



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

*AGENDA AND MATERIAL*

## COMMITTEE OF THE WHOLE MEETING

**TUESDAY, MAY 10, 2016  
7:00 P.M.**

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



**9:00 p.m. Timed In Camera Item**

### **A. ROUTINE MATTERS**

1. Opening Prayer – Trustee O’Leary
2. Roll Call -
3. Approval of the Agenda -
4. Declaration of Conflict of Interest -
5. Approval of Minutes of the Committee of the Whole Meeting of April 12, 2016 A5

### **B. PRESENTATIONS**

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

1. Policy Committee
  - 1.1 Unapproved Minutes of the Policy Committee Meeting of April 26, 2016 C1.1
  - 1.2 Approval of Policies
    - 1.2.1 Access to Board Premises – Safe Schools Policy (302.6.3) C1.2.1
    - 1.2.2 Reimbursement of Travel Expenses Policy (201.4) C1.2.2
    - 1.2.3 Establishment and Cyclical Review of Policies Policy (100.5) C1.2.3
  - 1.3 Policy and Guideline Review 2015-2016 Schedule C1.3
2. Consolidated Long Term Accommodation Plan C2
3. Revised Health and Physical Education Family Life Curriculum Supplemental Resources C3
4. Niagara Catholic District School Board Level Graduation Rates for the 2010-2011 Grade 9 Cohort C4
5. Vision 2020 Strategic Plan Check-In C5
6. Board and Committee Meeting Dates Calendar 2016-2017 C6
7. Staff Development Department Professional Development Opportunities C7

- |     |   |       |
|-----|---|-------|
| 8.  | Committee of the Whole System Priorities and Budget 2015-2016 Update – April 2016 | -     |
| 9.  | Report on the 2016-2017 Balanced Board Budget                                     | C9    |
| 10. | Monthly Updates   |       |
|     | 10.1 Capital Projects Update  | C10.1 |
|     | 10.2 Student Senate Update  | -     |
|     | 10.3 Senior Staff Good News Update  | -     |

#### **D. INFORMATION**

- |    |  |      |
|----|--|------|
| 1. | Trustee Information                                |      |
|    | 1.1 Spotlight on Niagara Catholic – April 29, 2016 | D1.1 |
|    | 1.2 Calendar of Events – May 2016                  | D1.2 |
|    | 1.3 Graduation Dates June 2016                     | D1.3 |

#### **E. OTHER BUSINESS**

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

#### **F. BUSINESS IN CAMERA**

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

#### **H. ADJOURNMENT**

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
COMMITTEE OF THE WHOLE  
MAY 10, 2016**

***PUBLIC SESSION***

**TOPIC: MINUTES OF THE COMMITTEE OF THE WHOLE  
MEETING OF APRIL 12, 2016**

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**RECOMMENDATION**

**THAT** the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of April 12, 2016, as presented.



# MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

## TUESDAY, APRIL 12, 2016

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Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, April 12, 2016 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, who chaired the April Committee of the Whole for Vice-Chair Burtnik who was present electronically.

### A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayer was led by Chair MacNeil.

2. Roll Call

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>				
Michaela Bodis	✓			
Aidan Harold	✓			

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 O'Leary

**THAT** the Committee of the Whole approve the Agenda of the Committee of the Whole Meeting of April 12, 2016, as presented.

**CARRIED**

**4. Declaration of Conflict of Interest**

Declaration of Conflict of Interest was declared by Trustee Fera with Items F4.1.1 and F4.2.1 and Trustee O'Leary with Items F4.2.1, F4.2.2 and F4.2.3 of the In Camera Agenda, These trustees have family members who are teachers, or employees of the Board. They left the meeting during discussion of these items.

**5. Approval of Minutes of the Committee of the Whole Meeting of March 8, 2016**

Moved by Trustee Charbonneau

**THAT** the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of March 8, 2016, as presented.

**CARRIED**

**B. PRESENTATIONS**

Nil

**C. COMMITTEE AND STAFF REPORTS**

**1. Policy Committee**

**1.1 Unapproved Minutes of the Policy Committee Meeting of March 29, 2016**

Moved by Trustee Vernal

**THAT** the Committee of the Whole receive the unapproved Minutes of the Policy Committee Meeting of March 29, 2016, as presented.

**CARRIED**

Trustee Sicoli suggested Policy Committee Meeting times or dates be changed.

**1.2 Policy and Guideline Review 2015-2016 Schedule**

Director Crocco presented the Policy and Guideline Review 2015-2016 Schedule for the information of Trustees.

**2. System Priorities and Budget 2015-2016 Update – April 2016**

Director Crocco and Senior Administrative Council provided an update on the System Priorities and Budget 2015-2016.

Director Crocco and Senior Administrative Council answered questions of Trustees.

**3. Elementary Itinerant Arts Curriculum Delivery & Support**

Mark Lefebvre, Superintendent of Education introduced Teri Cristelli, Arts/Student Engagement Consultant.

Ms. Cristelli presented the Elementary Itinerant Arts Curriculum Delivery and Support report.

Superintendent Lefebvre and Ms. Cristelli answered questions of Trustees.

**4. Catholic Educational Congress 2016-2017 Update**

Director Crocco presented a background on the Catholic Educational Congress and introduced Krista Wood, Board Chaplaincy Leader and Chair of the Alliance Sub-Committee of the Catholic Educational Congress.

Ms. Wood presented the Catholic Education Congress 2016-2017 report.

Chair MacNeil thanked Krista for her commitment and for the Catholic Education Congress initiative.

**5. Long Term Accommodations Plan – Phase Three**

Ted Farrell, Superintendent of Education, Scott Whitwell, Controller of Facilities Services, and Kathy Levinski, Manager of Facilities Services presented the Long Term Accommodations Plan – Phase Three.

Superintendent Farrell and Controller Whitwell answered questions of Trustees.

Moved by Trustee O'Leary

**THAT** the Committee of the Whole recommend to the Niagara Catholic District School Board the approval of the Long Term Accommodation Plan – Phase Three, as presented.

**CARRIED**

Following a discussion on previous Board motions and discussions between Director Crocco and the Director of Education of Conseil scolaire de district catholique Centre-Sud on a joint partnership capital priorities submission to the Ministry of Education for a new downtown elementary school, Chair MacNeil read the following motion for the consideration of the Committee of the Whole; **THAT** the Committee of the Whole recommend to the Niagara Catholic District School Board to submit a request to delegate to the Conseil scolaire de district catholique Centre-Sud requesting a partnership to submit a capital priorities business case for a joint use school between St. Nicholas Catholic Elementary School and Ecole Immaculee Conception.

Discussion took place between Trustees and Senior Staff.

Moved by Trustee Charbonneau

**THAT** the Committee of the Whole recommend to the Niagara Catholic District School Board to submit a request to delegate to the Conseil scolaire de district catholique Centre-Sud requesting a partnership to submit a capital priorities business case for a joint use school between St. Nicholas Catholic Elementary School and Ecole Immaculee Conception.

**CARRIED**

**6. Niagara Catholic System Priorities 2016-2017**

Director Crocco and Senior Administrative Council presented the Niagara Catholic System Priorities 2016-2017.

Director Crocco and Senior Administrative Council answered questions of Trustees.

Chair MacNeil suggested the following amendments to the Niagara Catholic System Priorities 2016-2017;

- *Building Partnerships and Schools as Hubs* second bullet to “Enhance the relationships capacity between schