 6.6 In-Camera Agenda Items F1, F2, F4, F5, F6 and F7

### **B. DELEGATIONS/PRESENTATIONS**

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

1. School Excellence Program  
St. Anthony Catholic Elementary School C1
2. Board and Committee Meeting Dates Calendar 2017-2018 C2
3. Financial Reports as at April 28, 2017 C3

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

- |  |      |
|--|------|
| 1. Correspondence  | -    |
| 2. Report on Trustee Conferences Attended  | -    |
| 3. General Discussion to Plan for Future Action  | -    |
| 4. Trustee Information   |      |
| 4.1 Spotlight on Niagara Catholic – May 9, 2017  | D4.1 |
| 4.2 Calendar of Events – June 2017   | D4.2 |
| 4.3 OCSTA Information – May 6, 12 & 19, 2017   | D4.3 |
| 4.4 CCSTA – June 1-3, 2017   | -    |
| 5. Open Question Period  |      |
| <i>(The purpose of the Open Question Period is to allow members of the Catholic school supporting public to ask about items on that night's public agenda or any previous agendas, and the Board to answer and react.)</i> |      |

**E. NOTICES OF MOTION**

- |   |    |
|---|----|
| 1. Surveying Staff, Parents and Pastors | E1 |
|---|----|

**F. BUSINESS IN CAMERA****G. REPORT ON IN CAMERA SESSION****H. FUTURE MEETINGS AND EVENTS****I. MOMENT OF SILENT REFLECTION FOR LIFE****J. ADJOURNMENT**

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
MAY 23, 2017**

***PUBLIC SESSION***

**TITLE: MINUTES OF THE BOARD MEETING OF  
APRIL 25, 2017**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the Minutes of the Board Meeting of April 25, 2017, as presented.



## MINUTES OF THE BOARD MEETING

**TUESDAY, APRIL 25, 2017**

Minutes of the Meeting of the Niagara Catholic District School Board, held on Tuesday, April 25, 2017, in the Father Kenneth Burns c.s.c. Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

The meeting was called to order at 7:00 p.m. by Chair MacNeil.

### A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayers were led by Trustee Sicoli.

2. Roll Call

Chair MacNeil noted that all Trustees and Student Trustees were in attendance.

Trustee	Present	Present Electronically	Absent	Excused
Kathy Burtnik	✓			
Maurice Charbonneau	✓			
Frank Fera	✓			
Fr. Paul MacNeil	✓			
Ed Nieuwesteeg	✓			
Ted O'Leary	✓			
Dino Sicoli	✓			
Pat Vernal	✓			
<b>Student Trustees</b>				
Kira Petriello	✓			
Nico Tripodi	✓			

The following staff were in attendance:

**John Crocco**, Director of Education; **Yolanda Baldasaro**, **Ted Farrell**, **Lee Ann Forsyth-Sells**, **Frank Iannantuono**, **Mark Lefebvre**, Superintendents of Education; **Giancarlo Vetrone**, Superintendent of Business & Financial Services; **Scott Whitwell**, Controller of Facilities Services; **Anna Pisano**, Recording Secretary/Administrative Assistant, Corporate Services & Communications

**3. Approval of the Agenda**

Moved by Trustee Charbonneau

Seconded by Trustee O'Leary

**THAT** the Niagara Catholic District School Board approve the Agenda of the Board Meeting of April 25, 2017, as presented.

**CARRIED**

**4. Declaration of Conflict of Interest**

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

**5. Approval of Minutes of the Board Meeting of**

**5.1 March 22, 2017**

Moved by Trustee Fera

Seconded by Trustee Vernal

**THAT** the Niagara Catholic District School Board approve the Minutes of the Board Meeting of March 22, 2017, as presented.

**CARRIED**

**5.2 March 24, 2017**

Moved by Trustee Fera

Seconded by Trustee Vernal

**THAT** the Niagara Catholic District School Board approve the Minutes of the Board Meeting of March 24, 2017, as presented.

**CARRIED**

**5.3 March 28, 2017**

Moved by Trustee Fera

Seconded by Trustee Vernal

**THAT** the Niagara Catholic District School Board approve the Minutes of the Board Meeting of March 28, 2017, as presented.

**CARRIED**

**6. Consent Agenda Items**

**6.1 Unapproved Minutes of the Committee of the Whole Meeting of April 4, 2017 and Consideration of Recommendations**

**THAT** the Niagara Catholic District School Board receive the unapproved Minutes of the Committee of the Whole of April 4, 2017, as presented.

**6.1.1 Trustee Honorarium Policy (100.11)**

**THAT** the Niagara Catholic District School Board approve the Trustee Honorarium Policy (100.11), as presented.

**6.1.2 Naming Request – Niagara Launch Centre – Powered by Niagara Catholic District School Board**

**THAT** the Niagara Catholic District School Board approve the Naming Request – Niagara Launch Centre – Powered by Niagara Catholic District School Board, as presented.

**6.2 Approved Minutes of the Staff Wellness Committee Meeting of January 17, 2017**

**THAT** the Niagara Catholic District School Board receive the Approved Minutes of the Staff Wellness Committee Meeting of January 17, 2017, as presented for information.

**6.3 Approved Minutes of the Special Education Advisory Committee (SEAC) Meeting of March 8, 2017**

**THAT** the Niagara Catholic District School Board receive the Approved Minutes of the Special Education Advisory Committee Meeting of March 8, 2017, as presented for information.

**6.4 In-Camera Items F1, F2, F4.1, F4.2, F4.3, F5, F6 and F7**

Moved by Trustee Burtnik  
Seconded by Trustee O'Leary

**THAT** the Niagara Catholic District School Board adopt the consent agenda items.

**CARRIED**

**B. DELEGATIONS/PRESENTATIONS**

Nil

**C. COMMITTEE AND STAFF REPORTS**

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

Yolanda Baldasaro, Superintendent of Education provided background information on the monthly School Excellence Program and introduced Steven Ward, Principal of St. Mark Catholic Elementary School.

Principal Ward, with the assistance of staff and student Noah Seca showcased St. Mark Catholic Elementary School as part of the School Excellence Program.

Chair MacNeil along with Trustees Charbonneau and Fera thanked Principal Ward, the staff and Noah for their presentation.

2. **Monsignor Clancy Catholic Elementary School and St. Charles Catholic Elementary School Pupil Accommodation Review**

Ted Farrell, Superintendent of Education presented the Monsignor Clancy Catholic Elementary School and St. Charles Catholic Elementary School Pupil Accommodation Review report.

Moved by Trustee Vernal  
Seconded by Trustee Sicoli

**THAT** the Niagara Catholic District School Board receive the Minutes of the presentation made to the joint meeting of the Catholic School Councils from Monsignor Clancy and St. Charles Catholic Elementary Schools for information concerning the Monsignor Clancy Catholic Elementary School and St. Charles Catholic Elementary School Modified Pupil Accommodation Review.

**CARRIED**

3. **Financial Reports as at March 31, 2017**

Giancarlo Vetrone, Superintendent of Business & Financial Services presented the Financial Reports for information.

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

1. **Correspondence**

1.1 **March 2, 2017 Letter from Angela Arsenio, Victim Services Niagara**

Presented for information.

2. **Report on Trustee Conferences Attended**

Nil

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

Director Crocco noted the following plans for future action are on target for presentation and discussion at the May Committee of the Whole for consideration;

An Executive summary of the Grants for Student Needs 2017-2018;

A summary of all feedback received during the January to April, 2017 consultation on recommendations for the Design of System Priorities and the Annual Balanced Budget for 2017-2018 and;

A draft of the System Priorities 2017-2018.

4. **Trustee Information**

4.1 **Spotlight on Niagara Catholic – April 4, 2017**

Director Crocco highlighted the April 4, 2017 Spotlight on Niagara Catholic.

#### **4.2 Calendar of Events – May 2017**

Director Crocco reviewed the Calendar of Events - May, 2017 for Trustees information.

Director Crocco asked Trustees to please confirm their attendance with Anna Pisano for recognition by the chair, participation and where appropriate confirming attendance for dinner at the following events;

May 1, 2017 – Catch the Spirit at Blessed Trinity Catholic Secondary School – 7:00 p.m.

May 5, 2017 – Distinguished Alumni Award Luncheon at the Catholic Education Centre – 11.30 a.m.

May 18, 2017 – Annual Graduation Celebration at the Gale Centre – 10:00 a.m.

May 18, 2017 – Partners in Catholic Education at the Americana – 5:30 p.m.

May 25, 2017 – Catholic Education Congress – Festival of Faith at Saint Michael Catholic High School with Bishop Bergie.

May 29, 2017 – Special Board Meeting for ARC Public Input through Delegations at Monsignor Clancy Catholic Elementary School – 7:00 p.m.

#### **4.3 OCSTA – AGM Resolutions Procedures**

Director Crocco highlighted the OCSTA AGM Resolutions Procedures memorandum.

#### **4.4 OCSTA Information – April 7 & 13, 2017**

Director Crocco highlighted the OCSTA Information of April 7 and 13, 2017 for information.

#### **4.5 OCSTA – Topics for Discussion at Regional Meetings During AGM/Conference**

Director Crocco shared the OCSTA Topics for Discussion at Regional Meetings during AGM/Conference memorandum.

#### **4.6 OCSTA – 2017-2018 Grants for Students Needs Announcements**

Director Crocco highlighted the OCSTA 2017-2018 Grants for Students Needs Announcements.

Director Crocco provided additional information on the Institute for Catholic Education's province wide Renewing the Promise Symposium on November 14 and 15, 2017. Director Crocco will provide all Trustees with a memo outlining the consultation process and the three questions for input on Renewing the Promise by May 19, 2017.

The Institute for Catholic Education has asked that local teams attend and be represented.

#### **5. Open Question Period**

None Submitted



## **E. NOTICES OF MOTION**

### **1. Surveying Staff, Parents and Pastors**

In accordance with the Board Bylaws Item 21, Section xiii (c), the Notice of Motion will be presented to the May 23, 2017 Board Meeting.

## **F. BUSINESS IN CAMERA**

Moved by Trustee Vernal

Seconded by Trustee Charbonneau

**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 7:45 p.m. and reconvened at 8:18 p.m.

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

Moved by Trustee Fera

Seconded by Trustee Vernal

**THAT** the Niagara Catholic District School Board report the motions from the In Camera Session of the Board Meeting of April 25, 2017.

**CARRIED**

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

Moved by Trustee Burtnik

Seconded by Trustee O'Leary

**THAT** the Niagara Catholic District School Board approve the Minutes of the In Camera Session of the Board Meeting - SECTION A: Student Trustees Present of March 28, 2017, as presented.

**CARRIED (Item F1)**

Moved by Trustee Burtnik

Seconded by Trustee O'Leary

**THAT** the Niagara Catholic District School Board receive the unapproved Minutes of the In Camera Session of the Committee of the Whole Meeting - SECTION A: Student Trustees Present of April 4, 2017, as presented.

**CARRIED (Item F2)**

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

Moved by Trustee Burtnik

Seconded by Trustee O'Leary

**THAT** the Niagara Catholic District School Board approve the Minutes of the In Camera Session of the Board Meeting - SECTION B: Student Trustees Excluded of March 22, 2017, as presented.

**CARRIED (Item F4.1)**

Moved by Trustee Burtnik

Seconded by Trustee O'Leary

**THAT** the Niagara Catholic District School Board approve the Minutes of the In Camera Session of the Board Meeting - SECTION B: Student Trustees Excluded of March 24, 2017, as presented.

**CARRIED (Item F4.2)**

Moved by Trustee Burtnik

Seconded by Trustee O'Leary

**THAT** the Niagara Catholic District School Board approve the Minutes of the In Camera Session of the Board Meeting - SECTION B: Student Trustees Excluded of March 28, 2017, as presented.

**CARRIED (Item F4.3)**

Moved by Trustee Burtnik

Seconded by Trustee O'Leary

**THAT** the Niagara Catholic District School Board receive the unapproved Minutes of the In Camera Session of the Committee of the Whole Meeting - SECTION B: Student Trustees Excluded of April 4, 2017, as presented.

**CARRIED (Item F5)**

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

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

## **J. ADJOURNMENT**

Moved by Trustee Vernal

Seconded by Trustee O'Leary

**THAT** the April 25, 2017 meeting of the Niagara Catholic District School Board be adjourned.

**CARRIED**

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

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Minutes of the Meeting of the Niagara Catholic District School Board held on **April 25, 2017**.

Approved on **May 23, 2017**.

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Fr. Paul MacNeil  
Chair of the Board

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John Crocco  
Director of Education/Secretary -Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
MAY 23, 2017**

***PUBLIC SESSION***

**TITLE: MINUTES OF THE SPECIAL BOARD MEETING OF  
MAY 9, 2017**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the Minutes of the Special Board Meeting of May 9, 2017, as presented.



# MINUTES OF THE SPECIAL BOARD MEETING

**TUESDAY MAY 9, 2017**

Minutes of the Special Meeting of the Niagara Catholic District School Board, held on May 9, 2017 at 9:00 p.m. in the Father Kenneth Burns c.s.c Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

The meeting was called to order at 9:47 p.m. by Vice-Chair Burtnik for Chair MacNeil.

## A. ROUTINE MATTERS

### 1. Opening Prayer

Opening Prayer were led by Trustee Vernal.

### 2. Roll Call

Vice-Chair Burtnik noted that Chair MacNeil was excused. Vice-Chair Burtnik chaired the Special Board Meeting for Chair MacNeil.

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

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; **Anna Pisano**, Recording Secretary/Administrative Assistant, Corporate Services & Communications.

**3. Approval of the Agenda**

Moved by Trustee Charbonneau

Seconded by Trustee O'Leary

**THAT** the Niagara Catholic District School Board approve the Agenda of the Special Board Meeting of May 9, 2017, as presented.

**CARRIED**

**4. Disclosure of Interest**

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

**B. BUSINESS IN CAMERA**

Moved by Trustee Vernal

Seconded by Trustee Sicoli

**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 Special Board Meeting at 9:48 p.m. and reconvened at 9:49 p.m.

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

Moved by Trustee O'Leary

Seconded by Trustee Charbonneau

**THAT** the Committee of the Whole report the motions from the In Camera Session of the Special Board Meeting of May 9, 2017.

**CARRIED**

Moved by Trustee Vernal

Seconded by Trustee Sicoli

**THAT** the Niagara Catholic District School Board approve the recommendation as outlined in Item B1 of the In Camera Agenda.

**CARRIED (Item B1)**

**D. MOMENT OF SILENT REFLECTION FOR LIFE**

**E. ADJOURNMENT**

Moved by Trustee Fera

Seconded by Trustee Charbonneau

**THAT** the May 9, 2017 Special Meeting of the Niagara Catholic District School Board be adjourned.

**CARRIED**

This meeting was adjourned at 9:50 p.m.

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Minutes of the Special Meeting of the Niagara Catholic District School Board held on **May 9, 2017**.

Approved on the **May 23, 2017**.

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Kathy Burtnik  
Vice-Chair of the Board

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John Crocco  
Director of Education/Secretary -Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
MAY 23, 2017**

***PUBLIC SESSION***

**TOPIC: UNAPPROVED MINUTES OF THE COMMITTEE OF THE  
WHOLE MEETING OF MAY 9, 2017**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board receive the unapproved Minutes of the Committee of the Whole Meeting of May 9, 2017, as presented.

The following recommendations are being presented for the Board's consideration from the Committee of the Whole Meeting of May 9, 2017:

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

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

**6.1.2 Employee Workplace Harassment Policy (201.7)**

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

**6.1.3 Employee Workplace Violence Policy (201.11)**

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

**6.1.4 Occupational Health and Safety Policy (201.6)**

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

**6.1.5 Niagara Catholic System Priorities 2017-2018**

**THAT** the Niagara Catholic District School Board approve the Niagara Catholic System Priorities 2017-2018, as discussed.





# MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

## TUESDAY, MAY 9, 2017

Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, May, 2017 in the Father Kenneth Burns c.s.c. 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 Burtnik.

### A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayer was led by Trustee Vernal

2. Roll Call

Vice-Chair Burtnik noted that Chair MacNeil was excused, Trustee Nieuwesteeg will be late and Trustee Charbonneau was present electronically.

Trustee	Present	Present Electronically	Absent	Excused
Kathy Burtnik	✓			
Maurice Charbonneau		✓		
Frank Fera	✓			
Fr. Paul MacNeil				✓
Ed Nieuwesteeg	✓			
Ted O'Leary	✓			
Dino Sicoli	✓			
Pat Vernal	✓			
<b>Student Trustees</b>				
Kira Petriello	✓			
Nico Tripodi	✓			

The following staff were in attendance:

**John Crocco**, Director of Education; **Yolanda Baldasaro**, **Ted Farrell**, **Lee Ann Forsyth-Sells**, **Frank Iannantuono**, **Mark Lefebvre**, Superintendents of Education; **Giancarlo Vetrone**, Superintendent of Business & Financial Services; **Scott Whitwell**, Controller of Facilities Services; **Anna Pisano**, Recording Secretary/Administrative Assistant, Corporate Services & Communications

3. **Approval of the Agenda**

Moved by Trustee Fera

**THAT** the Committee of the Whole approve the Agenda of the Committee of the Whole Meeting of May 9, 2017, as presented.

**CARRIED**

4. **Declaration of Conflict of Interest**

No Declaration of Conflict of Interest was declared with any items on the Agenda.

5. **Approval of Minutes of the Committee of the Whole Meeting of April 4, 2017**

Moved by Trustee Vernal

**THAT** the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of April 4, 2017, as presented.

**CARRIED**

6. **Consent Agenda Items**

6.1 **Unapproved Minutes of the Policy Committee Meeting of April 25, 2017**

**THAT** the Committee of the Whole receive the Unapproved Minutes of the Policy Committee Meeting of April 25, 2017, as presented.

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

**THAT** the Policy Committee recommend to the Committee of the Whole approval of the Monthly Financial Reports Policy (600.3), as presented.

6.3 **Employee Workplace Harassment Policy (201.7)**

**THAT** the Policy Committee recommend to the Committee of the Whole approval of the Employee Workplace Harassment Policy (201.7), as presented.

6.4 **Employee Workplace Violence Policy (201.11)**

**THAT** the Policy Committee recommend to the Committee of the Whole approval of the Employee Workplace Violence Policy (201.11), as presented.

6.5 **Occupational Health & Safety Policy (201.6)**

**THAT** the Policy Committee recommend to the Committee of the Whole approval of the Occupational Health & Safety Policy (201.6), as presented.

6.6 **Staff Development Department Professional Development Opportunities**

Presented for information.

**6.7 Capital Projects Update**

Presented for information.

**6.8 In Camera Items F1 and F3**

Moved by Trustee Sicoli

**THAT** the Committee of the Whole adopt consent agenda items.

**CARRIED**

**B. PRESENTATIONS**

Nil

**C. COMMITTEE AND STAFF REPORTS**

**1. Committee of the Whole System Priorities and Budget 2016-2017 Update**

Director Crocco along with Senior Administrative Council presented the monthly System Priorities and Budget 2016-2017 Update.

Director Crocco and Senior Administrative Council answered questions of Trustees.

Trustee Nieuwesteeg entered the meeting at this time.

**2. Executive Summary of the Grants for Student Needs 2017-2018**

Giancarlo Vetrone, Superintendent of Business & Financial Services presented the Grants for Student Needs 2017-2018 report for Trustee information.

Superintendent Vetrone answered questions of Trustees.

**3. Niagara Catholic System Priorities 2017-2018**

Director Crocco along with Senior Administrative Council presented the System Priorities 2017-2018 report.

Director Crocco, Senior Administrative Council and Trustees engaged in dialogue throughout the presentation.

Suggestions and recommendations by Trustees were incorporated into the Niagara Catholic System Priorities 2017-2018.

Moved by Trustee Fera

**THAT** the Committee of the Whole recommends to the Niagara Catholic District School Board the approval of the Niagara Catholic System Priorities 2017-2018, as discussed.

**CARRIED**

4. **Interim Final Staff Report for the Monsignor Clancy Catholic Elementary School and St. Charles Catholic Elementary School Modified Pupil Accommodation Review**

Ted Farrell, Superintendent of Education along with Kathy Levinski, Administrator of Facilities Services presented the Interim Final Staff Report for the Monsignor Clancy Catholic Elementary School and St. Charles Catholic Elementary School Modified Pupil Accommodation Review for information.

Superintendent Farrell answered questions of Trustees.

5. **Monthly Updates**

5.1 **Student Trustees' Update**

Kira Petriello and Nico Tripodi, Student Trustees, presented a brief verbal update on the current activities of the Student Senate.

5.2 **Senior Staff Good News Update**

Senior Staff highlights included:

**Superintendent Farrell**

- St. Alfred Eagles and St. Ann Stallions competed in the VEX Robotics event and won gold medals in their respective categories. The Eagles topped the category for students in Grades 4-6, while the Stallions won gold for Grade 7 and 8 competitors.
- St. Alexander Catholic Elementary School "Nurdles" came first at the Regional Lego Robotics Competition in St. Catharines and received the Champion's Award at the Ontario Innovation competition in Toronto. They are nominated to present at the Global Innovation Award in Washington DC. Their Bee Hydration Station invention is currently being pursued for a patent by a local company.

**Superintendent Lefebvre**

- On May 1 & 2, 2017, students who placed gold at the Niagara Catholic District School Board's Technological Skills Competition competed at the Ontario Technological Skills Competition at the Toronto Congress Centre. Our students did exceptionally well. Congratulations to Hunter Spicer from Saint Paul Catholic High School and Nicholas Ierfino from Saint Michael Catholic High School, who will compete at the Skills Canada National Competition which will take place at the RBC Convention Centre in Winnipeg, from May 31 to June 3, 2017.

**Superintendent Baldasaro**

- Malcolm VanDenHurk and Noah Ferguson, two Grade 10 students from Blessed Trinity Catholic Secondary School, scored in the top 15% Canada wide in this year's Michael Smith Science Challenge, a contest sponsored by the University of British Columbia as part of the university's Physics and Astronomy Outreach. This national competition is named after Nobel Prize Canadian scientist Michael Smith, emphasizes logical and creative thinking, and covers material in the science curriculum common to all Canadian provinces.
- Chris Zhao, another Blessed Trinity Catholic Secondary School student, scored 45th out of 1957 participants who wrote world-wide the University of Waterloo Sir Isaac Newton Grade 12 Physics contest, scoring in the 97.7<sup>th</sup> percentile.

**Director Crocco**

- Five Niagara Catholic District School Board Alumni were recognized with a Distinguished Alumni Award on May 5, 2017. This year's five award recipients were athlete Bruno Agostinelli, which was presented posthumously, author Christine Dernerlanden, scientist Philip Eles, author and filmmaker Laura Rietveld, and military commander John Zorz. The luncheon was presented by Chef Begin and the culinary students of Notre Dame College School. The Notre Dame College Jazz Band performed during the annual event.

**D. INFORMATION**

**1. Trustee Information**

**1.1 Spotlight on Niagara Catholic – April 25, 2017**

Director Crocco highlighted the Spotlight on Niagara Catholic – April 25, 2017 issue for Trustees information.

**1.2 Calendar of Events – May 2017**

Director Crocco presented the May 2017 Calendar of Events for Trustees information and noted the following events;

May 18, 2017 – Annual Graduation Celebration at the Gale Centre, Niagara Falls at 10:00 a.m.

May 18, 2017 – Partners in Catholic Education at the Americana Conference Resort, Niagara Falls at 5:30 p.m.

May 25, 2017 – Catholic Education Congress – Festival of Faith at Saint Michael Catholic High School at 4:00 p.m. and if any Trustees are interested in playing soccer to let Anna Pisano know.

May 29, 2017 – Special Board Meeting at Monsignor Clancy Catholic Elementary School at 7:00 p.m.

**1.3 OCSTA Information – April 21 & 28, 2017**

Director Crocco highlighted the April 21 & 28, 2017 information provided by OCSTA from Enterprise Canada.

**1.4 Renewing the Promise Symposium**

Director Crocco reminded Trustees of the memo sent to all Trustees, all staff and all partners inviting participation, consultation and engagement in the Renewing the Promise Symposium. Director Crocco noted the May 19, 2017 deadline to provide comments.

Director Crocco provided an update on the media coverage of Carousel Players and the decision to cancel the four remaining performances as the content of the play was not age appropriate for a predominantly primary student audience and went beyond the description of the play.

Moved by Trustee O'Leary

**THAT** the Niagara Catholic District School Board extend the meeting.

**CARRIED**

## **E. OTHER BUSINESS**

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

- 1.1 Director Crocco announced that with the Special Board meeting on May 29, 2017 for the consolidation of Monsignor Clancy Catholic Elementary School and St. Charles Catholic Elementary School a final decision will be brought forward at the June Board meeting for the consideration of the Board.
- 1.2 Director Crocco informed the Board of the continued design of the Balanced Budget for 2017-2018 for presentation at the May Board meeting.
- 1.3 Director Crocco reminded Trustees of the 3:30 p.m. start time for the May 23, 2017 Policy meeting, the Design of Budget 2017-2018 at 4:30 p.m., dinner at 6:00 and Board Meeting at 7:00 p.m.

## **F. BUSINESS IN CAMERA**

Moved by Trustee O'Leary

**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 9:42 p.m. and reconvened at 9:46 p.m.

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

Moved by Trustee Sicoli

**THAT** the Committee of the Whole report the motions from the In Camera Session of the Committee of the Whole Meeting of May 9, 2017.

**CARRIED**

### **SECTION A: STUDENT TRUSTEES INCLUDED**

Moved by Trustee Sicoli

**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 April 4, 2017, as presented.

**CARRIED (Item F1)**

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

Moved by Trustee Sicoli

**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 April 4, 2017, as presented.

**CARRIED (Item F3)**

Moved by Trustee Fera

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the recommendation as outlined in Item F6 of the In Camera Agenda.

**CARRIED (Item F6)**

## **H. ADJOURNMENT**

Moved by Trustee Vernal

**THAT** the May 9, 2017 Committee of the Whole Meeting be adjourned.

**CARRIED**

This meeting was adjourned at 9:46 p.m.

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Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **May 9, 2017.**

Approved on **June 13, 2017.**

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Kathy Burtnik  
Vice-Chair of the Board

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John Crocco  
Director of Education/Secretary -Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
MAY 23, 2017**

***PUBLIC SESSION***

**TOPIC: MONTHLY FINANCIAL REPORTS POLICY (600.3)**

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**RECOMMENDATION**

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

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Prepared by: Giancarlo Vetrone, Superintendent of Business & Financial Services  
Presented by: Policy Committee  
Recommended by: Committee of the Whole  
Date: May 23, 2017





Niagara Catholic District School Board

## **INTERNAL FINANCIAL MANAGEMENT REPORTING POLICY**

### STATEMENT OF POLICY

600 – Business Services

Policy No 600.3

Adopted Date: March 31, 1998

Latest Reviewed/Revised Date: June 15, 2010

In Keeping with the Mission, Vision and Values of the Niagara Catholic District School Board the Board recognizes a commitment to maintain a high level of fiscal responsibility and financial accountability. The Niagara Catholic District School Board will ensure effective internal reporting through adhering to generally accepted accounting principles, effective business practices and all applicable provincial statutes and regulations. The Superintendent of Business and Financial Services will maintain comprehensive operational procedures and internal controls to guide and safeguard the Board's capital and operating resources.

The internal financial management reports will continue to ensure fiscal responsibility and transparency. In any given reporting period when revenue shortfalls or unforeseen expenditures arise internal reporting to the Board will be reflected of these changes. Where applicable, a number of strategic alternatives shall be identified to minimize Niagara Catholic District School Board's financial risk including, but not limited to, a reallocation of resources and spending constraints.

Monthly financial reporting shall be distributed to the respective Administrators to enable them to monitor and manage their annual operating budget.

At monthly meetings of the Niagara Catholic District School Board, the Superintendent of Business and Financial Services will provide a Financial Report as of the end of each month. This monthly financial reporting is in compliance with the requirements of the Education Act.

#### References:

- Education Statutes and Regulations of Ontario

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
MAY 23, 2017**

***PUBLIC SESSION***

**TOPIC: EMPLOYEE WORKPLACE HARASSMENT POLICY (201.7)**

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**RECOMMENDATION**

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

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Prepared by: Frank Iannantuono, Superintendent of Education/Human Resources  
Presented by: Policy Committee  
Recommended by: Committee of the Whole  
Date: May 23, 2017



Niagara Catholic District School Board

## **EMPLOYEE WORKPLACE HARASSMENT POLICY**

### STATEMENT OF POLICY

200 – Human Resources

Policy No 201.7

Adopted Date: March 26, 2002

Latest Reviewed/Revised Date: June 21, 2016

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 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 procedures 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 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 procedures for the implementation of this policy.

#### **References:**

- [\*\*Municipal Freedom of Information and Protection of Privacy Act\*\*](#)
- [\*\*Occupational Health & Safety Act \(December 2009\) Bill 13\*\*](#)
- [\*\*Bill 132: Sexual Violence and Harassment Action Plan Act\*\*](#)
- [\*\*Ontario Human Rights Code 1990\*\*](#)
- [\*\*Teaching Profession Act\*\*](#)
- [\*\*Safe Schools Act 2012\*\*](#)
- [\*\*Niagara Catholic District School Board Policies/Procedures\*\*](#)
  - [\*\*Workplace Violence Policy \(201.11\)\*\*](#)
  - [\*\*Trustee Code of Conduct\*\*](#)
  - [\*\*Complaint Resolution Policy\*\*](#)
  - [\*\*Family and Children Services Niagara \(FACS\) Protocol\*\*](#)
  - [\*\*Protocol Between Niagara Region Police Service and the Niagara Catholic District School Board\*\*](#)



## **EMPLOYEE WORKPLACE HARASSMENT POLICY**

### ADMINISTRATIVE PROCEDURES

Adopted Date: March 26, 2002

Latest Reviewed/Revised Date: June 21, 2016

The expected duties of a supervisor of the Niagara Catholic District School Board are comprised of but not limited to the responsibilities of training, evaluating, counselling, supervising and disciplining when warranted. These duties in itself do not constitute harassment.

### **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 be known to be unwelcome or, workplace sexual harassment

### **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.
- engaging in a course of vexatious comment or conduct against a worker in a workplace because of sex, sexual orientation, gender identity or gender expression, where the course of comment or conduct is known or ought reasonably to be known to be unwelcome, or
- making a sexual solicitation or advance where the person making the solicitation or advance is in a position to confer, grant or deny a benefit or advancement to the worker and the person knows or ought reasonably to know that the solicitation or advance is unwelcome

### **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.

**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 three (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 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. 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 of Education. The Director of Education may elect 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 of Education.
- Should the Director of Education choose to investigate the matter through the Director of Education's office the Director of Education 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) working days of the decision by the Supervisor. The Director of Education will hold a meeting with both parties.
- After a meeting with the Director of Education 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 of Education 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 Chair 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 of Education will refer the issue to the Chair of the Board after conducting an informal investigation in order to assess merit.
- If the complaint is against the Chair, the Director of Education will refer the issue to the Vice- 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 of the accused. 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 of Education 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 of Education and/or delegate 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 complaints 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, in consultation with the appropriate Supervisory Officer and/or Controller of Facilities Services, 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 procedures or regulations as set out in the Police Protocol section of the Safe Schools Policy (302.6) as well as the FACS Protocol.
- All principals/supervisors shall make all employees aware of this policy as well as the Employee Assistance Program (EAP).
- 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  
MAY 23, 2017**

***PUBLIC SESSION***

**TOPIC: EMPLOYEE WORKPLACE VIOLENCE POLICY (201.11)**

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**RECOMMENDATION**

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

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Prepared by: Frank Iannantuono, Superintendent of Education/Human Resources  
Presented by: Policy Committee  
Recommended by: Committee of the Whole  
Date: May 23, 2017





Niagara Catholic District School Board

## **EMPLOYEE WORKPLACE VIOLENCE POLICY**

### STATEMENT OF POLICY

200 – Human Resources

Policy No 201.11

Adopted Date: March 26, 2002

Latest Reviewed/Revised Date: June 21, 2016

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.

In accordance with current legislation in the Province of Ontario, 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 to the employees.

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 of 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 Procedures for the implementation of this policy.

#### ***References***

- [\*\*\*Bill 168: Occupational Health and Safety Amendment Act \(Violence and Harassment in the Workplace\) 2009\*\*\*](#)
- [\*\*\*Human Rights Code\*\*\*](#)
- [\*\*\*Municipal Freedom of Information and Protection of Privacy Act\*\*\*](#)
- [\*\*\*Occupational Health & Safety Act \(December 2009\)\*\*\*](#)
- [\*\*\*Niagara Catholic District School Board Policies/Procedures\*\*\*
  - \[\\*\\*\\*Employee Workplace Harassment Policy \\(201.7\\)\\*\\*\\*\]\(#\)](#)



Niagara Catholic District School Board

## **EMPLOYEE WORKPLACE VIOLENCE POLICY**

### ADMINISTRATIVE PROCEDURES

200 – Human Resources

Policy No 201.11

Adopted Date: March 26, 2002

Latest Reviewed/Revised Date: June 21, 2016

**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 an 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.
- “worker” means any of the following
  - A person who performs work or supplies services for monetary compensation.
  - A secondary school student who performs work or supplies services for no monetary compensation under a work experience program authorized by the school board that operates the school in which the student is enrolled
  - A person who performs work or supplies services for no monetary compensation under a program approved by a college of applied arts and technology, university or other post-secondary institution.
  - A person who receives training from an employer, but who, under the Employment Standards Act, 2000, is not an employee for the purposes of that Act because the conditions set out in subsection 1 (2) of that Act have been met.
  - Such other persons as may be prescribed who perform work or supply services to an employer for no monetary compensation;

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

The Employee Workplace Violence Policy and Administrative Procedures shall be posted in a in a specific area, at the Health and Safety Station, 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 Facilities Services.
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 procedures 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 *Niagara Catholic Violent Incident Form*, resulting from the investigation will be forwarded to the Senior Administrator of Human Resources with a copy to the appropriate Superintendent or Controller of Facilities Services. A copy of the *Niagara Catholic 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 Facilities Services 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 against 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 (2) 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 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 Workplace Violence Survey will be conducted as often as necessary in order to monitor employee input on assessments and the provision necessary information to employees.

The employer will provide for a risk assessment in relation to workplace violence having regard to the nature of the workplace, the type of work, working conditions, circumstances that would be common to similar workplaces and circumstances particular to that workplace. The results of the risk assessment must be provided to the joint health and safety committee or the health and safety representative, or, if none exists, to the workers themselves. Risk assessment must be performed as often as necessary.

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. In the absence of 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. Although the Board is not required to file a written report the Board will nevertheless file a written report.

The JHSC, the health and safety representative and the union(s) shall be notified within four (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  
MAY 23, 2017**

***PUBLIC SESSION***

**TOPIC: OCCUPATIONAL HEALTH AND SAFETY POLICY (201.6)**

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**RECOMMENDATION**

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

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Prepared by: Frank Iannantuono, Superintendent of Education/Human Resources  
Presented by: Policy Committee  
Recommended by: Committee of the Whole  
Date: May 23, 2017



Niagara Catholic District School Board  
**OCCUPATIONAL HEALTH & SAFETY POLICY**  
STATEMENT OF POLICY

200 – Human Resources

Policy No 201.6

Adopted Date: January 29, 2002

Latest Reviewed/Revised Date: June 21, 2016

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 Director of Education shall issue Administrative Procedures for the implementation of this Policy.

**Reference**

- [\*Occupational Health and Safety Act and Regulations for Industrial Establishments, R.S.O. 2001, Chapter 0.1\*](#)
- *Niagara Catholic District School Board Policies/Procedures*
  - [\*Employee Workplace Violence Policy 201.11\*](#)



Niagara Catholic District School Board  
**OCCUPATIONAL HEALTH & SAFETY POLICY**  
ADMINISTRATIVE PROCEDURES

200 – Human Resources

Policy No 201.6

Adopted Date: January 29, 2002

Latest Reviewed/Revised Date: June 21, 2016

The Employer through the supervisor has a responsibility for the safety of employees who report to them 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 Employer 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 Employer, or legislation, requires to be used or worn; to report to their supervisor, the absence or defect in any equipment or protective device of which they are aware and which may endanger them or another worker; to report to their supervisor any hazard or potential hazard, within the Board's jurisdiction, of which they are aware.

All parties employed within or contracted by the Employer 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.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
MAY 23, 2017**

***PUBLIC SESSION***

**TOPIC: NIAGARA CATHOLIC SYSTEM PRIORITIES 2017-2018**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve The Niagara Catholic System Priorities 2017-2017, as discussed.

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Prepared by: Senior Administrative Council

Presented by: Senior Administrative Council

Recommended by: Committee of the Whole

Date: May 23, 2017





NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

## REPORT TO THE COMMITTEE OF THE WHOLE MEETING MAY 9, 2017

### NIAGARA CATHOLIC SYSTEM PRIORITIES 2017-2018

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#### BACKGROUND INFORMATION

Commencing at the January 17, 2017 Committee of the Whole Meeting, the Director of Education, the Superintendent of Business and Financial Services and members of Senior Administrative Council commenced monthly information reports to the Committee of the Whole Meetings on the Design of the System Priorities and Annual Board Budget 2017-2018 for ongoing discussion, input and recommendations.

The monthly information reports provided opportunities for the Director of Education and Senior Administrative Council to engage in dialogue with the Committee of the Whole towards the design and consideration of a recommendation for the approval of the System Priorities 2017-2018 at the May 9, 2017 Committee of the Whole Meeting. Simultaneously, Senior Administrative Council continues to build the 2017-2018 Budget to achieve the System Priorities 2017-2018 and meet all of the legislated requirements of the *Education Act* and the Ministry of Education Grants for Student Needs (GSN) funding allocations.

At the May 23, 2017 Board Meeting, the Director of Education, the Superintendent of Business and Financial Services and Senior Administrative Council will present a balanced Board Budget 2017-2018 for the consideration of the Board towards a recommendation for approval at the June 20, 2017 Board Meeting.

As noted in each monthly report to the Committee of the Whole, the annual System Priorities and balanced annual Board Budget will be in alignment with the Board's Vision 2020 Strategic Plan, Mission, Vision and Values, the two Niagara Catholic Strategic Directions and the four current goals of the Ministry of Education's *Achieving Excellence: A Renewed Vision for Education in Ontario*.

As approved by the Board on January 31, 2017, the Director of Education, the Superintendent of Business and Financial Services and Senior Administrative Council continue to be committed to two fundamental principles in preparing the 2017-2018 System Priorities and balanced Board Budget. The two principles are:

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

In preparing the recommendations for the 2017-2018 System Priorities and balanced Board Budget for the consideration of the Committee of the Whole and Board, the Director of Education, Superintendent of Business and Financial Services and Senior Administrative Council continually monitor and review a variety of Niagara data and information. The data includes demographics, economic and employment statistics and trends; current and projected enrolment in elementary, secondary and continuing education schools; provincial educational directions; provincial Grants for Student Needs (GSN), Educational Funding Other (EPO) grants and capital funding of district school boards.

### **System Priorities and Annual Budget 2017-2018 Consultation & Decision Making Process**

As part of the design, consultation and decision making process, the Director of Education, the Superintendent of Business and Financial Services and members of Senior Administrative Council engaged, updated and informed, through reports, the January, February, March and April 2017 Committee of the Whole Meetings.

In addition to the continued dialogue with the Committee of the Whole, the Director of Education and Senior Administrative Council participated and provided opportunities for extensive discussion with the following leadership groups, committees, councils and educational partners for input and recommendations in the design of the System Priorities and balanced Board Budget 2017-2018 for the consideration of the May 2017 Committee of the Whole and Board.

The Consultation and Decision Making Process towards finalizing the System Priorities and the balanced Board Budget for 2017-2018 invited the following:

Continuous consultation, discussion and recommendations from:

- ❖ Senior Administrative Council
- ❖ Trustees at Committee of the Whole Meetings
- ❖ Principals at Director's Meetings
- ❖ Family of Schools Meetings
- ❖ Secondary Principals Meetings
- ❖ Academic Council
- ❖ Elementary and Secondary Curriculum Councils
- ❖ Secondary Management Council Meetings
- ❖ School and Catholic Education Centre Staff Meetings

Presentations and an invitation to provide recommendations were made to:

- ❖ Student Senates - Elementary and Secondary
- ❖ Catholic School Councils
- ❖ Special Education Advisory Council (SEAC)
- ❖ Niagara Catholic Parent Involvement Committee (NCPIC)
- ❖ Niagara Catholic Alliance Committee (NCAC)
- ❖ OECTA - Niagara Elementary Unit President
- ❖ OECTA - Niagara Secondary Unit President
- ❖ CUPE 1317 President

As part of our open and transparent process, a summary copy of all the feedback received during the extensive consultation on the design of the System Priorities and Budget 2017-2018 is provided. In reviewing the feedback, many recommendations were provided for consideration, both at the strategic system priority "what" level and at the implementation action "how" level. (Appendix A)

### **System Priority 2017-2018 Consultation Themes**

In listening and reviewing all of the feedback provided during the four month consultation process, the following system priority themes emerged for consideration in designing both the System Priorities and annual Balanced Budget 2017-2018:

- Conduct a climate survey
- Improve communication
- Professional development plan
- Budget / resource allocations
- Staffing and allocation of services
- Stronger partnerships
- School renovation / renewal plan
- Increase enrolment and retention
- Implementation of specific student achievement programs, policies and documents
- Early identification tool for Kindergarten
- Engage community resources
- Promote elementary and secondary schools as hubs and with parents

### **System Priorities 2017-2018**

Rooted in achieving the expectations and outcomes of the Board approved Niagara Catholic Vision 2020 Strategic Plan, the Ministry of Education *Achieving Excellence* document and building on the 2016-2017 System Priorities, the Enabling Strategies of the Board's Vision 2020 Strategic Plan continue to provide focused system priority initiatives for 2017-2018 to achieve the Board's two Strategic Directions within its Vision 2020 Strategic Plan to:

- ✓ Build Strong Catholic Identity and Community to Nurture the Distinctiveness of Catholic Education
- ✓ Advance Student Achievement for All

At the May 9, 2017 Committee of the Whole Meeting, Senior Administrative Council will provide background information on each recommended System Priority, the working plan to operationalize each System Priority and the evidence to monitor the implementation of each System Priority for 2017-2018 for the consideration of the Committee of the Whole. (Appendix B)

Each System Priority will be accounted for in the balanced Board Budget 2017-2018 within the funding provided in the 2017-2018 Grants for Student Needs.

Once approved by the Board, a copy of the Niagara Catholic System Priorities 2017-2018 will be provided to all Principals, Vice-Principals, Administrators, Bishop Bergie and the Diocese of St. Catharines, the Special Education Advisory Council, Catholic School Councils, the Niagara Catholic Parent Involvement Committee and the Alliance Committee. A poster size copy of the 2017-2018 System Priorities will be placed in a public location in all schools, Board sites and the Catholic Education Centre for review by students, staff, parents and guests to Niagara Catholic. A copy will also be placed on the Board, My Niagara Catholic, My Niagara Catholic Alumni and My Niagara Catholic Trustee websites.

As we began in September 2016, throughout 2017-2018, Senior Administrative Council will continue to provide updates at each Committee of the Whole Meetings with reports on the implementation of various initiatives in achieving the System Priorities 2017-2018.

As has been provided annually since 2010, a Mid-Year Progress Review of the System Priorities 2017-2018 will be presented at the January 2018 Board Meeting. A Niagara Catholic System Priorities 2017-2018 Achievement Report will be presented at the September 2018 Board Meeting.

In achieving the Board approved timeline to present the System Priorities 2017-2018 at the May 9, 2017 Committee of the Whole Meeting and having given full consideration of all input and recommendations provided through the extensive consultation process, the Niagara Catholic System Priorities 2017-2018 are presented to the Committee of the Whole for its consideration, discussion and approval. (Appendix C)

A visual presentation will be presented as part of this report.

*Appendix A – Design of the System Priority and Balanced Budget 2017-2018 Consultation Feedback*

*Appendix B – Niagara Catholic System Priorities 2017-2018 Action Plan Working Document*

*Appendix C – Niagara Catholic System Priorities 2017-2018*

### RECOMMENDATION

**THAT** the Committee of the Whole recommends to the Niagara Catholic District School Board the approval of the Niagara Catholic System Priorities 2017-2018, as presented.

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Prepared by: Senior Administrative Council  
Presented by: Senior Administrative Council  
Recommended by: John Crocco, Director of Education, Secretary/Treasurer  
Date: May 9, 2017



## Design of System Priorities and Balanced Budget 2017-2018

### Consultation Feedback

- *Build Strong Catholic Identity and Community to Nurture the Distinctiveness of Catholic Education*
- *Advance Student Achievement for All*

#### Committee of the Whole – Trustees – Ongoing dialogue at each CW Meeting

- To increase enrolment and retention of students
- Put children first, resources, materials, budget
- Technology – pedagogy, student learning and culture – staff training through professional development
- Improve communication between the community, Board and Senior Staff
- Empower Principals and staff decision making
- Conduct a climate survey of students, staff and families
- Increase the public profile of the distinctiveness of Catholic education, character of Niagara Catholic, culture, uniqueness of environment through student eyes
- Improve brand awareness of the system as we prepare for post 2020 to 2030 by continuous and intentional regeneration
- Be inspirational

#### Senior Administrative Council – Ongoing dialogue at weekly SAC Meetings

##### **Provide Supports for Success**

- Enhance and revise alternative education programs, services and pathways for all students
- Increase student engagement and student voice in mental health awareness, promotion, and literacy, aligned with the Ministry of Education and Board’s Mental Health and Well- Being Strategies
- Monitor the implementation of the Secondary Assessment, Evaluation and Reporting Guide with secondary administrators and Program Chairs
- Administer School Climate surveys in schools to students, staff and parents and review results with Safe and Accepting Schools teams to address school needs
- Strengthen tiered model approach to refine processes for school level requests for services and programs

##### **Enhance Technology for Optimal Learning**

- Implement year two of the Technology Blueprint 2016-2020
- Reorganize Educational Technology Services positions to better reflect the scope of work and responsibility
  - Create a Manager of Data Center, Network and Core Services position
  - Create three Core Systems Technologist positions (CUPE positions open to current CT/ITAs)

### **Building Partnerships and Schools as Hubs**

- Enhance and develop interactive partnerships with community services
- Design and implement an Active School Travel Plan for all students
- Design and implement a School Renovation Plan 2017-2021
- Enhance the collaboration between the NCPIC and Catholic School Councils to improve student achievement and well-being

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

- Design and deliver professional learning sessions for school administrators on Maplewood tools, specifically Radar reports, to build data literacy
- Design and implement PI Leadership opportunities for the Human Resources and Business departments of the Board
- Design and deliver professional learning sessions for administrators on Collective Agreements
- Design and deliver professional learning sessions for Early Years Teams and Child and Youth Workers on ABA principles
- Provide professional learning sessions for administrators on the Pathstone Protocol, the Police Protocol and Suicide Protocol

### **Create Equity and Accessibility of Resources**

- Conduct a review of the criteria used in the allocation of resources to deliver approved programs, supports and services.

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

- Maintain financial stability through a balanced budget for 2017-2018

### **Address Changing Demographics**

- Design a Capital Plan 2017-2021
- Implement Year Two of the Long Term Accommodation Plan 2016-2021
  - Pupil Accommodation Review - St. Andrew/St. Augustine/St. Mary
  - French Immersion Relocation Consideration - Holy Name to Alexander Kuska
  - French Immersion Program Introduction Consideration - St. Michael

### **Principals at Director's Meeting**

#### **Provide Supports for Success**

- consider implementing specialists (rotary) for numeracy and literacy in Grades 7 and 8 and provide team teaching cohorts to bridge increases in student achievement from grade 6 to grade 9.
- expedite ARC Reviews in declining enrolment areas.
- Increase support for Mental Health at the elementary level (address issues earlier).
- Increase supports for communication with parents of ELL learners (more access to interpreters, etc.)
- Student Service central staff engaged more often and visible in schools so they have a better foundational understanding of the students they serve.
- mental health support for students-( more social workers) - increase funding for Home Instruction, e-learning
- minimize the amount of time away from school for Principals (Director's meetings after the school day 4-6pm)
- increase EA support at schools
- additional funds to clean up backlog of assessments;
- release time to build instructional capacity in teachers;
- TPA process - extend the 'review' portion of assisting teachers who are found to be unsatisfactory;

- Transportation and boundary changes - need to be convenient for families
- Consideration of teaching principals - eliminate them
- allocation of ERT's - numbers don't reflect the needs in the school
- CYW should reflect the needs of the school/need to be better prepared-equalization of services throughout the board ( family of school allocation including High Schools)
- Reinstatement of full time ERTs
- consider CYW daily in all elementary schools - mental health and wellness is a primary concern
- review the budget allocations to schools to respect diversity and local school needs - ie – economics
- Allocate appropriate funds to smaller schools (i.e. HC and SF) to assist in providing same co-curricular programs as larger schools (i.e. NDCS). Per pupil funding does not address that most programs exist regardless of population.
- refer to data from the Niagara region to support funding to the most needy schools -ie principals using up Consumable budgets to pay for necessities in schools
- if the PD is important so a staff member needs to leave the building during the school day - please consider providing supply coverage - internal coverage can be very challenging
- job embedded professional development in extended periods of times with opportunity for teacher reflection - build capacity between staff, students and administrators
- Reinstatement of Reading Recovery Program
- staff schools with a minimum of 1.0 FTE ERT to assist when other support staff (EAs) are lacking
- staff ERTS according to needs of schools not a 'magic' number
- increase in number of full time EAs - increase the hope that they can achieve a permanent position
- hire floating EAs - centralized - they have a permanent contract but can be assigned to different places on a daily basis depending on the needs of the system
- expand the portfolio of Library Technicians; provide training to Library Technicians to support classroom teachers with a diverse literacy program
- review and audit best practices and pedagogy since 2010 to ensure full implementation and provide appropriate professional development for teachers

### **Enhance Technology for Optimal Learning**

- provide a more equitable distribution of resources at schools (haves/have nots)
- equalization of all IT resources at all elementary schools
- provide a schedule for IT techs on a 5 day cycle to ensure consistent support
- provide a data collection program/site/platform for assessment and evaluation of inquiry in Kindergarten
- provide all schools with an equal amount of technology based on school size
- re-engage and leverage secondary school technology resources and re-consider the Innovation Centre
- increase funding for chromebook sets at secondary level.
- review Field Services Technologist schedules for more support in Secondary Schools.
- chromebook grant- What schools received the chromebooks?
- the goal of the library tech to include technical support - librarians need more tech training
- simplify the order process - be able to order when you need it or have funds, not only 4 times per year.

### **Building Partnerships and Schools as Hubs**

- Align community partnerships (ie Niagara College EA students) so that students are sent to schools that require additional supports
- continue to invite outside agencies to run programs after school for schools who need it.
- make experiential learning a higher priority with a higher profile - develop more contacts in the community.

- integrate services, design support that reflects the culture of particular schools, include local school liaison person that creates the hubs
- allow for a reserve to be put aside where Principals could bring in volunteers to help in the role of support staff when all resources have been exhausted and provide them a stipend
- create more after school opportunities for relationship building between the school community and the parish

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

- Create a pool of permanent EAs - they would be hired centrally and could be deployed to a different site daily depending on the needs of the system
- Build a stronger partnership with Niagara College and others to ensure we have access to their students (during and after schooling).
- Increased emphasis of wellness committee’s role in helping match the physical demands of specific job to the specific needs of pupils.

**Create Equity and Accessibility of Resources**

- examine school’s School Generated Funds when allocating centralized resources - some schools end up in a much better position to purchase additional items (technology, etc.), based on fundraising that they do at their school - more wealthy schools end up with more resources
- assistance with older schools who need to replace student desks that are aging and school budget leave little room to replace
- avoid ‘one size fits all’ allotment and distribution of resources
- invest/inject more funds for co-curricular activities in the smaller secondary schools who run the same activities but have far less funds to use.

**Ensure Responsible Fiscal and Operational Management**

- allow principals to disseminate all funds according to school needs - ie - Maintenance line - \$2000 allowed and included in total budget but in reality principals can’t touch this money, therefore it really shouldn’t be included in our total amounts allotted.
- ensure funds are spent improving the aesthetic features of our schools - especially aging ones - we are increasingly competing with new DSBN schools that look fantastic from the road - increase the curb appeal of our schools as well

**Address Changing Demographics**

- revisit boundaries to ensure schools are not overcrowded and to ‘fill up’ under crowded schools - more ARCs

Family of Schools Meetings – As scheduled by FOS Superintendents - *In Progress*

Elementary and Secondary Curriculum Councils – As scheduled by Program

Management Council Meetings – As scheduled in all secondary schools



## **Special Education Dept.**

### **Provide Supports for Success**

- Implement ABA strategies and Executive Function in the Secondary Classroom to support Learning for All, Knowing your Learner and Assessment “for” and “as” learning.
- Implement Executive Function and Works Systems in relation to self-regulation, organization, time management, planning and mental flexibility to support assessment, tiers of intervention and provincial reporting of learning skills from Growing Success.
- Support classroom teachers to be responsive, targeted and flexible to diverse student needs through three guiding questions:
  - i) What is the students’ most urgent learning need? (Knowing Your Learner)
  - ii) How do you know? (Conversations, Observations, Products, Data Collection)
  - iii) What are you going to do about it? (action plan with tiered interventions, strategies, collaboration and supports)
- Implementation of rich math tasks that support multiple mathematical competencies guided by the framework Mathematics Conversation Tool: Rich Tasks, Discourse, Learning Environment.

### **Enhance Technology for Optimal Learning**

- Continue job embedded professional learning opportunities on Google APPS to support targeted and purposeful use of technology to reduce learning gaps in receptive and expressive language, to support full accessibility to curriculum, to build new generation competencies and to support a collaborative culture of inquiry for all learners from all entry points.

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

- Review, update and revise both the content and medium of the Educational Resource Teacher Guide, and establish a cycle review of the guide.

## **Athletic Association Convener**

**Provide support for success** ...by continuing with NCAA/P.H.E support and adding **leads** from our 8 elementary areas to work with our 8 High School Program chairs. These elementary leads would assist their local schools with Athletics and P.H.E. curriculum. They would work with the NCAA/P.H.E. support person along with the Program Chair at our High Schools to improve Athletics and P.H.E. support at the Elementary level.

- These leads (could have stipends or release time) to assist Elementary Athletics and P.H.E.
- Curriculum delivery in their family of elementary schools.
- This will ensure equity and improve relationships between elementary and secondary athletics in 2017-18.

## **RAE&R Consultant**

### **Provide Supports for Success**

- Implement *Equity and Inclusive Education* policy through professional learning and student engagement opportunities
- Support school administrators, Mental Health Champions and Safe and Accepting and Schools Teams (SASTs) in knowledge mobilization of the Police and Suicide Protocols, administration and analysis of School Climate Surveys, and engagement of staff and students in restorative circles and development of self-regulation
- Mobilize knowledge from Grade 8 Transition and Grade 12 Graduation Survey results to support increased enrolment and retention, inform effective transitions, and to promote Catholic Education

- Sustain implementation of *Growing Success* and Board Assessment, Evaluation, Reporting and Homework policies and practices to improve the assessment literacy of administrators and educators
- Devise and implement an action plan for schools to develop the 21st century competencies students need to succeed

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

- Build capacity in data literacy for all administrators using Maplewood RADAR to analyze student data and make evidence-informed decisions for school improvement planning and monitoring

### **Building Partnerships and Schools as Hubs**

- Engage community partners to support early childhood and poverty reduction through the coordination and delivery of shared learning opportunities for staff, families, students and parish and community members

### **Enhance Technology for Optimal Learning**

- Facilitate learning for staff in Privacy and Information Management (PIM) to develop a culture of privacy
- Expand learning opportunities and resources for staff and students to further develop digital literacy and responsibility and engage in digital discipleship

### **Administrator of Education Technology**

Develop education programs that fully prepare students for the diversity of a technologically advanced society.

### **Early Years Literacy Coach**

#### **Provide Supports for Success**

- Support the learning of Kindergarten teams in the planning, implementing and delivery of the Kindergarten Program.
- Provide Kindergarten teams with strategies and resources to develop Self-Regulation skills and Well-Being for all students.

### **Building Partnerships and Schools as Hubs**

- Develop a communication plan between community partners and Kindergarten teams to ensure seamless transitions.

### **K-12 Literacy / ESL Consultant**

#### **Provide Supports for Success**

- Deliver after school English language programs at specific schools in both the Elementary and Secondary panel.
- Continue to deepen and expand the partnership with the Brock Learning Lab to provide reading intervention for below grade level readers
- Advocate for English as a Second Language teacher monitors in Secondary schools
- Through on-going professional learning, build intermediate teachers capacity in the area of disciplinary literacy to help close gaps in student literacy development

- Continue to build teacher capacity to support English Language Learners (ELL), especially in schools with upward trends in newcomer and international and VISA student enrollment
- Continue to connect 21st Century learning and literacy to build innovative classrooms

### **Building Partnerships and Schools as HUBS**

- Continue to deepen and expand the partnership with the Brock Learning Lab to provide reading intervention for below grade level readers
- In partnerships with Settlement Workers in School, develop and deliver a series of family learning nights to help engage newcomer families

### **Accounts Payable Clerk**

Build Trust

### **Student Senates - Elementary and Secondary**

- Engage secondary students in the process deciding on the allocation of their school's budget.
- Integrate the structure of Niagara Catholic's student leadership system into the CHV2O course.

### **Catholic School Councils – As presented by Principals in all schools - *In Progress***

### **Our Lady of Victory**

#### **Building Partnerships as Hubs**

- design support that reflects the culture, identity, priorities of the local school
- provide services according to local needs
- integrate services
- include local school Liaison ( local voice ) to support conversations related to creation of school hubs
- share the successes of hubs

#### **Provide Supports for Schools**

- avoid rigid and inflexible funding guidelines to avoid "one size fits all" possibilities
- continue to embrace "wrap around " strategies utilizing partnerships with community resources
- give Principals more of a say into what is required to support school
- review the Board's funding to school to respect the diversity and economic challenges that complicate several of the schools
- respect the unique needs and pressures that individual schools have due to diversity of population (i.e ELL, Aboriginal, Poverty, Isolation Factors ) by including the voice of the principal when resources /funding/ pilot projects are being considered
- increase staffing of EA support
- increase staffing of social workers in schools
- staff ERT's according to needs of school not numbers

#### **Create equity and Accessibility of Resources**

- avoid " one size fits all" allotment and distribution of resources

### **Input from St. Alfred Catholic School Staff and CSC**

- Develop and conduct an early identification tool for Kindergarten to identify at risk students and implement appropriate supports and intervention to decrease and prevent large learning gaps by schools.
- Design programs which honour teacher and student voice in uncovering curriculum and facilitate the sharing of best practices by engaging staff with in classroom student and teacher development.
- Review current mental health support initiatives and protocols and conduct an inquiry into more effective ways to quickly support students challenged with social, emotional and behavioural challenges to promote student success.
- Create a panel of teachers to dialogue, examine and provide feedback on current issues in the classroom which are impeding student learning and develop possible solutions to these challenges.
- Develop a closer connection between secondary and elementary through collaboration on projects which meet real world needs.

### **Provided by Parent from St. Joseph Grimsby**

#### **Provide Supports for Success**

- Create increased opportunities for Arts-based experiences for all students to facilitate learning and growth through creative expression

#### **Build Partnerships and Schools as Hubs**

- Engage community cultural resources (such as galleries and professional artists/performers) to facilitate exposure to the Arts and collaborative projects/events

### **Staff at Sacred Heart**

- Continue to enhance technology to support student achievement
- Creating an effective assessment tool for documenting student observations especially in Early Years
- Developing an early primary reading program/intervention program for struggling readers

### **Special Education Advisory Council (SEAC)**

#### **➤ Provide Supports for Success**

- Explore creating fewer self-contained classes.
- Deliver appropriate supports to support students within an inclusive classroom environment.
- Strengthen parent understanding of the potential pathways of a child depending on what their child's profile is.
- Engage and empower students to participate in student decision making in their programming and pathway.

#### **➤ Building Partnerships and Schools as Hubs**

- Expanding on partnerships to enhance the range of supports for students and families in schools as hubs.

➤ **Create Equity and Accessibility of Resources**

- Ensure consistency of opportunity for resources at the school level.

➤ **Address Changing Demographics**

- Research and recognize demographic trends to determine supports and resources.
- Explore and understand trends and demographics to determine models of supports.

Niagara Catholic Parent Involvement Committee (NCPIC)

**Provide Supports for Success**

- Provide supports for all students within the Safe and Accepting Schools framework.
- Implement mental health supports, especially supports for “anxiety”, the whole “child”, and “student”.
- Implement Life Skills curriculum such as financial literacy from K-12.
- Provide study skills sessions and preparation for evaluation by organizing P3 to support and benefit students to improve student achievement.

**Enhance Technology for Optimal Learning**

- Engage parents in technology for optimal learning.
- Provide more devices such as Chrome Books, laptops and tablets for students.

**Building Partnerships and Schools as Hubs**

- Promote Catholic secondary schools as the “hub” for elementary Family of Schools.
- Implement a transition plan to focus on the activities for students from K to 12 to support interactions between elementary and secondary schools to increase retention.
- Communicate with newcomers and develop strong partnerships and ties about Board policies, resources and budget to retain families “All are welcome”.
- Engage families and students in collaborating with parish and school.

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

- Engage teachers in the Catholic education process to embody the whole “child”.
- Enhance relationships between parents and teachers to improve communication about student achievement and well-being.
- Enhance communication with parents regarding Board activities and potential disruptions to schools.
- Support professional development for teachers in literacy and numeracy to improve student achievement.
- Deliver “Rebuild, Refocus and Reconciliation” activities throughout the Board to rekindle positive relationships between parents and staff.

**Create Equity and Accessibility of Resources**

- Empower parents to seek information from administrators, teachers and support staff about Board activities and daily Catholic education in all schools.

**Ensure Responsible Fiscal and Operational Management**

- Maintain a balanced budget for the Board.
- Communicate with parents on the development of the Board budget and how the budget supports students at the schools.

**Address Changing Demographics**

- Communicate with parents about the Long Term Accommodation Plan through the Board website and local school meetings.
- Create a “welcome package” for new families including school support (MPAC) and information about Board and school activities to support, “All are welcome”.

Niagara Catholic Alliance Committee (NCAC)

OECTA - Niagara Elementary Unit President

1. Eliminate (completely) overspending/non-compliance on Board Administration and Governance for the onset of the 2017-18 school year and
2. Spend that money (referred to in #1) on resources for students.
3. Replace all teachers, EAs and ECEs when they're absent.

OECTA - Niagara Secondary Unit President – TBC

CUPE Local 1317 President

*As of May 2, 2017*

Revised - May 15, 2017 - 4.50 pm

VISION 2020 STRATEGIC PLAN ENABLING STRATEGY (WHY)	SYSTEM PRIORITY 2017-2018 (WHAT)	ACTION PLAN WORKING DOCUMENT (WHAT)	MONITORING THE EVIDENCE (HOW)	MOST RESPONSIBLE PERSON (MRP)
<p><b><i>Provide Supports for Success</i></b></p>	<p>Increase student engagement, and student voice in student achievement, well-being and mental health awareness.</p> <p>Engage in a review of specific programs, pathways, services and supports provided for all students</p> <p>Enhance global competencies and experiential learning opportunities for all students</p>	<p>Facilitate a Mental Health and Well-Being Student Conference with Mental Health Team and Mental Health Champions</p> <p>Continue to implement the Renewed Mathematics Strategy that focuses on individualized school needs</p> <p>Include financial literacy in experiential ways across the curriculum</p> <p>Increase Specialty High Skills Majors Program and Dual Credit Program offerings in each secondary schools</p> <p>Design and implement a plan to develop global competencies and experiential learning</p> <p>Enhancing the learning experience of Indigenous students</p>	<p>Mental Health Team, Mental Health Champions and Child and Youth Workers to have meetings during the school year to review mental health supports for students.</p> <p>Compare 2016-2017 and 2017-2018 achievement data</p> <p>Compare 2016-2017 with 2017-2018 plan</p>	<p>Lee Ann Forsyth-Sells</p> <p>Mark Lefebvre</p> <p>Mark Lefebvre</p> <p>Mark Lefebvre</p> <p>Mark Lefebvre</p>

		<p>Review the Early Years Program to focus supports in the areas of self-regulation and transitions</p> <p>Design a plan to improve recruitment and retention of casual staff</p>	<p>Increase in number of Indigenous student voice events</p> <p>Implement specific self regulation strategies in each elementary school</p> <p>Working meetings to review/redesign of current processes/protocols with early years stakeholders (pre-school services, child care, other stakeholder agencies) that support student transitions</p>	<p>Yolanda Baldasaro/Mark Lefebvre/Lee Ann Forsyth-Sells</p> <p>Yolanda Baldasaro/Mark Lefebvre</p> <p>Frank Iannantuono/ Yolanda Baldasaro</p>
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<p><b>Enhance Technology for Optimal Learning</b></p>	<p>Improve access and use of technology for all students and staff.</p>	<p>Implement year two of the Technology Blueprint for 2016-2020</p> <p>Relocate the network infrastructure of Education Technology Services</p> <p>Continue innovative teaching practices and instructional methods to enable learning through technology via Digital Learning Coaches</p> <p>Develop a comprehensive Disaster Recovery Plan</p>	<p>Compare the actual budget allocation to the items identified in the 2016-2020 Technology Blueprint Plan</p> <p>Establish and improve recovery time for information technology</p> <p>Transition school learning to each school technology champion in 2017-2018</p> <p>Share and monitor SEA Per Pupil data re: technology deployment</p> <p>Monitor use of technology related to EQAO assessments</p>	<p>Ted Farrell</p> <p>Ted Farrell/Yolanda Baldasaro/Mark Lefebvre</p> <p>Ted Farrell</p> <p>Ted Farrell</p>
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<p><b>Building Partnerships and School Hubs</b></p>	<p>Create opportunities for meaningful dialogue, feedback and input from students, parents, staff, pastors and the community</p> <p>Refine brand awareness and communication with stakeholders</p> <p>Enhance and develop wrap around partnerships with community services</p>	<p>Conduct a survey with the objective of increasing the public profile of the distinctiveness of Catholic education</p> <p>Continue to conduct Student Voice Surveys - Grade 8 and Grade 12</p> <p>Design and conduct a Staff System Scan for all staff with the objective of engaging staff in building bridges to walk forward together as a Catholic community</p> <p>Design and implement a strategy to improve and refine brand awareness and communication with students, parents/guardians, community members</p> <p>Examine before and after school programs to develop a model(s) of integrated service delivery throughout the year</p>	<p>Deliver a survey and report feedback to administrators, the Board and parent community</p> <p>Conduct the Student Voice Surveys and provide results to schools.</p> <p>Share strategy and outcome with Alliance, SEAC, NCPIC and CW</p> <p>Meetings, new plans, new partnerships established with childcare providers and other community agencies</p>	<p>John Crocco Lee Ann Forsyth-Sells</p> <p>John Crocco Lee Ann Forsyth-Sells</p> <p>Yolanda Baldasaro/Mark Lefebvre/Scott Whitwell</p>
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<p><b>Create Equity and Accessibility of Resources</b></p>	<p>Conduct a review of the criteria used in the allocation of resources to deliver approved programs, supports and services within Board and School Improvement Plans</p>	<p>Develop models that offer opportunities for engagement for a wide variety of student profiles.</p>	<p>Principal PD sessions as a regular part of Director's Meetings</p> <p>Achievement of expectations within Board and School Improvement Plans and student achievement.</p>	<p>Giancarlo Vetrone Lee Ann Forsyth-Sells</p>
<p><b>Ensuring Responsible Fiscal and Operational Management</b></p>	<p>Maintain financial stability through a balanced budget 2017-2018</p> <p>Achieve Ministry of Education compliance for Grants for Student Needs</p>	<p>Ensure alignment of resources with 2017-2018 Ministry funding models and formulae.</p> <p>Continue to explore efficiencies in Board Administration to meet Ministry of Education compliance requirements while meeting the expectations of the Board.</p>	<p>Monitor any changes in revenue or unforeseen expenditures and identify a number of strategic alternatives to minimize financial risk.</p> <p>Full Ministry of Education compliance by August 2018</p>	<p>SAC Team</p> <p>Giancarlo Vetrone</p>
<p><b>Address Changing Demographics</b></p>	<p>Continue to optimize efficiency in capacity utilization in all Board facilities</p>	<p>Implement Year Two of the Long Term Accommodation Plan 2016-2021</p> <p>Design a Capital Plan 2017-2021</p>	<p>Monitor the implementation to meet the needs of the system after the plan was developed/approved</p> <p>Plan to outline proposed renovations to all schools within the system as well as any new additions and/or new schools.</p>	<p>Scott Whitwell</p>



**NIAGARA CATHOLIC  
SYSTEM PRIORITIES 2017-2018**

*To continue to achieve excellence, ensure equity, promote well-being and enhance public confidence in publically funded Catholic education through the delivery of innovative and supportive programs and services for students and staff rooted in the Board's Mission, Vision and Values.*

***STRATEGIC DIRECTIONS***

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

***Advance Student Achievement for All***

***ENABLING STRATEGIES***

***Provide Supports for Success***

- Increase student engagement, and student voice in student achievement, well-being and mental health awareness
- Engage in a review of specific programs, pathways, services and supports provided for all students
- Enhance global competencies and experiential learning opportunities for all students

***Enhance Technology for Optimal Learning***

- Improve access and use of technology for all students and staff

***Building Partnerships and Schools as Hubs***

- Create opportunities for meaningful dialogue, feedback and input from students, parents, staff, pastors and the community
- Refine brand awareness and communication with stakeholders
- Enhance and develop wrap around partnerships with community services

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

- Enhance professional development opportunities for all staff
- Consolidate Board requirements for the Health and Safety of staff and students
- Address regulations regarding data management

***Create Equity and Accessibility of Resources***

- Conduct a review of the criteria used in the allocation of resources to deliver approved programs, supports and services within Board and School Improvement Plans

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

- Maintain financial stability through a balanced Budget 2017-2018
- Achieve Ministry of Education compliance for Grants for Student Needs

***Address Changing Demographics***

- Continue to optimize efficiency in capacity utilization in all Board facilities

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
MAY 23, 2017**

***PUBLIC SESSION***

**TITLE: APPOINTMENT OF NIAGARA CATHOLIC SPECIAL  
EDUCATION ADVISORY COMMITTEE (SEAC) MEMBER  
2014-2018**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board appoint the following local association representative to serve as a Special Education Advisory Committee member for the term of 2014-2018:

Pina Palombo – Down Syndrome Caring Parents Niagara (Alternate Representative)

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Prepared by: Yolanda Baldasaro, Superintendent of Education  
Presented by: Yolanda Baldasaro, Superintendent of Education  
Recommended by: John Crocco, Director of Education/Secretary-Treasurer  
Date: May 23, 2017



## **REPORT TO THE BOARD MAY 23, 2017**

### **APPOINTMENT OF NIAGARA CATHOLIC SPECIAL EDUCATION ADVISORY COMMITTEE (SEAC) MEMBER**

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#### **BACKGROUND INFORMATION**

In the Education Act, Ontario Regulation 464/97 (O. Regulation 464/97) Special Education Advisory Committees outlines the composition, eligibility requirements and length of term served by the membership of this Board committee.

Sections 1, 2, 5 and 6 below are the excerpts from O. Regulation 464/97:

1. In this Regulation, “local association” means an association or organization of parents that operates locally within the area of jurisdiction of a Board and that is affiliated with an association or organization that is not an association or organization of professional educators but that is incorporated and operates throughout Ontario to further the interests and well-being of one or more groups of exceptional children or adults. O. Regulation 464/97, s. 1.
2. (1) Every district school Board shall establish a Special Education Advisory Committee that shall consist of,
  - (a) subject to subsections (2) and (3), one representative from each of the local associations that operates locally within the area of jurisdiction of the Board, as nominated by the local association and appointed by the Board;
  - (b) one alternate for each representative appointed under clause (a), as nominated by the local association and appointed by the Board;
  - (c) such number of members from among the Board’s own members as is determined under subsection (4), as appointed by the Board;
  - (d) where the number of members appointed under clause (c) is less than three, one alternate, as appointed by the Board from among its own members, for each member appointed under clause (c);
  - (e) one or two persons to represent the interests of Indian pupils, as provided by section 4; and
  - (f) one or more additional members appointed under subsection (5).
  - (2) The Board shall not appoint more than twelve (12) representatives under clause (1) (a).
  - (3) Where there are more than twelve (12) local associations within the area of jurisdiction of the Board, the Board shall select the twelve (12) local associations that shall be represented.
  - (4) The number to be appointed by the Board under clause (1) (c) shall be the lesser of,
    - (a) three; and
    - (b) twenty-five (25) per cent of the total number of members of the Board, rounded down to the nearest whole number.
  - (5) For the purposes of clause (1) (f), the Board may appoint one or more additional members who are neither representatives of a local association nor members of the Board or another committee of the Board. O. Regulation 464/97, s. 2.
5. (1) A person is not qualified to be nominated or appointed under section 2 or 3 to a Special Education Advisory Committee of a Board unless the person is qualified to vote for members of that Board and is resident in its area of jurisdiction.



6. Subject to section 7, each of the persons appointed to a Special Education Advisory Committee of a Board shall hold office during the term of office of the members of the Board and until a new Board is organized. O. Regulation 464/97, s. 6.

The attached letter of nomination has been received for consideration of appointment to the Special Education Advisory Committee for the 2014-2018 term of office.

**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board appoint the following local association representative to serve as a Special Education Advisory Committee member for the term of 2014-2018:

Pina Palombo – Down Syndrome Caring Parents Niagara (Alternate Representative)

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Prepared by: Yolanda Baldasaro, Superintendent of Education

Presented by: Yolanda Baldasaro, Superintendent of Education

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

Date: May 23, 2017



March 24, 2017

To Whom it May Concern,

Down Syndrome Caring Parents Niagara would like to add Pina Palombo to the SEAC committee as an alternate representative.

Thank you for your assistance in this matter.

Sincerely,

A rectangular area containing a handwritten signature in cursive script that reads "J Mooradian".

Jennifer Mooradian  
President, Down Syndrome Caring Parents Niagara  
[mooradianrm@hotmail.com](mailto:mooradianrm@hotmail.com)  
905 401 1117

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
MAY 23, 2017**

***PUBLIC SESSION***

**TITLE: APPROVED MEETING MINUTES OF THE NIAGARA  
CATHOLIC PARENT INVOLVEMENT COMMITTEE OF  
NOVEMBER 17, 2016**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board receive the Approved Meeting Minutes of the Niagara Catholic Parent Involvement Committee of November 17, 2016, as presented for information.



NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

**APPROVED MINUTES OF THE  
NIAGARA CATHOLIC PARENT INVOLVEMENT COMMITTEE MEETING  
NOVEMBER 17, 2016**

Minutes of the Meeting of the Niagara Catholic Parent Involvement Committee, held on Thursday, November 17, 2016 at 7:00 p.m. in the Father Kenneth Burns csc Board Room, at the Catholic Education Centre, 427 Rice Road, Welland, ON.

The meeting was called to order at 7:00 p.m. by Chair Daly.

**A. ROUTINE MATTERS**

**1. Opening Prayer**

Opening prayer was led by Krista Wood, Board Chaplaincy Leader.

**Welcome**

Superintendent Forsyth-Sells welcomed Krista Wood, the new and returning members of the Niagara Catholic Parent Involvement Committee and thanked them for their support of Catholic education in the Niagara Catholic District School Board.

**2. Roll Call**

Guest: Krista Wood, Board Chaplaincy Leader

<b>Parent Members</b>	<b>Affiliations</b>	<b>Present</b>	<b>Excused</b>	<b>Absent</b>
Chris Kouroushis	Fort Erie/Port Colborne/Wainfleet	√		
Kym Raso	Fort Erie/Port Colborne/Wainfleet		√	
Shonna Daly	Grimsby/Lincoln/West Lincoln/Pelham	√		
Rebecca Monte	Grimsby/Lincoln/West Lincoln/Pelham	√		
Kim Hedden	Merritton/Thorold	√		
Heather McCluckie	Merritton/Thorold	√		
Alexandria Attree	Niagara Falls/Niagara-on-the-Lake	√		
Rita Colling	Niagara Falls/Niagara-on-the-Lake	√		
Mary Mannella-Byers	Niagara Falls/Niagara-on-the-Lake	√		
Josephine Muraca-Lettieri	Niagara Falls/Niagara-on-the-Lake	√		
Marion Battersby	St. Catharines	√		
Lisa Finley	St. Catharines	√		
Kate Hingston	St. Catharines		√	
Julie Wiley-Pol	St. Catharines		√	
Anne Watt	Welland	√		
Carrie Vernelli	Welland	√		
<b>Community Representatives</b>				
Leone Strilec	Development and Peace		√	
Shelley Gilbert	Society of Saint Vincent de Paul	√		

Anna Racine	SEAC Representative	√		
Fr. Peter Rowe	Bishop/Diocesan Representative	√		
Hannah Tummillo	Secondary Student Senate Representative	√		
<b>Trustees</b>				
Kathy Burtnik	Vice-Chair of the Board	√		
Dino Sicoli	Trustee		√	

The following staff was in attendance:

Superintendent Forsyth-Sells, Josie Rocca, Support Staff Representative and Yvonne Anderson, Recording Secretary.

Regrets sent: Theo Dagenais, Glenn Gifford, Kate Hingston, Dino Sicoli, Kym Raso, Leone Strilec and Julie Wiley-Pol.

**3. Approval of the Agenda**

Moved by: Kim Hedden

Seconded by: Marion Battersby

**THAT** the Niagara Catholic Parent Involvement Committee approve the agenda of the Niagara Catholic Parent Involvement Committee Meeting of November 17, 2016 as amended.

**CARRIED**

**4. Declaration of Conflict of Interest**

Mary Mannella-Byers, Rita Colling and Lisa Finley informed the NCPIC that they are employees of the Board.

**5. Terms of Office**

Superintendent Forsyth-Sells presented information about the NCPIC membership terms of office. Members discussed the terms of office and the terms of office were determined by consensus.

<b>Terms of Office Parent Members 2016-2017</b>			
<b>Name</b>	<b>Geographical Area</b>	<b>Terms of Office</b>	
		<b>One (1) year term</b>	<b>Two (2) year term</b>
Chris Kouroushis	Fort Erie/Port Colborne/Wainfleet		√
Kym Raso	Fort Erie/Port Colborne/Wainfleet	Second year of a two year term	
Shonna Daly	Grimsby/Lincoln/West Lincoln/Pelham	Second year of a two year term	
Rebecca Monte	Grimsby/Lincoln/West Lincoln/Pelham		√
Kim Hedden	Merritton/Thorold		√
Heather McCluckie	Merritton/Thorold	Second year of a two year term	
Alexandra Attree	Niagara Falls/Niagara-on-the-Lake	Second year of a two year term	
Rita Colling	Niagara Falls/Niagara-on-the-Lake		√
Mary Mannella-Byers	Niagara Falls/Niagara-on-the-Lake	Second year of a two year term	
Josephine Muraca-Lettieri	Niagara Falls/Niagara-on-the-Lake		√
Marion Battersby	St. Catharines	Second year of a two year term	
Lisa Finley	St. Catharines		√
Kate Hingston	St. Catharines		√
Julie Wiley-Pol	St. Catharines	Second year of a two year term	
Anne Watt	Welland	√	
Carrie Vernelli	Welland		√

**6. Election of the Niagara Catholic Ontario Association for Parents in Catholic Education (OAPCE) Regional Director**

Superintendent Forsyth-Sells on behalf of the Niagara Catholic District School Board and the Niagara Catholic Parent Involvement Committee thanked Heather Pyke for her dedication and commitment to Catholic education as a parent member and community representative on the Niagara Catholic Parent Involvement Committee, and as the Niagara Catholic OAPCE Regional Director and Vice-President of OAPCE.

Superintendent Forsyth-Sells reported that according to the NCPIC Policy and By-Laws one (1) parent/guardian holding a two (2) year term will be elected/appointed as required for a term not to exceed two (2) years to represent the Niagara Catholic District School Board as the Regional Director for the Ontario Association of Parents in Catholic Education (OAPCE) and will act as liaison between the Ontario Association of Parents in Catholic Education (OAPCE) and the OAPCE Liaison Representatives from the Catholic School Councils of the Board. In the event that

nominations or self-nominations are not received for the position, the Chair and the Vice-Chair of the Board, and the Director of Education reserve the right to appoint a representative.

- Discussion occurred regarding the terms of office and the option of having two members appointed to the position. Information about the OAPCE Regional Director's position will be provided to NCPIC members with the minutes. Further discussion will take place at the January 19, 2017 NCPIC meeting.

**7. Niagara Catholic OAPCE Regional Director's Remarks**

- Deferred

**8. Commissioning of the Niagara Catholic Parent Involvement Committee**

Fr. Peter Rowe, presided over the commissioning ceremony of the Niagara Catholic Parent Involvement Committee. NCPIC members publicly acclaimed their commitment to promote the Mission of Catholic education and the Mission, Vision and Values of the Niagara Catholic District School Board.

**9. Approval of the Niagara Catholic Parent Involvement Committee Meeting Minutes of May 12, 2016**

Moved by: Rebecca Monte

Seconded by: Mary Mannella-Byers

**THAT** the Niagara Catholic Parent Involvement Committee approve the minutes of the Niagara Catholic Parent Involvement Committee Meeting of May 12, 2016 as presented.

**CARRIED**

**B. PRESENTATIONS**

**C. 2016-2017 NCPIC GOALS**

Superintendent Forsyth-Sells stated as a result of the 2015-2016 Catholic School Council Parents/Guardians Survey, a NCPIC Newsletter was created to support the operation of Catholic School Councils in the Board. The draft December 2016 Newsletter was provided for review by NCPIC. Superintendent Forsyth-Sells requested that feedback be sent to Yvonne Anderson.

**MOTION**

Moved by: Rebecca Monte

Seconded by: Josie Muraca-Lettieri

**THAT** In keeping with the Mission, Vision and Values of the Niagara Catholic District School Board, the 2016-2017 NCPIC Goal is to develop a communication plan using social media, newsletters, and presentations to Catholic School Councils; and to provide presentations at Niagara Catholic School Open Houses to inform and engage parents about the NCPIC for the improvement of student achievement and well-being.

**CARRIED**

## D. SUBCOMMITTEE REPORTS

### 1. **FAITH FORMATION**-*Josie Rocca and Krista Wood*

Josie Rocca and Krista Wood reported that the Board has invited the NCPIC to participate in sessions offered in the Faith Formation Program 2016-2017. A recommendation was made that NCPIC members would reschedule the NCPIC meeting of January 19, 2017 to January 18, 2017 to participate in the “Loving Him Through Scripture”.

### 2. **POLICY**- *Shonna Daly*

The following Policies and Administrative Procedures are currently being reviewed as part of the cyclical Policy and Administrative Procedures Review process.

- Assessment, Evaluation, Reporting and Homework Policy 301.10
- Catholic Leadership: Principal and Vice-Principal Selection Policy 202.2
- Student Suspension – Safe Schools Policy 302.6.4
- Student Expulsion – Safe Schools Policy 302.6.5

*Feedback is to be submitted to [jennifer.pellegrini@ncdsb.com](mailto:jennifer.pellegrini@ncdsb.com) by January 14, 2017*

### 3. **PRO GRANT**-*Krista Wood and Shonna Daly*

- The consolidated results of the Tier 1 discussion groups were distributed.
- NCPIC is invited to reflect upon what these results may mean for them as a committee and also as parents, staff and parishioners within their own communities.
- Tier 2 “Building Community”
  - Timeline: January-June 2017
  - Local triad committees will be established and chaired by the local Pastor and Principal(s) within a parish family. These committees will at a minimum include Catholic School Council members, students, and school staff, but could also include pastoral assistants, youth ministers, parishioners, and representatives from various parish groups.
  - First task of the local committees will be to review and discuss the Tier 1 results and to consider how they might reflect the experience and needs of their communities.
  - Second task is to develop or strengthen a local initiative or event to support and strengthen the family, school, parish relationship.
  - Committees will be asked to share a brief summary/progress report with the Congress Planning Committee in April 2017.
  - Feedback from Tier 2 will be used in preparation for Tier 3.
- Tier 3 “Festival of Families”
  - Will include a prayer service led by Bishop Bergie, a barbeque, music, as well as family activities and workshops (based on Tier 2 feedback).
  - NCPIC is invited to make suggestions for possible workshops and activities.



- The Congress Planning Committee will be looking for additional support from the NCPIC in the form of volunteers for the Festival of Families and will provide a summary at the NCPIC meeting of January 18, 2017.

## **E. REPORT FROM THE DIRECTOR'S DESIGNATE SUPERINTENDENT OF EDUCATION**

### **1. NCPIC Community Representatives**

Superintendent Forsyth-Sells shared that two (2) nomination forms and letters of support have been received for the position of Community Representative(s) on the NCPIC:

- Shelley Gilbert-Society of St. Vincent de Paul
- Leone Strilec-St. Catharines Diocesan Council for Development and Peace

### **MOTION**

Moved by: Mary Mannella-Byers

Seconded by: Lisa Finley

THAT a report be presented at the Board Meeting of November 22, 2016 with the recommendation that the Niagara Catholic District School Board approve the appointment of the following community members to serve as Community Representatives on the NCPIC for the term of 2016-2017:

- Shelley Gilbert-St. Vincent de Paul Society
- Leone Strilec-St. Catharines Diocesan Council For Development and Peace

### **CARRIED**

### **2. Annual Report NCPIC 2015-2016**

Superintendent Forsyth-Sells provided the Annual Report for the Niagara Catholic Parent Involvement Committee 2015-2016.

### **3. NCPIC Financial Report**

A financial statement was provided for information.

## **F. COMMUNITY REPORTS**

### **Development and Peace**

- Education Campaign, "At the Heart of the Action" is currently underway in the parishes. Please consider signing the action card urging Prime Minister Trudeau to keep the promises he made at COP21 last year.
- Our partners in Haiti reported that the homes built with the financial support of Development and Peace after the earthquake are still standing after the hurricane. This is an excellent example of our commitment to long-term sustainable development in addition to humanitarian aid.
- In partnership with the Catholic Women's League, Development and Peace will launch the Share Lent Campaign on February 18, 2017.

### **Society of St. Vincent de Paul**

- Bishop Bergie blessed the Grand Opening of the St. Vincent de Paul Thrift store in Niagara Falls.
- Several schools took part in the Thanksgiving Food Drives.
- Volunteers are getting ready to prepare Christmas baskets.

### **G. SEAC REPORT-Anna Racine**

- The mandate of the Special Education Advisory Committee is to make recommendations to the Board regarding special education programs and services for our students.
- SEAC participates in Board's Annual Review of the Special Education Plan and the Board Budget.
- SEAC provides a report for Catholic School Council Agendas and School Newsletters to keep parents/guardians informed of SEAC activities.

### **Membership of the SEAC**

Up to 12 Local Parent Associations

2 Trustees and 2 Principal Representatives

Superintendent of Special Education along with special education staff

Current Agencies are:

- Tourette Syndrome Association
- Learning Disabilities
- Community Living
- Pathstone Mental Health
- Down Syndrome Caring Parents

### **SEAC Report for Catholic School Council Agendas and School Newsletters**

The following list is an update of the current goals that the Special Education Advisory Committee (SEAC) have been working on for this school year.

- *Recruiting new associations to join SEAC*
- *Policy Review*
- *Professional Development Working Sessions for SEAC members focussing on Special Education programs and services*

The following presentations/working sessions have occurred at SEAC meetings this school year:

**September** – *Google Read and Write*

**November** – *Provincial Leads Meeting overview: Meeting of Student Success Leaders, School Effectiveness Leads and Special Education Leads, October 2016*

Parents are welcome to attend the monthly meetings of the Niagara Catholic Special Education Advisory Committee. Meetings are held at the Catholic Education Centre, 427 Rice Road, Welland, Ontario at 7:00 p.m. on the first Wednesday of the month, unless posted otherwise.

Please refer to the Niagara Catholic School Year Calendar located on our Board website, [www.niagaracatholic.ca](http://www.niagaracatholic.ca) for a list of meeting dates.

**H. BISHOP/DIOCESAN REPORT**-*Fr. Peter Rowe*

- Fr. Peter Rowe stated that he was pleased to continue as the Bishop/Diocesan representative on the NCPIC.
- Fr. Peter requested that all members take the time over the holidays to reflect on the Gospel Values and traditions of the Catholic Faith.

**I. STUDENT SENATE REPORT**- *Hannah Tummillio*

- To start off the year, members of the Secondary Student Senate represented the Niagara Catholic District School Board by walking in the Grape and Wine Parade on September 24, 2016.
- The theme for the annual Student Senate, Student Leadership Symposium Video Contest "This is Us" was inspired by suggestions put forth by student councils. Each school council will submit a video showcasing their unique school culture, as well as the presence of their Catholicism within their community that will be premiered at the Student Leadership Symposium in May 2017.
- On November 29, 2016 the Student Senate will assist in the facilitation of Niagara Catholic's 28:8 Student Leadership event, in partnership with Team Canada '72 and Brock University's Goodman School of Business. This event will be attended by 30 student leaders from each secondary school and will develop their understanding of the qualities of perseverance and teamwork through firsthand accounts from the players.

**J. STAFF REPORTS**

- All Niagara Catholic Secondary Schools participated in the 2016-2017 Pilgrimage on October 29, 2016 and raised over \$151,000 dollars.
- Niagara Catholic Secondary Schools are preparing for the Grade Eight Open Houses that will take place during the last two weeks of November.
- November 18, 2016 was a Board wide P.A. Day.
- Elementary Open Houses will take place on November 23, 2016 from 9:00a.m. to 6:00 p.m.
- Advent will be celebrated throughout Niagara Catholic.

**K. TRUSTEE REPORTS**-*Kathy Burtnik*

- Vice-Chair Burtnik wished all in attendance a very Merry Christmas and Blessed New Year.

**L. AGENDA ITEMS-DISCUSSION FOR FUTURE MEETINGS**

**M. NEXT MEETING:**

The original date of Thursday, January 19, 2017 NCPIC Meeting at 7:00 p.m. at the Catholic Education Centre was changed to Wednesday, January 18, 2017 in order for the NCPIC members to participate in Faith Formation "Loving Him Through Scripture" with Fr. Peter Rowe from 4:00 p.m. to 6:00 p.m. The NCPIC meeting to follow the Faith Formation at 7:00 p.m.

**N. CLOSING PRAYER:** Closing Prayer was led by Fr. Peter Rowe.

**Q. ADJOURNMENT**

Moved by: Shelley Gilbert

Seconded by: Rita Colling

**THAT** the November 17, 2016 meeting of the Niagara Catholic Parent Involvement Committee be adjourned.

**CARRIED**

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

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**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
MAY 23, 2017**

***PUBLIC SESSION***

**TITLE: APPROVED MINUTES OF THE SPECIAL EDUCATION  
ADVISORY COMMITTEE (SEAC) MEETING OF  
APRIL 5, 2017**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board receive the Approved Minutes of the Special Education Advisory Committee Meeting of April 5, 2017 as presented for information.



**MINUTES OF THE  
SPECIAL EDUCATION ADVISORY COMMITTEE MEETING  
WEDNESDAY, APRIL 5, 2017**

Minutes of the Meeting of the Special Education Advisory Committee, held on Wednesday, April 5, 2017, at 7:00 p.m. in the Father Kenneth Burns csc Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

The meeting was called to order at 7:00 p.m. by Chair Racine.

**A. ROUTINE MATTERS**

**1. Opening Prayer**

Opening Prayers were led by Chair Racine.

**2. Roll Call**

<b>Members</b>	<b>Affiliations</b>	<b>Present</b>	<b>Excused</b>	<b>Absent</b>
Anna Racine	The Tourette Syndrome Association of Ontario	✓		
Rob Lavorato	Down Syndrome Caring Parents (Niagara)	✓		
Sarah Farrell	Learning Disabilities Association – Niagara	✓		
Bill Helmeczi	Pathstone Mental Health		✓	
Michael Jacques	Community Living Welland Pelham	✓		
Karen Murphy	Autism Ontario Niagara Region	✓		
Dorothy Harvey	Niagara Children’s Centre	✓		
Rita Smith	Community Living Port Colborne/Wainfleet	✓		
<b>Trustees</b>				
Pat Vernal		✓		
Maurice Charbonneau			✓	
<b>Student Senate Representative</b>				
Sarah Milinkovich			✓	

The following staff were in attendance:

**Yolanda Baldasaro**, Superintendent of Education; **Danny Giancola**, Coordinator – Special Education; **Jim Di Gioia**, Coordinator – Special Education; **Lisa Selman**, Principal, Elementary; **Mary Gallardi**, Recording Secretary

**3. Approval of the Agenda**

Moved by Trustee Vernal  
Seconded by Rob Lavorato

**THAT** the Special Education Advisory Committee approve the Agenda of the Special Education Advisory Committee Meeting of April 5, 2017.

**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 March 8, 2017**

Moved by Sarah Farrell  
Seconded by Karen Murphy

**THAT** the Special Education Advisory Committee approve the Minutes of the Special Education Advisory Committee Meeting of March 8, 2017 as presented.

**CARRIED**

## **B. PRESENTATIONS**

## **C. VISIONING**

**1. Goals and Vision for 2016-2017**

**1.1 Goals for the 2016-2017 School Year**

Andrew Howcroft represented the SEAC at the feedback session relating to the Ministry of Education's *Provincial Framework for Alternative Programs and Courses K-12* held on Tuesday, March 21, 2017 at Marquis Gardens in Ancaster.

Chair Racine received a list of all the SEAC representatives and their contact information. Vice-Chair Lavorato spoke about the Ministry website which provides tools about the SEAC. A suggestion was made to look at the video clips they have on their website.

Superintendent Baldasaro suggested for the May meeting, that the EduGAINS website for Special Education might be a good place to start as it has curriculum based resources pertinent to what might be used in classrooms with teachers or support staff. Chair Racine will send the information to be emailed out to all SEAC members for review prior to the next meeting.

A suggestion was made to bring ideas and start thinking about goals for the next school year.

## **D. BUSINESS ARISING FROM THE MINUTES OF THE MEETING OF MARCH 8, 2017**

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

The subcommittee has been established and have met twice to review the Special Education Plan. They will meet one more time prior to the May SEAC meeting and we will present the plan to the SEAC members at the June meeting.

6. **Other Related Items**

### **6.1 Accessibility Committee – SEAC Representative**

Dorothy Harvey, Niagara Children's Centre, will act as the SEAC Representative on the Accessibility Committee.

### **6.2 Submission for a measurable action verb System Priority for 2017-2018**

A discussion was held regarding ideas for the measurable action verb System Priority for 2017-2018. Superintendent Baldasaro will bring the suggestions to Senior Administrative Council.

7. **Policy Review**

- 7.1 ***Monthly Financial Reports Policy (600.3)***  
***Employee Workplace Harassment Policy (201.7)***  
***Employee Workplace Violence Policy (201.11)***  
***Occupational Health and Safety Policy (201.6)***

*A discussion was held regarding the above policies. Feedback is to be submitted to [jennifer.pellegrini@ncdsb.com](mailto:jennifer.pellegrini@ncdsb.com) by April 19, 2017.*

#### ***Educational Field Trips Policy***

*Feedback is to be submitted to [jennifer.pellegrini@ncdsb.com](mailto:jennifer.pellegrini@ncdsb.com) by May 10, 2017.*



## **E. SEAC REPORT**

### **1. Review and Approval of SEAC Insert for Catholic School Council Agenda**

- Bring forward to the May meeting. Insert was reviewed by SEAC Chair subsequent to meeting and distributed to schools.

### **2. Review and Approval of SEAC Insert for School Newsletters**

- Bring forward to the May meeting. Insert was reviewed by SEAC Chair subsequent to meeting and distributed to schools.

## **F. AGENCY REPORTS**

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

- April 30, 2017 - Annual General Meeting – Venue is to be determined – making it a mini conference inviting as many parents as we can with quite a few speakers to inform our families. Vice-Chair Lavorato will send an email to the group.

### **2. The Tourette Syndrome Association of Ontario – Anna Racine**

- Nil Report

### **3. Learning Disabilities Association (Niagara) – Sarah Farrell**

- We are currently accepting applications for our spring programs until April 18<sup>th</sup>. We are also accepting applications for our summer SLAM program – spots are limited and are filling up quickly!
- Our new math program for children with learning disabilities, called S.M.A.R.T. (Supporting Math Anxiety and Resilience Together) has been featured in The St. Catharines Standard! Spots are starting to fill up quickly and applications are accepted until April 18<sup>th</sup>.
- We are hosting our Boston Pizza Fundraiser on Wednesday April 12<sup>th</sup> at Boston Pizza at the Pen Centre between 5:00-8:00 p.m.
  - Tickets are \$20, with 50% of the proceeds supporting LDANR.
  - Tickets include your choice of personal pasta or pizza, tea/coffee/pop, and a side salad.
- Our 5<sup>th</sup> Annual Trivia Night will be taking place on Friday, May 5<sup>th</sup> from 6:00-9:00p.m.
  - Cost is \$20/person for \$120 or table of 6-8
  - Location: Coronation Centre – 5926 Summer Street, Niagara Falls

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

- Nil Report

5. **Community Living Welland Pelham – Michael Jacques**

- Community Living Ontario Event “Million Possibilities Solo Ocean Row”, kickoff is tomorrow. Colin Sanders will row the Atlantic Ocean. Michael Jacques is the co-chair with John Baird, former Cabinet Minister. Proceeds will go towards Community Living Ontario. This event is about making people aware of individuals with intellectual disabilities.

**Report submitted by Andrew Howcroft**

- An article entitled “*This 75-Year Harvard Study Found the 1 Secret to Leading a Fulfilling Life*”.

6. **Autism Ontario Niagara Region – Karen Murphy**

- The adult social group will be going bowling on April 6<sup>th</sup>. The Tech Club is getting together April 20<sup>th</sup> at the Welland Library. May’s event is mini putt.
- The Chapter’s Housing Committee is meeting in April. A survey has been used to advocate for future housing supports in the Niagara Region. If you have not completed the survey please do so. If you are interested in learning more or getting involved with the Chapter’s Housing Committee, please contact our Adult Support Coordinator, Vanessa Coens, at 905-682-2776 ext. 203 or [adultsupport.niagara@autismontario.com](mailto:adultsupport.niagara@autismontario.com).
- Currently running a session of Adult Peers with 12 participants.
- Our Annual General Meeting is scheduled for May 13.
- We have a golf tournament coming up May 26<sup>th</sup> at Rolling Meadows in Niagara Falls. It would be great if the Niagara Catholic District School Board put in a foursome to golf with us.

7. **Niagara Children’s Centre – Dorothy Harvey**

**Strategic Planning**

New Centre Strategic Plan is now public.

Plan was developed with extensive input by families, community and Centre staff and Board of Directors.

Vision was revised to be more reflective of both children and youth and the broad range of children we see.

Mission statement was revised to provide more clarity on who we see and what we do.

- 4 Strategic Priorities and Goals
- Demonstrate System Leadership
- Enhance the scope and quality of our services
- Effectively engage and support families
- Ensure a strong, sustainable organization

Management is now in the process of developing our Year 1 operation plan and objectives.

Spring Education Calendar is available

- Information was distributed and is available on-line
- Information sessions are available to all families and community partners

Spring Recreation Programs

- Information was distributed and is also available on-line
- Eye openers are open to any interested families. Space may be limited

#### **Niagara Community Foundation Grant**

- Centre received a grant to enhance our capability to provide on-line webinars for families. Topics may include general information as well as specific information for particular issues (i.e. speech sound production)
- Examples of what we have already produced are on the Centre and Speech

#### **School Transitions for ELKP Entry September 2017**

- Prospective student observations have been completed and Centre staff, community agencies and school boards are now beginning to have individual child/family school based meetings
- Centre school received over 50 applications for 2017-18. Admission decisions have been made

#### **8. Community Living Port Colborne/Wainfleet – Rita Smith**

- New intakes from Contact Niagara, getting more kids and our Adult Coordinators are getting a lot of intakes from the DSO for adults that need supports, we are extremely busy.
- Have applied for grants to run our children's programs.
- Applied for more funding for our art therapy and teen program.
- United Way is funding our summer camp and working with YMCA with one of our workers going with them.
- Kids up until the age of 21 then move to adult services.

## **G. STAFF REPORTS**

### **1. Lisa Selman – Principal, Elementary**

*Happening in Elementary Schools*

- Elementary students are back to regular routines and schedules.
- Co-Curricular Activities in various elementary schools include - Badminton, Yoga Club, Rosary Club, Eco Team, Blue Spruce Reading Club, Student Council, and Choir.
- Elementary schools are preparing for Earth Day and Pitch In Week this month.
- Students have participated in various poster contests including Fire Safety Awareness
- Flags were raised for World Autism Day on April 3.
- Students engaged in events such as World Happiness Day, World Water Day, Dr. Suess Birthday, National Crayola Day and Earth Hour,
- Students attending various class trips - Maple sugar bush etc.
- Lent is the focus in schools. Students attending mass, Lenten confessions, social justice awareness, Stations of the Cross presentations.

- Meetings occurring include IPRCs, School Based Teams, Case conferences, Transition meetings for current and incoming students for the school year 2017.
- Family engagement activities range from Fun Fairs, Year End BBQ and Welcome to Kindergarten Presentations along with various events accessed through Parent Reaching Out Grants.

2. **Denice Robertson – Principal, Secondary**  
**Report Submitted**

*Happening in Secondary Schools*

- All schools are looking forward to sending students to the Community Connected Experiential Learning Project. This will be an excellent opportunity for our students who will be transitioning to life after high school.
- OSSLT took place successfully for all of our students on March 30<sup>th</sup>. Results will be sent home with June report cards.
- Our Special Education classes are looking forward to Holy Cross' upcoming Beach Volleyball tournament on April 28<sup>th</sup>, 2017.
- Several students from the Special Education classes participated in the Special Olympics Bocce qualifier at the Niagara Falls Sportsplex on Monday, March 27<sup>th</sup>. The event was well attended by many NCDSB schools and gave the players an opportunity to not only encourage their own team members, but to cheer on other teams as well.

***Blessed Trinity***

- Several students in the Special Education Class are thoroughly enjoying their co-op placement at Ruffins Pet Store. As a result, we now have a fish tank full of fish in the classroom to care for, in addition to our beautiful garden just outside the classroom doors.
- Under the guidance of our Chaplain and the classroom teacher, Students in the Special Education Class, along with their peer tutors, will prepare and deliver a Prayer Service in our beautiful Chapel. We will invite students, staff, parents and community members to join us in serenity and prayer for renewal during Catholic Education Week. We would like to implement this monthly next year!

***Holy Cross***

- On Wednesday, March 29<sup>th</sup>, we had 6 guests from Best Buy arrive at the school to present a cheque for \$3000.00 to Holy Cross. We are the proud and honoured recipients of a Best Buy Tech Grant thanks to the vision of our photography teacher and the support of our Principal. The class had the opportunity to showcase their musical talents for our guests with the help of good friend, Mendelt Hoekstra of Momentum Choir. The students felt very special being honoured in such an extraordinary way. This money is being used to purchase 10 point and shoot cameras for students in the Special Education Class to explore their creative sides.
- On Monday, April 3<sup>rd</sup>, we are honouring World Autism Awareness Day by raising the flag outside our school. There will be an information table set up beside Breakfast Club with stickers for the students to wear. Staff will be dressed in blue in keeping with the "Light it Up Blue" theme. Announcements will be made and a PowerPoint shared in all classes to help students to understand the potential and abilities of this special population.

### ***Saint Michael***

- Saint Michael hosted representatives from the Ministry of Education who are visiting select schools to gather successful math strategies targeting grade 9 students. It was an opportunity to share all of the hard work staff does to prepare students for EQAO Math.
- We are continuing with transitioning students to Saint Michael for September entrance. We have a significant interest from families new to our Board.
- Our Special Education class team had fun at the recent Special Olympics Bocce tournament.

### ***Denis Morris***

- A variety of Best Buddies events are being planned for the spring:
- Easter hunt and craft activity for April 7<sup>th</sup>, Toronto FC game tickets available for May 13<sup>th</sup>, Free throw completion in May
- Received the official flag of Autism Ontario in recognition of Autism Awareness Day on April 3<sup>rd</sup>. The flag will be raised at the front of the school. We also acknowledged World Down Syndrome Day on March 21<sup>st</sup> through announcements and the school twitter account.
- Our Special Education class students continue to take an active role in school masses as they were gift bearers for our Lenten mass on March 24<sup>th</sup>.

### ***Lakeshore Catholic***

- Plans are in the works to create another Cafeteria table that has wheel chair access. A Lakeshore Catholic teacher and his classes are in the process of sorting through the details to make another table and possibly patent the idea.
- Lakeshore Catholic has a vibrant Special Education class that services 29 students. Our Gators are looking forward to upcoming events like Gator Palooza where 2 of our Special Education students will perform this Friday.

## **3. Yolanda Baldasaro – Superintendent of Education**

- On March 30, 2017 our Catholic secondary schools participated in the Ontario Secondary School Literacy Test (OSSLT).
- Catholic Education Week will be held the week of May 1 – 5, 2017.
- Niagara Catholic students and staff are participating in the Vimy Ridge excursion.
- Niagara Catholic has received funding to support after school skills development programs for students with ASD. Beginning April 18<sup>th</sup>, students were nominated by their schools for to participate in the initial program, Robotics and Friendship club.
- April 24 – Annual Niagara Catholic District School Board Volunteer Appreciate Breakfast.
- Budget – Senior Administrative Council continues to plan for upcoming school year, reviewing all aspects of budget process.

## **4. Danny Giancola – Coordinator Special Education**

- In preschool observations/visits and transitions for students coming into Niagara Catholic in the fall.
- Transitions into secondary schools from elementary schools continue to be supported by staff.

## **H. TRUSTEE REPORTS**

1. **Pat Vernal – Trustee**

- Working on System Priorities and the budget.

2. **Maurice Charbonneau – Trustee**

- Nil Report

## **I. STUDENT REPORT**

1. **Sarah Milinkovich– Student Senate Representative**

- Nil Report

## **J. NCPIC REPORT**

- Planning is underway for the Family Faith Event being held on May 25<sup>th</sup>. Chair Racine invited the SEAC members to participate in the event by setting up a table and bringing brochures from their respective agencies. If SEAC member cannot attend and has pamphlets they would like displayed, SEAC members are asked to please bring them to the next meeting.

## **K. ALLIANCE COMMITTEE REPORT**

## **L. NEW BUSINESS**

1. **Learner Advocacy**

2. **Parent Outreach**

3. **Program and Service Recommendation**

4. **Special Education Budget**

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

6. **Other Related Items**

7. Policy Review

**M. CORRESPONDENCE**

**N. QUESTION PERIOD**

**O. NOTICES OF MOTION**

**P. AGENDA ITEMS – DISCUSSION FOR FUTURE MEETINGS**

**Q. INFORMATION ITEMS**

**R. NEXT MEETING:**

Wednesday, May 3, 2017 at 7:00p.m. at the Catholic Education Centre

**S. ADJOURNMENT**

Moved by Trustee Vernal

Seconded by Rob Lavorato

**THAT** the April 5, 2017 meeting of the Special Education Advisory Committee be adjourned.

**CARRIED**

This meeting was adjourned at 8:35p.m.

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**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
MAY 23, 2017**

***PUBLIC SESSION***

**TITLE: MINUTES OF THE MONSIGNOR CLANCY CATHOLIC  
ELEMENTARY SCHOOL AND ST. CHARLES CATHOLIC  
ELEMENTARY SCHOOL MODIFIED PUPIL  
ACCOMMODATION REVIEW MEETING OF  
APRIL 20, 2017**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board receive the Minutes of the Monsignor Clancy Catholic Elementary School and St. Charles Catholic Elementary School Modified Pupil Accommodation Review Meeting of April 20, 2017, as presented for information.





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

**MINUTES**  
**Monsignor Clancy Catholic Elementary School and St. Charles Catholic Elementary School**  
**Modified Pupil Accommodation Review**

**PUBLIC MEETING**

**April 20, 2017**

**7:00 p.m.**

**at**

**MONSIGNOR CLANCY CATHOLIC ELEMENTARY SCHOOL**

Minutes of the Monsignor Clancy Catholic Elementary School and St. Charles Catholic Elementary School Modified Pupil Accommodation Review Public Meeting of April 20, 2017 at 7:00 p.m. at Monsignor Clancy Catholic Elementary School.

The following staff members were in attendance:

Ted Farrell, Superintendent of Education; Kathy Levinski, Administrator of Facilities Services; Scott Whitwell, Controller of Facilities Services; Dan Trainor, Principal of Monsignor Clancy Catholic Elementary School; Susy Walsh, Acting Principal of St. Charles Catholic Elementary School; Deborah Ogilvie, Community Outreach Coordinator; Mary Gallardi, Administrative Assistant, Recording Secretary; Pat Vernal, Trustee.

There were 22 members of the public in attendance. (Appendix A)

**A. WELCOME**

Principal Trainor welcomed everyone to Monsignor Clancy Catholic Elementary School

**B. OPENING PRAYER**

Principal Walsh opened with a prayer.

**C. BACKGROUND INFORMATION**

Superintendent Farrell welcomed and thanked everyone for attending this evening and introduced Board staff and local Trustee in attendance.

Superintendent Farrell explained that the purpose of tonight’s meeting is to consult with the community on the recommended option contained in the Initial Staff Report. Community consultation is an important part of the open and transparent decision making process at Niagara Catholic.

The Initial Staff Report, available on the Board website, provides the rationale for the recommended option and supporting documentation. Paper copies of the report are also available at the school.

At this time, no decision has been made about consolidating the schools. Staff consults with the

community, gathers input and provides it to the Trustees who have full responsibility for the final decision.

Superintendent Farrell reviewed the agenda and indicated that there will be an opportunity for each attendee to provide input this evening.

Superintendent Farrell provided background information on the planning prior to the initiation of the Pupil Accommodation Review, including the development of the Long Term Accommodation Plan 2016-2021, that was approved last year by Trustees following extensive consultation. The Plan, which is available on the Board website, considered all school sites and provided potential recommendations to deal with enrolment pressures and the corresponding financial impact.

The Long Term Accommodation Plan recommended that St. Charles Catholic Elementary School and Monsignor Clancy Catholic Elementary School be considered this year for potential consolidation. All recommendations in the Long Term Accommodation Plan, including this one, are to provide the highest quality of Catholic Education possible in the highest quality facilities feasible.

The Initial Staff Report was presented to the Trustees at the February 14<sup>th</sup>, 2017 Committee of the Whole Meeting and the Modified Pupil Accommodation Review process was approved on February 28<sup>th</sup>, 2017. Board staff also made a presentation on the process to a combined Catholic School Council Meeting on March 28<sup>th</sup>, 2017.

Controller Whitwell described the Community Planning and Partnerships consultation process and the Community Planning and Partnerships Public Meeting to solicit potential partnerships on November 30, 2016. Sixty-six organizations were invited and 22 organizations attended. To date the Board has not received any additional new partnership proposals.

Kathy Levinski, Administrator of Facilities Services described some of the enrolment pressures highlighted in the Long Term Accommodation Plan with the Catholic elementary schools in Thorold. Declining enrolment is not only a Niagara Catholic issue, it is a provincial issue. A number of boards have the same problem and in order to address this the Ministry of Education has provided new guidelines to support school boards, including School Board Efficiencies and Modernization, Pupil Accommodation Review and Community Planning and Partnerships. The Board has updated policies accordingly.

Monsignor Clancy Catholic Elementary School and St. Charles Catholic Elementary School have been approved for an accommodation review because the reorganization of the two schools: 1) could enhance program and learning, 2) utilization is low for both schools and 3) one or more of the schools is experiencing higher building maintenance and operation costs than average for the Board.

Kathy Levinski presented several charts and graphs of board and local enrolment/surplus spaces within the Board. She explained that enrolment is the major factor considered when the Ministry of Education provides funding to school boards. Such funding affects the ability of the Board to address operating and capital expenditures, determine staffing and provide appropriate programming. Currently, an average size elementary school can fit into the 13 empty classrooms currently available at the two schools.

Superintendent Farrell noted that there are 49 elementary schools in the Niagara Catholic District School Board; the other 47 have an ELKP to Grade 8 structure which do not require an additional school transition prior to students attending their local Catholic high school.

Board staff consulted with the Principals at Monsignor Clancy Catholic Elementary School and St. Charles Catholic Elementary School, in addition to the Program and Special Education Departments at

the Board, to identify advantages of consolidating the two schools. Benefits of the combined structure were highlighted, such as, programming, social elements and co-curricular events. Combining the schools can also enhance the faith experience of students in preparing to receive the sacraments and attending Mass.

Additionally, the impact on staffing levels would be minimal and there are no boundary changes required and the association with the local parish, Holy Rosary Roman Catholic Church is unaffected. Opportunities for professional dialogue with colleagues from different divisions is enhanced. Transportation would be required by fewer students which would result in just under \$10,000 in annual savings. Families who have children in both schools would also benefit.

Financial considerations were highlighted. Board funding is reduced when schools fall below 65% of their capacity. The 2,000 underutilized pupil spaces last year cost the Board approximately \$1.83 million. The maintenance costs for the underutilized space at Monsignor Clancy and St. Charles Catholic Elementary Schools is \$333,793.00. Financial savings can be reallocated back into classroom resources.

Controller Whitwell described the four accommodation options considered by staff:

1. Renovate and/or add to Monsignor Clancy Catholic Elementary School, close St. Charles Catholic Elementary School and direct the students to attend Monsignor Clancy Catholic Elementary School.
2. Build a new elementary school on the Monsignor Clancy Catholic Elementary School site and close St. Charles Catholic Elementary School and redirect the students to Monsignor Clancy Catholic Elementary School.
3. Renovate and add to St. Charles Catholic Elementary School and close Monsignor Clancy Catholic Elementary School and
4. Keep both schools open, renovate Monsignor Clancy Catholic Elementary School for kindergarten programming, adjust the attendance area boundaries by doing an Attendance Area Review to increase the enrolment at St. Charles Catholic Elementary School and also to demolish any excess space at Monsignor Clancy Catholic Elementary School. Both schools would then have an ELKP - Grade 8 structure.

The recommended option, as indicated in the Initial Staff Report, is to renovate and/or add to Monsignor Clancy Catholic Elementary School and close St. Charles Catholic Elementary School and direct students to attend Monsignor Clancy Catholic Elementary School. Monsignor Clancy Catholic Elementary School would require retrofitting and/or an addition in order to deliver kindergarten programming and make the school appropriate for primary students.

The Monsignor Clancy Catholic Elementary School site is more than adequate to accommodate both school communities and a potential child care centre, if supported by the Region, and funded by the Ministry of Education. A renovation would provide the opportunity to ensure that accessibility requirements and technology upgrades are addressed. There are advantages that the current school has that are not generally funded when new schools are built such as the theatre, double gym, Chapel and cafeteria.

Superintendent Farrell explained tonight's mandate to collect feedback on the recommended option to consolidate the two schools at Monsignor Clancy Catholic Elementary School and retrofit appropriately. The public input will be provided to the Trustees so they hear from the community. A facilitated interview matrix process will be used which gives everyone a minimum of twenty minutes to provide their input. Examples of out of scope issues not to be discussed tonight include the selection of an

architect, transition plan and how to honour the school history. Such issues will be dealt with later pending any decision by the Trustees.

Superintendent Farrell shared that the child care provider has been contacted and child care will continue to be provided if the schools are consolidated.

Superintendent Farrell asked if there were any questions on the information presented this evening that need to be answered prior to providing input.

Heather Sartor – Parent of children in both schools:

*I would like clarification with respect to the timelines for the schools to actually be combined.*

Ted Farrell

*That timeline is not relevant if a consolidation does not get approved. I can speak to a potential timeline later.*

#### **D. FACILITATED SESSION FOR PUBLIC INPUT**

Members of the public were directed into groups of four to answer four questions provided to them:

1. What do you like about the recommended option?
2. What do you dislike about the recommended option?
3. What is one change you would make to the recommended option that would have a significant, positive effect on the outcome of the final decision?
4. What actions can be taken to lessen the impact of implementing the recommended option?

The public answered the question they were assigned and then interviewed each other in five-minute timed sessions. Feedback is included in Appendix B.

Following the interviews, members of the public were grouped by the question that they were assigned originally to consolidate their thinking and put common themes on a flipchart. Feedback from this part of the process is included in Appendix C.

Members of the public returned to their original seats and one member from each group presented the information they recorded on the flipchart.

#### **E. REVIEW OF TIMELINES**

Superintendent Farrell reviewed the timelines and shared future meeting dates. The process to delegate to the Board was described and it was explained that submissions must be made in advance.

Following approval by the Board, and pending Ministry funding, it can take three to four years to complete the entire consolidation process and have students in the same school.

#### **F. OTHER OPPORTUNITIES FOR INPUT**

Superintendent Farrell pointed out the banner on the website to click on in order to provide feedback. The public can submit an online form with comments, email [thoroldmpar@ncdsb.com](mailto:thoroldmpar@ncdsb.com) or call Kathy Levinski. All input gathered will be provided to Trustees in staff reports.

**G. QUESTIONS**

Superintendent Farrell opened the floor for questions. No questions asked.

**H. FURTHER ACTION**

Special Board Meeting for Public Input through Delegations to be held on May 29<sup>th</sup>, 2017 at 7:00 p.m. at Monsignor Clancy Catholic Elementary School in the cafeteria.

Superintendent Farrell thanked everyone for their attendance and input this evening.

**I. ADJOURNMENT**

The meeting was adjourned at 8:45 p.m.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
MAY 23, 2017**

***PUBLIC SESSION***

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

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The School Excellence Program report is presented for information.

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Prepared by: Ted Farrell, Superintendent of Education

Presented by: Ted Farrell, Superintendent of Education

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

Date: May 23, 2017



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

**Contact Info**

81 Rykert Street  
St. Catharines, Ont.  
L2S 1Z2  
ph 905.685.8859  
fx 905.682.5782

**Grades**

ELKP – 8

**Enrolment**

500 as of September 2016

**Principal**

Loredana Spadafora

**Vice-principal**

Jay Lennox

**Superintendent**

Ted Farrell

**Catholic School Council**

Chair: Julie Sestilli

**Parish**

St. Mary of the Assumption



In the fall of 1954, St. Anthony Catholic Elementary School was established on the site of the O'Brien farm. Louis Bondi was the founding principal and the only staff member of 4 to have teaching experience. In 1982, St. Mary School was twinned with St. Anthony. In 1995, an addition was built to accommodate the growing population. Most recently, in 2012, St. Anthony Catholic Elementary School saw the addition of three Early Years Classrooms, an outside courtyard and extensive renovations to the playground area.

We share a sacred partnership with St. Mary of the Assumption Church, where we celebrate masses together, we prepare for our sacraments together, our students participate in Youth Ministry and we help support needy families through the St. Vincent de Paul society. We feel very strongly connected to our parish.

The St. Anthony Catholic Elementary School Community provides a safe, inclusive and nurturing environment for its 500 students and 325 families. With the support of incredible students, an outstanding staff and a wonderfully supportive parent community, the St. Anthony Catholic School Community works tirelessly to ensure that each of the 500 gifts we have been given, grow to be the academic, creative and spiritual young people that God has called them to be.

St. Anthony Catholic Elementary School is a part of the [Denis Morris Catholic High School](#) Family of Schools.

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

*- School Mission Statement -*

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Prepared by: Ted Farrell, Superintendent of Education

Presented by: Ted Farrell, Superintendent of Education

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

Date: May 23, 2017



**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
MAY 23, 2017**

***PUBLIC SESSION***

**TITLE: BOARD AND COMMITTEE MEETING DATES CALENDAR  
2017-2018**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board approve the Board and Committee Meeting Dates Calendar 2017-2018, as presented.

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Prepared by: Corporate Services and Communications  
Presented by: John Crocco, Director of Education, Secretary/Treasurer  
Recommended by: John Crocco, Director of Education/Secretary-Treasurer  
Date: May 23, 2017



NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

## REPORT TO THE BOARD MEETING MAY 23, 2017

### BOARD AND COMMITTEE MEETING DATES CALENDAR 2017-2018

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#### BACKGROUND INFORMATION

At the February 28, 2017 Board Meeting, the Board approved the 2017-2018 School Year Calendar for submission to the Ministry of Education. On May 8, 2017 the Director of Education was notified by the Ministry of Education that “your electronic school year calendar submission for your elementary and secondary schools meets the requirements of Sections 2, 3 and 4 of Regulation 304 - *School Year Calendar, Professional Activity Days*”.

Annually, staff utilizes the approved Board and Ministry of Education school year calendar to design the Board School Year Calendar and Meeting Dates along with a calendar of dates for school and system activities, celebrations, events, faith formation, meetings and professional development.

In compliance with the Niagara Catholic District School Board By-Laws on Annual Organizational Meeting (Section 7), Regular Meetings of the Board (Section 8) and Committee Meetings (Section 17), meeting date recommendations from the Niagara Catholic Parent Involvement Committee (NCPIC) and the Board’s Special Education Advisory Committee (SEAC) along with historical annual meeting date adjustments for the Board Meeting in December and June, a draft Board and Committee Meeting Dates Calendar 2017-2018 is presented for the consideration of the Committee of the Whole (Appendix A).

When the Board approves the Board and Committee Meeting Dates Calendar 2017-2018, staff will place a copy on Board websites, notify Board Committees and staff and produce a Board Meeting Dates Calendar 2017-2018 for each school for distribution to all families.

Appendix A – Board and Committee Meeting Dates Calendar 2017-2018 (Draft)

Appendix B – May 8, 2017 Ministry of Education Letter

#### RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Board and Committee Meeting Dates Calendar 2017-2018, as presented.

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Prepared By: Corporate Services and Communications

Presented By: John Crocco, Director of Education, Secretary/Treasurer

Recommended By: John Crocco, Director of Education, Secretary/Treasurer

Date: May 23, 2017



# NIAGARA CATHOLIC DISTRICT SCHOOL BOARD

## 2017-2018 School Year Calendar & Meeting Dates

SEPTEMBER 2017						
SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6 SEAC	7 NCPIC	8	9
10	11	12 SAL CW	13	14	15	16
17	18	19	20	21	22	23
24	25	26 PC BD	27	28	29	30

OCTOBER 2017						
SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4 SEAC	5	6	7
8	9	10 SAL CW	11	12	13	14
15	16	17	18	19	20	21
22	23	24 PC BD	25	26	27	28
29	30	31				

NOVEMBER 2017						
SUN	MON	TUE	WED	THU	FRI	SAT
			1 SEAC	2 NCPIC	3	4
5	6	7 SAL CW	8	9	10	11
12	13	14	15	16	17	18
19	20	21 PC BD	22	23	24	25
26	27	28	29	30		

DECEMBER 2017						
SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5 ORG BD MTG CW	6 SEAC	7	8	9
10	11	12 SAL	13	14	15	16
17	18	19 BD	20	21	22	23
24	25 Christmas	26	27	28	29	30
31						

JANUARY 2018						
SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10 SEAC	11 NCPIC	12	13
14	15	16 SAL CW	17	18	19	20
21	22	23	24	25	26	27
28	29	30 PC BD	31			

FEBRUARY 2018						
SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7 SEAC	8	9	10
11	12	13 SAL CW	14 Ash Wednesday	15	16	17
18	19	20	21	22	23	24
25	26	27 PC BD	28			

MARCH 2018						
SUN	MON	TUE	WED	THU	FRI	SAT
				1 NCPIC	2	3
4	5	6 SAL CW	7 SEAC	8	9	10
11	12	13	14	15	16	17
18	19	20 PC BD	21	22	23	24
25	26	27	28	29 Holy Thursday	30 Good Friday	31 Holy Saturday

APRIL 2018						
SUN	MON	TUE	WED	THU	FRI	SAT
1	2 Easter Monday	3	4 SEAC	5	6	7
8	9	10 SAL CW	11	12	13	14
15	16	17	18	19	20	21
22	23	24 PC BD	25	26	27	28
29	30					

MAY 2018						
SUN	MON	TUE	WED	THU	FRI	SAT
		1	2 SEAC	3 NCPIC	4	5
6	7	8 SAL CW	9	10	11	12
<b>CATHOLIC EDUCATION WEEK MAY 6-11</b>						
13	14	15	16	17	18	19
20	21	22 PC BD	23	24	25	26
27	28	29	30	31		

JUNE 2018						
SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6 SEAC	7	8	9
10	11	12 SAL CW	13	14	15	16
17	18	19 BD	20	21	22	23
24	25	26	27	28	29	30

JULY 2018						
SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

AUGUST 2018						
SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

**REGULAR SCHEDULE OF MEETINGS**

- Committee of the Whole
- Supervised Alternative Learning Meeting
- Board Meeting
- Organizational Meeting of the Board
- Special Education Advisory Committee Meeting
- Policy Committee Meeting
- Niagara Catholic Parent Involvement Committee Meeting

- 7:00 p.m. 2<sup>nd</sup> Tuesday of each month
- 2:00 p.m. 2<sup>nd</sup> Tuesday of each month
- 7:00 p.m. 4<sup>th</sup> Tuesday of each month
- 6:00 p.m. 1<sup>st</sup> Tuesday of December
- 7:00 p.m. 1<sup>st</sup> Wednesday of each month
- 4:00 p.m. 4<sup>th</sup> Tuesday of each month
- 7:00 p.m. 1<sup>st</sup> Thursday every other month

- CW
- SAL
- BD
- ORG
- SEAC
- PC
- NCPIC

- Elementary P.A. Day
- Secondary P.A. Day
- Elementary & Secondary P.A. Day
- Statutory & Other Holiday
- School Holiday
- Secondary Exams
- Board Office Shutdown



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**Ministry  
of Education**

**Ministère  
de l'Éducation**

London Regional Office  
217 York St. Suite 207  
2nd Floor West  
London ON N6A 5P9  
(519) 667-1440  
1-800-265-4221  
FAX (519) 667-9769

Bureau régional de London  
217, rue York - bureau 207  
2<sup>e</sup> étage ouest  
London ON N6A 5P9  
(519) 667-1440  
1 800 265-4221  
Télécopieur (519) 667-9769

May 8, 2017

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

Dear John:

Thank you for your 2017-18 Regular School Year Calendar submission and supporting documentation.

I am pleased to inform you that your electronic school year calendar submission for your elementary and secondary schools meets the requirements of Sections 2, 3 and 4 of *Regulation 304 - School Year Calendar, Professional Activity Days*.

Sincerely,

A handwritten signature in black ink, appearing to read "Mike McDonald".

Mike McDonald  
Regional Manager  
London Regional Office

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
MAY 23, 2017**

***PUBLIC SESSION***

**TITLE: FINANCIAL REPORT 2016-2017 AS AT APRIL 30, 2017**

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The Financial Report 2016-2017 as at April 30, 2017 is presented for information.

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Prepared by: Giancarlo Vetrone, Superintendent of Business and Financial Services

Presented by: Giancarlo Vetrone, Superintendent of Business and Financial Services

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

Date: May 23, 2017



**REPORT TO THE BOARD  
MAY 23, 2017**

**FINANCIAL REPORT 2016-2017 AS AT APRIL 30, 2017**

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**BACKGROUND INFORMATION**

Financial Report 2016-2017 is presented in Appendix A

Also attached: Appendix B1 – Interim Financial Report as at April 30, 2017  
Appendix B2 – Interim Financial Report as at April 30, 2017

The Financial Report 2016-2017 as at April 28, 2017 report is presented for information.

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Prepared by: Giancarlo Vetrone, Superintendent of Business and Financial Services

Presented by: Giancarlo Vetrone, Superintendent of Business and Financial Services

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

Date: May 23, 2017

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## FINANCIAL REPORT

### APRIL 2016-2017

Ministry Grants for Student Needs (GSN) have been revised for April's year-to-date Financials to account for the labour disruption in March. The 2016-2017 revised estimates adjustment resulted in a decrease in ministry funding of approximately \$1.0M dollars. The offset in savings results in no impact to fiscal year-end for NCDSB.

The first phase of the Provincial Employee Life and Health Trust solution for OECTA staff will commence on June 1, 2017. This first phase will remove approximately 1,300 staff from our current provider to the provincial benefit trust. The delay to June 1, 2017 for our OECTA staff has been reconciled with the Ministry and revenue funding adjusted accordingly. The remaining staff members are expected to move to various Employee Health Trusts for March 1, 2018. These groups will include CUPE, Non Union, Principals and Senior Administration. Our current benefit provider will continue to provide coverage for the remaining groups until that date.

The April interim financial statements reflect a balanced position for Niagara Catholic for the 2016-2017 year.

To achieve our commitment for a balanced budget for 2016-2017, Senior Administrative Council continues to monitor costs associated with the following:

- Fringe benefit costs associated with health benefit costs for both permanent employees and those on long-term disability.
- Replacement costs for all staff associated with sick time.

### *Looking Forward*

### *2017-2018*



#### 2017-2018 GSN Funding Updates

Modest Wage increases and investments in benefits transformation.

Local Priority Funding including more staffing support for special education.

Class size investment for full day kindergarten (FDK)

Class size investment for Grades 4-8 over five years.

Education Technology Services department are moving staff to the St. Thomas Centre.

Greenhouse Gas (GHG) Reduction – immediate funding available.

Indigenous Education Funding to support equitable outcomes for all students.

Artificial Turf Field capital project in partnership with the City of Niagara Falls and the Niagara Foundation has commenced.

Niagara Catholic DSB  
2016-17 Interim Financial Report

For the Month Ending April 30, 2017

Summary of Financial Results

(\$Thousands)	Estimates	Revised Estimates	Forecast	In-Year Change	
				\$	%
<b>Revenue</b>					
Operating Grants	225,418	230,206	229,306	(900)	(0.4%)
Capital Grants	23,491	21,235	21,235	-	0.0%
Other	14,231	15,679	15,679	-	0.0%
<b>Total Revenue</b>	<b>263,140</b>	<b>267,120</b>	<b>266,220</b>	<b>(900)</b>	<b>(0.3%)</b>
<b>Expenditures</b>					
Classroom	199,590	202,249	201,230	(1,019)	(0.5%)
Other Operating	7,849	8,160	8,256	96	1.2%
Transportation	9,554	9,554	9,549	(5)	(0.1%)
Pupil Accomodation	36,637	38,000	37,966	(34)	(0.1%)
Other	8,489	8,342	8,342	-	0.0%
PSAB Adjustments	1,020	810	810	-	0.0%
<b>Total Expenditures</b>	<b>263,139</b>	<b>267,115</b>	<b>266,153</b>	<b>(962)</b>	<b>(0.4%)</b>
<b>In-Year Surplus (Deficit)</b>	<b>1</b>	<b>5</b>	<b>67</b>	<b>62</b>	<b>1240.0%</b>
Prior Year Accumulated Surplus (Deficit)	11,229	11,229	11,229	-	0.0%
<b>Accumulated Surplus (Deficit) for Compliance</b>	<b>11,230</b>	<b>11,234</b>	<b>11,296</b>	<b>62</b>	<b>0.6%</b>

Changes in Revenue

- Net Strike Savings deducted from Operating Grants

Change in Expenditures

-

Change in Reserve

-

Change in Surplus/Deficit

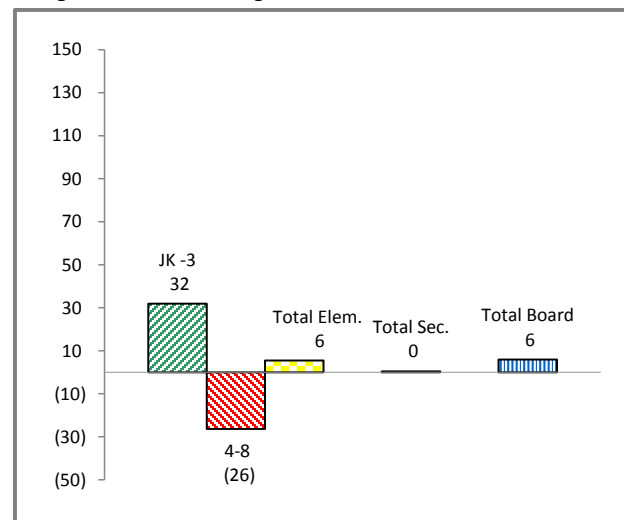
-

Summary of Enrolment

ADE	Revised Estimates	Forecast	In-Year Change	
			#	%
<b>Elementary</b>				
JK -3	7,021	7,053	32	0.5%
4-8	7,707	7,681	(26)	-0.3%
<b>Total Elementary</b>	<b>14,729</b>	<b>14,734</b>	<b>6</b>	<b>0.0%</b>
<b>Secondary &lt;21</b>				
Pupils of the Board	6,940	6,940	0	0.0%
Other Pupils	76	76	-	0.0%
<b>Total Secondary</b>	<b>7,016</b>	<b>7,016</b>	<b>0</b>	<b>0.0%</b>
<b>Total</b>	<b>21,744</b>	<b>21,750</b>	<b>6</b>	<b>0.0%</b>

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

Changes in Enrolment: Budget v. Forecast



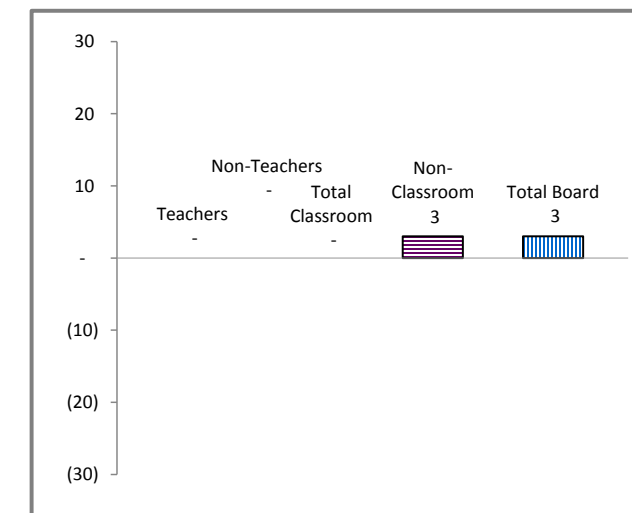
Highlights of Changes in Enrolment:

- Forecast is projected to be the same as revised estimates at this stage

Summary of Staffing

FTE	Revised Estimates	Forecast	In-Year Change	
			#	%
<b>Classroom</b>				
Teachers	1,292	1,292	-	0.0%
Non-Teachers	805	805	-	0.0%
<b>Total Classroom</b>	<b>2,097</b>	<b>2,097</b>	<b>-</b>	<b>0.0%</b>
<b>Non-Classroom</b>	<b>262</b>	<b>265</b>	<b>3</b>	<b>1.1%</b>
<b>Total</b>	<b>2,359</b>	<b>2,362</b>	<b>3</b>	<b>0.1%</b>

Changes in Staffing: Budget v. Forecast



Highlights of Changes in Staffing:

- Forecast is projected to be the same as revised estimates at this stage



Niagara Catholic DSB  
Interim Financial Report  
For the Month Ending April 30, 2017  
(\$ thousands)

	Budget Assessment					Risk Assessment			Forecast vs. Prior year YTD	
	a	b	c = b - a	d = c/a	e	f	g = f - e			
	Estimates	Revised Estimates	Forecast	\$ Increase (Decrease)	% Increase (Decrease)	Actual to Apr 30/17	Actual to Apr 30/16	Year-to year Increase (Decrease)		
<b>2016-17</b>										
				<b>Change</b>		Material Variance Note	% of Forecast Spent	% of Actual Spent	Year-to year Increase (Decrease)	Forecast vs. Prior year YTD
				\$ Increase (Decrease)	% Increase (Decrease)					
<b>OPERATING</b>										
<b>Classroom Instruction</b>										
Teachers	131,631	133,924	132,857	(1,067)	-0.80%		0.00%	0.00%	0.0%	A
Supply Teachers	3,905	4,300	4,551	251	5.84%		0.00%	0.00%	0.0%	
Teacher Assistants and ECEs	21,672	21,672	21,807	135	0.62%		0.00%	0.00%	0.0%	
Classroom Computers	934	1,424	424	(1,000)	-70.22%	A	0.00%	0.00%	0.0%	
Textbooks and Supplies	5,570	6,244	6,148	(96)	-1.54%	A	0.00%	0.00%	0.0%	
Professionals and Paraprofessionals	6,577	6,210	7,173	963	15.51%	A	0.00%	0.00%	0.0%	
Library and Guidance	4,357	4,330	4,311	(19)	-0.44%		0.00%	0.00%	0.0%	
Staff Development	450	948	750	(198)	-20.89%	B	0.00%	0.00%	0.0%	
Department Heads	322	322	450	128	39.75%		0.00%	0.00%	0.0%	
Principal and Vice-Principals	9,911	10,709	10,647	(62)	-0.58%		0.00%	0.00%	0.0%	
School Office	5,774	4,751	4,809	58	1.22%		0.00%	0.00%	0.0%	
Co-ordinators and Consultants	2,504	2,500	2,626	126	5.04%		0.00%	0.00%	0.0%	
Continuing Education	5,983	4,915	4,677	(238)	-4.84%		0.00%	0.00%	0.0%	
Amortization and Write-downs	-	-	-	-	-		0.00%	0.00%	0.0%	
<b>Total Instruction</b>	<b>199,590</b>	<b>202,249</b>	<b>201,230</b>	<b>(1,019)</b>	<b>(0.5%)</b>		<b>0.00%</b>	<b>0.00%</b>	<b>0.0%</b>	Savings Forecast
<b>Administration</b>										
Trustees	152	107	146	39	36.4%	C	0.00%	0.00%	0.0%	
Director/Supervisory Officers	1,547	1,313	1,475	162	12.3%	C	0.00%	0.00%	0.0%	
Board Administration	6,150	6,740	6,635	(105)	(1.6%)	C	0.00%	0.00%	0.0%	
Amortization and Write-downs	-	-	-	-	-		0.00%	0.00%	0.0%	
<b>Total Administration</b>	<b>7,849</b>	<b>8,160</b>	<b>8,256</b>	<b>96</b>	<b>1.2%</b>		<b>0.00%</b>	<b>0.00%</b>	<b>0.0%</b>	Savings Forecast
<b>Transportation</b>	<b>9,554</b>	<b>9,554</b>	<b>9,549</b>	<b>(5)</b>	<b>(0.1%)</b>		<b>0.00%</b>	<b>0.00%</b>	<b>0.0%</b>	Savings Forecast
<b>Pupil Accomodation</b>										
School Operations and Maintenance	21,861	22,069	22,035	(34)	(0.2%)		0.00%	0.00%	0.0%	
School Renewal	509	700	700	-	0.0%		0.00%	0.00%	0.0%	
Other Pupil Accomodation	3,348	3,266	3,266	-	0.0%		0.00%	0.00%	0.0%	
Amortization and Write-downs	10,919	11,965	11,965	-	0.0%		0.00%	0.00%	0.0%	
<b>Total Pupil Accomodation</b>	<b>36,637</b>	<b>38,000</b>	<b>37,966</b>	<b>(34)</b>	<b>(0.1%)</b>		<b>0.00%</b>	<b>0.00%</b>	<b>0.0%</b>	Savings Forecast
<b>Other</b>										
School Generated Funds -Expenditures	8,372	8,225	8,225	-	0.0%		0.00%	0.00%		
Amortizations	-	-	-	-	#DIV/0!		0.00%	0.00%		
Loss on disposal of assets	-	-	-	-	#DIV/0!		0.00%	0.00%		
Other	117	117	117	-	0.0%		0.00%	0.00%		
<b>Total Other Expenditures</b>	<b>8,489</b>	<b>8,342</b>	<b>8,342</b>	<b>-</b>	<b>0.0%</b>		<b>0.00%</b>	<b>0.00%</b>	<b>0.0%</b>	Savings Forecast
<b>TOTAL EXPENDITURES</b>	<b>262,119</b>	<b>266,305</b>	<b>265,343</b>	<b>(962)</b>	<b>(0.4%)</b>		<b>0.0%</b>	<b>0.00%</b>	<b>0.0%</b>	Savings Forecast
PSAB Adjustments	1,020	810	810							
	<b>263,139</b>	<b>267,115</b>	<b>266,153</b>							

EXPLANATIONS OF MATERIAL BUDGET VARIANCES

- A Supplies and Services allocated to different lines in forecast
- B Forecasted figure is consistent with prior year actual - current expenses are trending similar to prior year
- C Difference is due to where expenses are reflected in rev est vs forecast

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
MAY 23, 2017**

***PUBLIC SESSION***

**TOPIC: TRUSTEE INFORMATION  
SPOTLIGHT ON NIAGARA CATHOLIC – MAY 9, 2017**

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**May 9, 2017**

### **Niagara Catholic 2017-2018 System Priorities**

During the May 9 Committee of the Whole Meeting, Trustees received a report which provided an overview of the recommended System Priorities for 2017-2018, as well as an overview of the four-month consultation process.

A number of major themes were recognized during the consultation process, including:

- Conducting a climate survey
- Improving communication
- Creating a Professional Development Plan
- Creating stronger partnerships in our communities
- Engaging Community Resources
- Promoting Elementary and Secondary Schools as hubs with parents
- Creating a school renovation/renewal plan
- Increasing enrolment and retention and;
- Creating an early identification tool for Kindergarten

These themes will be used as part of the finalized 2017-2018 System Priorities. The complete report is available in section C3 of the [May 9 Committee of the Whole agenda](#).

### **Committee of the Whole Recommends Policies**

During the May 9 Committee of the Whole Meeting, Trustees recommended the approval of four policies: Monthly Financial Reports Policy (600.3), *Employee Workplace Harassment Policy (201.7)*, *Employee Workplace Violence Policy (201.11)* and *Occupational Health and Safety Policy (201.6)*.

Trustees will consider the policies during the May 24 Board Meeting.

## Capital Projects Update



Trustees have received a progress update on two Capital Projects currently under way at Niagara Catholic.

St. Martin Catholic Elementary School in Smithville is nearing completion. Flooring and light fixture installation is under way, and millwork installation is also nearing completion. Painting

continues throughout the building, the asphalt top in the parking lot is scheduled to be done later this month, and the lockers are on order and expected to arrive in mid-May.

The \$10-million new school will be ready for students in September 2017.

Once the establishment of a fire lane is established at Our Lady of Fatima Catholic Elementary School in Grimsby, the site plan approval process can be completed and we can move forward with the \$4.5-million expansion and renovation to the school. A groundbreaking celebration has been arranged for June 6, 2017.

### **Monsignor Clancy/St. Charles Catholic Elementary Schools Accommodation Review**

On February 28, Niagara Catholic's Board of Trustees approved the initiation of a Modified Pupil Accommodation Review for Monsignor Clancy and St. Charles Catholic Elementary Schools.

As part of Niagara Catholic's Open and Transparent Process, the Interim Final Staff Report for the Monsignor Clancy Catholic Elementary School and St. Charles Catholic Elementary School Modified Pupil Accommodation Review was provided to Trustees during the May 9 Committee of the Whole Meeting.

The public still has an opportunity to provide input on the final staff-recommended option, via public delegations before Trustees at a Special Board Meeting at Monsignor Clancy Catholic on May 29.

Review the final report in section C4 of the [May 9 Committee of the Whole Agenda](#).

## Festival of Families

Niagara Catholic's Festival of Families takes place at Saint Michael Catholic High School on May 25. Be a part of this fantastic family event. Check the flyer below for information and we look forward to seeing you there!

The Niagara Catholic District School Board,  
in partnership with the Roman Catholic Diocese  
of St. Catharines, presents:

★ **Thursday, May 25, 2017**  
**Saint Michael Catholic High School**  
8699 McLeod Road, Niagara Falls

**ALL STAR SOCCER GAME**

**Festival of Families**

**4:00-6:30**  
Barbeque, Family Activities & Games  
Pre-order for the BBQ at niagaracatholic.ca

**5:00**  
Soccer Skills Showcase  
(open to all elementary students)

**5:40**  
All-Star Soccer Game Starring:  
Bishop Gerard Bergie  
Priests from the Diocese of St. Catharines  
Students, Staff & Parents!

**6:30**  
Prayer Service

**7:00**  
Christian Band Competition

Supported by the  
Niagara Catholic Parent Involvement  
Committee and our partners  
in Catholic Education

## Stay up to date with our Good News!

Have you checked out the [Good News](#) section of the Board website lately? If not, you're missing some great stories and photos about our students. Be sure to check it out often to keep up to date on the fantastic things happening in our schools and across the system. For example, did you know one of our Principals received a [Principal of the Year Award](#)? And did you see our coverage of our five outstanding [Distinguished Alumni](#)? Or that we have two students bound for the Ivy League ([Harvard](#) and [Princeton](#)) and other going to the [University of Hawaii](#)? Don't forget our monthly Director's Video is also available on the main page of this website.

## Follow us!

To ensure you stay connected with Niagara Catholic news and events, please be sure to like us on [Facebook](#) and follow us on [Twitter](#) and [Instagram](#), and check our website often for updates and breaking news. It's the best way to stay in the know.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
MAY 23, 2017**

***PUBLIC SESSION***

**TOPIC: TRUSTEE INFORMATION  
CALENDAR OF EVENTS – JUNE 2017**

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# JUNE 2017



Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4 Family Mass and Picnic at CEC 10 a.m.	5	6	7 SEAC Meeting	8	9	10
11	12	13 SAL Meeting CW Meeting	14	15 Administrative Leadership	16	17
18	19	20 Board Meeting	21	22 Secondary Exams through June 28	23 Retirement & Service Recognition Celebration 6 p.m.	24
25	26	27 Saint Michael	28 Blessed Trinity Saint Paul Notre Dame Saint Francis	29 Last Day of School!  Denis Morris Holy Cross Lakeshore Catholic	30	
GRADUATIONS MAY 27—MAY 29, 2017						

**4TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
MAY 23, 2017**

***PUBLIC SESSION***

**TOPIC: TRUSTEE INFORMATION  
OCSTA INFORMATION – MAY 6, 12 & 19, 2017**

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# ENTERPRISE

## ONTARIO LEGISLATIVE HIGHLIGHTS

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 [enterprisecanada.com/ontario-legislative-highlights-may-5/](http://enterprisecanada.com/ontario-legislative-highlights-may-5/)

**May 5, 2017**

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### WEEKLY ROUNDUP

**WOO-HOO SOO** – As expected, just days after the Liberal candidate was nominated for the Sault Ste. Marie by-election – former Mayor **Debbie Amaroso** was acclaimed on Sunday – the government dropped the writ to officially launch the campaign. Sault voters will go to the polls on June 1, meaning that whoever wins won't get to take their new seat in the Legislature until the fall, since the House rises for the summer that very same day. All three major candidates have a municipal pedigree, with PC **Ross Romano** and New Democrat **Joe Krmpotich** both current city councillors. To support them, waves of volunteers – many of them political staffers – will now start pouring into The Soo, with much at stake. The by-election outcome won't change the configuration at Queen's Park – the LIBs will still have their majority regardless – but coming almost exactly one year before the next general election everyone will be looking for momentum. In theory it's a three-way race, with each of the parties having won the riding in the past, although for the Tories that was ancient history (they last held the seat in 1985). Sault Ste. Marie has had an interesting voting pattern, in that voters there don't change allegiances very often. The riding was PC from 1951 to 1985, then spent 18 years as an NDP bastion, and has been Liberal since 2003.

**MENAGE À TORY** – Premier **Kathleen Wynne** and PC Leader **Patrick Brown** will go head to head in the provincial election in June 2018. A few months later, Toronto Mayor **John Tory** will also be asking for a new mandate in a municipal vote, but given the way Wynne and Brown are treating him they evidently expect him to wield plenty of influence on the provincial stage. Tory, whose own popularity suggests he will face little competition for re-election, is milking it for all he can, applying pressure to get more money from Queen's Park. An archetype "Red Tory," the Toronto Mayor would, theoretically, be equally comfortable with the Liberals or PCs (and indeed his campaign team included many from both camps). But he is also a former PC Leader, and at the moment he seems to be leaning toward the party of his roots – to the point of appearing to be openly campaigning against the Liberals. Ostensibly Tory was griping about a lack of funding for social housing in the recently-tabled Ontario Budget, but the leaflets he was handing out featured a picture of the local Liberal MPP and the caption, "The Ontario government is not helping to get your housing fixed." Tory insisted that he was not campaigning for or against anyone, but the LIBs were miffed at what they saw as undue partisanship, and took the rare step of dispatching a cabinet minister to intervene with the media. "There's a fine line between passionate advocacy for your community and moving in a different direction altogether," Transportation Minister **Steven Del Duca** told reporters. "I would say [Tory's] behaviour in the last couple of days is ... a little bit over the line." Perhaps the more important point was *where* Del Duca made the comments – at City Hall, just after Tory had met with Brown. Clearly that was making the LIBs uneasy – notwithstanding that Tory has vowed to regularly meet with all the provincial leaders. Brown emerged with a list of (albeit vague) commitments he made to Tory, several of which started, "Say

yes, where Wynne has said no..." to things like allowing Toronto Community Housing to purchase natural gas independently. "Toronto needs a partner they can trust and rely on, who honours commitments that have been made," Brown pronounced. "We will fight for the city of Toronto."

**DAVE'S NOT HERE** – Rumours continue to abound that a whack of current Liberal MPPs will bid adieu before the next election, and while most of that is still hearsay, one long-time member is on the verge of retirement. Brant MPP **Dave Levac** is reportedly set to announce today that he will not seek re-election. This will no doubt trigger a chorus of "abandoning ship" from the other parties, who are revelling in the speculation that LIBs are giving up in the face of worrisome polls. But those close to Levac, who has been Speaker of the House since 2011 – and therefore largely shielded from partisan hostilities – say he has simply had enough of politics. He was first elected in 1999 and remains quite popular in the riding. With him gone, next year's election will show whether Brant was a Liberal seat or a Levac seat.

**TOUR DE FORCE** – One of the sidebars to the Sault Ste. Marie by-election – and ultimately the provincial election next year – will be how the parties raise money in the wake of new rules, which include a prohibition against MPPs and candidates personally attending fundraisers. All of the parties are waging almost non-stop campaigns to solicit donations from supporters. These pleas for cash also serve as testing grounds for messaging, such as a recent Liberal missive with a headline proclaiming, "Government can be a FORCE FOR GOOD" – which offers an idea of how they want to position themselves. In another development, the LIBs are also experimenting with fundraising events that might have some appeal when political face-time isn't on offer. The party's first fundraising event of the year, coming up on May 17, is a reception featuring author and humourist **Terry Fallis**.

**CONDOLENCES IN CAMBRIDGE** – MPPs observed a moment of silence in the House this week, after they learned the sad news that **Gerry Martiniuk** had died at age 78. Martiniuk was the PC MPP for Cambridge from 1995 to 2011, winning four elections before he retired. "Gerry always put his constituents first," the current Cambridge MPP, Liberal **Kathryn McGarry** said in a statement. "He was a fixture in the riding and always made time to talk to, and spend time with, the various groups that make up our community."

## IN THE HOUSE

- No government bills were introduced or passed this week.

## FOR THE RECORD

*"Of course politicians, human beings, love to be loved. But this budget and my political career is not about ... me being loved. Whether people love me or not is beside the point. The election will come. There will be a poll on that day and the people of Ontario will decide. In the interim, I am going to be working as hard as I can to do everything that I can to help people."*

- Premier **Kathleen Wynne**, at a post-Budget event, insisting that her unpopularity is not what's driving her policy decisions.

*"[The Budget] may be a real game-changer ... a true milestone for a government that has been under significant pressure for some time. The Budget confirms what many of us have suspected for some time: Things have improved dramatically in Ontario."*

- Former Liberal Finance Minister and party president **Greg Sorbara**, whose pronouncement last month of

“grave, grave doubt” about Wynne’s re-election chances was seen as a gut punch, apparently more bullish after the Budget.

*“This has been an incredible year of my own personal metamorphosis ... Personally, I’m out on my skates like I was 20 years ago, playing and training hockey teams. I’ve also taken up rugby, though I’m anything but good at it. Most of all, I’ve been through hell and I’ve come out on the other side and want to make sure other families going through the horror of mental illness have resources to help them.”*

- PC MPP **Lisa MacLeod**, in an *Ottawa Sun* guest column, marking the one-year anniversary of her publicly disclosing she was suffering from depression and anxiety.

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# ENTERPRISE

## ONTARIO LEGISLATIVE HIGHLIGHTS

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 [enterprisecanada.com/ontario-legislative-highlights-may-12/](http://enterprisecanada.com/ontario-legislative-highlights-may-12/)

May 12, 2017

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### WEEKLY ROUNDUP

**WEST COAST OFFENCE** – British Columbia is a very different place than Ontario, but elections there are closely watched in this part of the country. And the bottom line from this week's B.C. vote is that the Liberals are still in power, after 16 often tumultuous years and low popularity some pundits were convinced had doomed them to defeat. (Sound familiar?) It's a razor thin Liberal minority – just two seats more than the Opposition NDP, with the three seats won by the Green Party giving them the balance of power, a scenario very unlikely to be replicated in Ontario – and it's not official yet, as judicial recounts in close ridings could swing the results. But the fact that beleaguered B.C. Liberal Leader **Christy Clark** is still Premier today provides a glimmer of hope to Ontario Grits wondering if they can ever get voters back on side here. It was also a reminder, for everybody, about the sheer unpredictability of elections these days.

**REPAIRING HER IMAGE** – B.C. is ostensibly a two-party race, and in recent years Ontario elections have had a similar feel, with lacklustre NDP campaigns leaving the Liberals and PCs to duke it out. Now, Ontario NDP Leader **Andrea Horwath** is serving notice she won't be a bystander this time around, continuing to amp up her profile with policy commitments. This week it was a vow to pay a third of the costs for municipalities' social housing repairs – much to the apparent delight of influential Toronto Mayor **John Tory**. Shots of Horwath making her announcement with a smiling Tory behind her were a major coup, reinforced when Tory publicly thanked her and said he'd use her pledge to try and get similar commitments from the other parties.

**EVERYBODY SINGH** – Whatever momentum Horwath may be gaining, she will endure something of a setback as her Deputy Leader **Jagmeet Singh** runs for the federal NDP leadership. Singh will reportedly launch his campaign on Monday, although it's not clear yet whether stepping down from his Bramalea-Gore-Malton seat will be part of the equation. Technically he doesn't have to, but his team probably won't like the optics of him being an absentee MPP while he runs federally.

**BY LINES** – If Singh does resign provincially, it would create another Legislature vacancy before the previous one is filled. This would be nothing new, in that Ontario has been in almost continuous by-election mode for years – including the campaign in Sault Ste. Marie happening right now. All three party leaders focused on the Soo this week as the June 1 by-election contest heated up. Premier **Kathleen Wynne** dropped by to show her support for the Liberal candidate, but was careful to manage expectations lest her party lose a seat that has been theirs since 2003. "I think by-elections are always very tough for government, you know," Wynne cautiously told reporters. "Obviously, the people of Sault Ste. Marie will decide, but I'm not going to make any predictions." Adding to her discomfort, both Horwath and PC Leader **Patrick Brown** publicly challenged Wynne to a leaders' debate in Sault

Ste. Marie. Not surprisingly Wynne declined, arguing that she faces off against them often enough during Question Period.

**PAT ANSWERS** – It was two years ago this week that Brown pulled off his stunning upset to win the PC Leadership. Determined to rain on his parade, the Liberals issued a missive noting another anniversary: Three years ago this week, in Barrie during the 2014 election, then-PC Leader **Tim Hudak** made his ill-fated pledge to fire 100,000 civil servants – a promise widely attributed as scuttling his campaign. But the LIBs are long past bashing Hudak, and the real point of their invective was this: “The man who hosted that event at that country club is none other than the Conservatives’ new leader, Patrick Brown.” Brown, for his part, took a step toward countering the main thrust of Liberal attacks, which is that he has no policies. While not exactly earth-shaking – Brown continues to defer serious policy discussions until a party conference in November – he used an Opposition Day motion in the House to unveil an eight-point “accountability and ethics action plan.” Mostly it’s a re-hash of vows made in the wake of Liberal controversies, such as forbidding cabinet ministers from having fundraising targets, restoring the Auditor General’s full oversight of government advertising, and requiring ministers named in a police investigation to temporarily step aside until their name is cleared of any wrongdoing. Despite this being the first concrete policy planks Brown has released, he evidently didn’t expect to make much of a splash – the Tories didn’t even post anything about it on their website.

**DOCS HAWKS** – Brown has made no secret of his support for the province’s doctors in their ongoing contract feud with the province, and it looks like he will have plenty of opportunity to show that support as the fight escalates. At the same time as Health Minister **Eric Hoskins** was expressing optimism about the two sides getting closer on the critical issue of binding arbitration, the Ontario Medical Association was installing an unabashedly hawkish executive. **Shawn Whatley** is the OMA’s new President, while **Nadia Alam** is President-Elect (taking over the top spot next spring). Both have been vocal hardliners in the contract dispute, and Whatley didn’t mince words in the news release announcing his election. “For the past three years, doctors have been disrespected and vilified by the government,” Whatley stated. “The government has knowingly underfunded patient care and has been able to do so because doctors pay for a significant part of our health-care infrastructure – this is inappropriate and unsustainable.”

## IN THE HOUSE

- Energy Minister **Glenn Thibeault** introduced Bill 132, the *Fair Hydro Act*, to reduce electricity rates by an average of 25% for all residential customers.
- Two government bills passed Third Reading: Bill 39 – the longest-outstanding government legislation on the Order Paper, introduced last October – amending legislation to modernize the *Mining Act*; and Bill 84, clarifying provincial rules around medically assisted death.

## FOR THE RECORD

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*“We’ve had hundreds of briefings with hundreds of documents ... I can’t comment on one graph when we’ve been looking at hundreds of scenarios.”*

- Energy Minister **Glenn Thibeault**, dismissing a purportedly leaked cabinet document – released by the Tories, who claim to have received it from a whistleblower – forecasting electricity prices jumping again in five years.
- 

*“I don’t think today’s sale was a surprise. We’ve been publicly clear about our commitment to*

| *broaden the ownership.”*

- Thibeault, also on the hotseat after the final 120 million shares of Hydro One went on the market. While the sale raised about \$2.8 billion, it also set off a new wave of outrage from the Opposition parties and public sector unions, who are well aware that there is little public support for the sell-off.
- 

| *“Frankly, in Opposition the only way you can be renowned around the province is to do something stupid, is to say something outrageous.”*

- PC Leader **Patrick Brown**, brushing off poll numbers that still show, despite his commanding lead in popularity, that many voters don't know much about him.
- 

| *“My retirement from provincial politics is made knowing some will question or even use my announcement against me, my family, my party and my leader. That would be unfortunate and wrong. Nothing could be further from the truth. Simply put, between my career as an educator and provincial politics, I will be in my 45th year of public service in 2018.”*

- Liberal MPP and Legislature Speaker **Dave Levac**, announcing he won't seek re-election – entirely for personal reasons.
- 

| *“Over the last six years he has proven himself to be one of the most effective Speakers in modern history. And when Dave retires at the end of this legislative session, he will have been the longest serving Speaker in the history of the Ontario Legislature. I know all of my colleagues on both sides of the aisle will miss Dave's steady hand, principled approach and calm demeanour.”*

- Premier **Kathleen Wynne**, praising Levac.

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# ONTARIO LEGISLATIVE HIGHLIGHTS

**May 19, 2017**

## WEEKLY ROUNDUP

**POLLING RIGHT ALONG** – Yes, yes, we know between-election polls don't count for much. But it's still fun to see what the latest voter opinion snapshots reveal. A new Forum Research survey shows a very slight tightening of the Ontario race. Things have to be pretty bad when a 15% approval rating is a step up, but given that Premier **Kathleen Wynne** was flirting with single digits her Liberals will take whatever improvement they can get. They can also see a glimmer of hope in being back in second place, after a few months of trailing both the PCs and NDP. According to the Forum poll conducted May 9-10, **Patrick Brown's** Tories are still well out in front with 41% support, compared to 28% for Wynne's Liberals and **Andrea Horwath's** NDP at 23%. Meanwhile, a poll by Campaign Research actually has the Liberals in first place, with 37% support against 34% for the Tories and 22% for the NDP. Oddly enough, despite finding Liberal popularity higher than it has been in years, the Campaign Research poll wasn't much better for Wynne personally, reporting an approval rating of only 19%.

**TAKING ISSUE** – A year from now Ontario will be in the middle

of a provincial election campaign, and right now it appears both the Tories and New Democrats are counting on electricity rates to be the dominant issue. Brown and Horwath loudly proclaimed this week that their respective caucuses will be voting against Liberal legislation to reduce hydro bills by 25%, claiming it merely defers the costs and that prices will skyrocket again in a few years. But while the Opposition parties continue to flog the hydro horse, the Liberals put a couple of other big issues on the table that could change the conversation. To wit:

- Labour Minister **Kevin Flynn** started laying the groundwork for massive labour reforms, which could have great appeal to workers — particularly young people — worried about tenuous employment with no benefits or job security. “You can’t justify treating that part-time worker any differently than a full-time worker,” Flynn asserted — a sentiment that could be music to the ears of those stuck with contract-to-contract or temporary employment. Flynn suggested that changes could include making it easier for unions to organize and raising the minimum wage to \$15 an hour — both potentially taking planks from the NDP platform — as well as updating rules around benefits, vacation and scheduling. Business groups have already responded negatively — the Ontario Chamber of Commerce released a scathing letter, addressed to Wynne and copied to the other party leaders, warning, “These sweeping changes will tip our economic balance in a profoundly negative way” — but given that business tends to lean toward the Tories anyway, the Liberals are clearly fishing for votes in other demographics. Their proposals could also be helpful in courting unions that have aided previous Liberal campaigns.
- Addressing longstanding enmity toward the Ontario



Municipal Board, the Liberals let it be known that legislation is coming to overhaul the province's planning system. Municipalities have been exasperated by the OMB for decades, complaining that their planning decisions are routinely overruled when deep-pocketed developers file appeals. According to media reports, the new legislation will create the Local Planning Appeal Tribunal to replace the OMB, with a mandate to give local communities more of a say in land-use decisions.

Whether these kinds of issues can overcome anger over hydro bills and/or general discontent about a long-in-the-tooth government remains to be seen, but the Liberals are obviously betting they can get voters thinking about other things. Harken back to the 2014 election, when the Opposition parties were convinced that the scandal over gas plant cancellations would be the Liberals' undoing, while the LIBs steered voters toward pension reform and infrastructure investments. There were other factors, of course — like the Tories' jaw-dropping pledge to cut 100,000 civil service jobs — but having so many eggs in the gas plant basket ended up hindering the PC and NDP campaigns and they were slow to react when voters seemed to tune that issue out.

**KEEP YOUR EYE ON THE BALLOT**– Voters in Sault Ste. Marie can start casting their by-election votes tomorrow, as advance polls open for a week. They will have seven names to choose from, including candidates for the three main parties and the Greens, plus the People's Political Party, the ubiquitous **Znoneofthe Above** (birth name **Sheldon Bergson**, who has previously run federally in Thornhill and in provincial by-elections in Oshawa-Whitby and Scarborough) of the None of the Above Party, and the even more ubiquitous **John Turmel**

of the Pauper Party – adding to his world record for contesting (and losing) some 90 elections since 1979. In terms of by-election content, Sault Ste. Marie is still very much a union town, and a debate sponsored by the United Steelworkers laid bare how each party is approaching the campaign. “Let’s be clear: Romano is a Conservative. That’s a fact. It says so right on his signs,” thundered NDP candidate **Joe Krmpotich**, himself a Steelworker as well as a city councillor. “And what do Conservatives do? They try to destroy unions.” PC candidate **Ross Romano**, also a city councillor who shares a municipal ward with Krmpotich, fired back, “We’re not anti-union, Joe. C’mon! I don’t know what party you’re referring to. We are a new party with a new direction and a new leader.” The Liberal candidate, former mayor **Debbie Amoroso**, based her message on having a seat at the provincial table with the Liberals in power, exhorting, “I’m terrified that we will sit on our hands for 13 months because we wanted to send a message.” Earlier in the week, Amoroso sent out a rather bizarre statement claiming that Horwath is supporting her, quoting the NDP Leader as saying, “She seems to be a very strong woman ... She loves this community. That came out in spades.”

Whatever else may be happening in this by-election, Horwath is quite certainly not endorsing the Liberal candidate.

**WHAT’S IN A NOM** – Speaking of endorsing candidates, Brown has made it clear he will absolutely not do so until they are actually nominated. Brown is wise to steer clear of his party’s nomination process, which has been beset by an unusually high number of challengers and challenges. Fuelled by strong polling and a sense that the Tories are cruising to power, many ridings are seeing multiple contestants for the chance to carry the PC flag, and much grumbling about alleged dirty tricks to get there. So much so, Brown has hired private-sector auditing

firm PwC to monitor the integrity of the nominations. While keeping his distance from the actual process, Brown did concede it's a good problem to have. (**Justin Trudeau's** federal Liberals had similar "problems" in the run-up to the 2015 federal election. Observed one old political wag, "Nomination problems seldom, if ever, affect the outcome in a riding on election day.") In any case, Brown was no doubt relieved that one high-profile nomination meeting – in the riding he currently holds – didn't spur any controversy. Brown will be running in a new riding come 2018, leaving Simcoe North open for the daughter of former MPP **Garfield Dunlop**. **Jill Dunlop** won the PC nomination last weekend in a vote that was relatively close but, thankfully for Brown, accepted as fair and square.

**ACTION FIGURES** – More evidence that the 2018 election campaign is, for all intents and purposes, already underway: The Ontario Liberals are launching province-wide "Days of Action" starting in early June. Not the protest kind favoured by unions, but the canvassing kind, taking a page out of the federal Liberal playbook. Leading up to the 2015 federal election, Liberals went door-to-door and set up phone banks, building a database for the campaign that many attributed with providing a solid foundation for their victory. Meanwhile, the LIBs continue to look for new ways to raise money, having hamstrung themselves (and other parties) with restrictive new rules. One of those rules is that sitting MPPs are not allowed to attend fundraisers, but that doesn't preclude *former* MPPs from showing up – or former Premiers, as the case may be. Ex-Premiers **Dalton McGuinty** and **David Peterson** are the headline attractions for a \$500-a-pop cocktail reception scheduled for June 7.

## IN THE HOUSE

- Three government bills passed Third Reading: Bill 96, to increase protection for survivors and those at risk of human trafficking; Bill 124 to strengthen protections for tenants; and Bill 127, implementing the 2017-18 provincial Budget.
- Once the Budget bill had passed, Finance Minister **Charles Sousa** introduced complementary legislation to implement components of the Budget. Bill 134, the *Budget Measures Act (Housing Price Stability and Ontario Seniors' Public Transit Tax Credit)*, would implement a 15% speculation tax on non-Canadians buying residential properties in the Greater Golden Horseshoe and enact a 15% public transit tax credit for seniors.
- With the summer recess in sight, the Liberals instituted two-a-day debates to get through their legislative agenda, with the House sitting into the evening. MPPs won't be sitting at all next week, then they're back for just four days before knocking off for the summer June 1.

## FOR THE RECORD

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*"This is an important milestone and a first step toward renewed discussions."*

- Premier **Kathleen Wynne**, announcing that the government and Ontario Medical Association have reached a tentative deal for binding arbitration – which had been a key stumbling block in years of bitter and fruitless negotiations for a new contract covering Ontario doctors.

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*"He's certainly done a lot of hard work to engage young people with our party, to engage folks in the broader GTA*

*with our party.”*

- NDP Leader **Andrea Horwath**, praising her caucus mate **Jagmeet Singh** as he launches his bid for the federal NDP leadership. Singh will stay on as MPP for Bramalea-Gore-Malton, but will relinquish his Deputy Leader’s post as well as his Attorney General, Anti-Racism and Government and Consumer Affairs critic portfolios.

*“He grabbed all the forms and said that these will be counted by [the] party’s lawyers and placed them into a box.”*

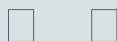
- Part of allegations of “gross irregularities and voter fraud” against PC Party President **Rick Dykstra**, in an appeal filed by failed candidate **Vikram Singh**. Singh’s complaints about the Hamilton West-Ancaster-Dundas nomination meeting earlier this month essentially accused Dykstra and other party officials of ballot-stuffing, noting that they refused an open count of the credentials ballots, which he calculated would have to have been cast every 26 seconds.



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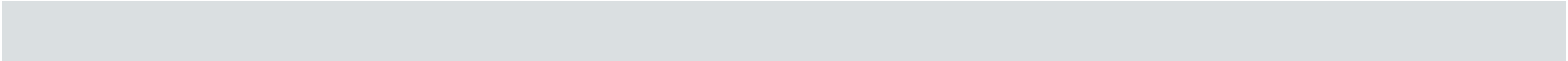
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**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
MAY 23, 2017**

***PUBLIC SESSION***

**TITLE: NOTICE OF MOTION  
SURVEYING STAFF, PARENTS AND PASTORS**

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**RECOMMENDATION**

**THAT** the Niagara Catholic District School Board hire a firm which specializes in surveying staff, parents and pastors with the objective of reporting to the Board no later than March 2018.

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Prepared by: Trustee Fera  
Date Submitted: April 10, 2017  
To be Presented: May 23, 2017  
Date: May 23, 2017



## **REPORT TO THE BOARD**

**May 23, 2017**

### **NOTICE OF MOTION SURVEYING STAFF, PARENTS AND PASTORS**

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#### **BACKGROUND INFORMATION**

Trustee Fera submitted the following Notice of Motion on April 10, 2017 (Appendix A).

#### **RECOMMENDATION**

**THAT** the Niagara Catholic District School Board hire a firm which specializes in surveying staff, parents and pastors with the objective of reporting to the Board no later than March 2018.

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Prepared by:	Trustee Fera
Date Submitted:	April 10, 2017
To be Presented:	May 23, 2017
Date:	May 23, 2017

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**NOTICE OF MOTION**

**Since we have just completed a very challenging set of negotiations  
Since it is always healthy to get honest feedback from the system  
Since it has been a number of years since we received feedback that could help us with policy decisions and visioning for the future**

**I am giving notice that at the next Board meeting I will move or cause to be moved that:**

**The NCDSB hire an firm which specializes in surveying staff, parents and pastors with the objective of reporting to the Board no later than March 2018.**

**The survey to seek information on items such as:**

- 1) Staff and parental attitudes toward the Board of Trustees**
- 2) Staff and parental attitudes towards the Director and the Senior administrative team**
- 3) Level of trust towards the administration of the NCDSB**
- 4) Feedback on communication practices within the Board**
- 5) Staff general job satisfaction within the school system**
- 6) Specific budget concerns at the school and the Board level**

**The firms interested in working with the Board on this project will present a proposal outlining their expertise in the area, their experience in this type of research, the general approach they might wish to take to implement the Board's wishes and the projected costs.**

**The firm, once chosen, will report to the Board on a timely manner and seek approval of the strategy on how the study will be implemented.**

Submitted by ~~Trustee Fera~~  
April 10, 2017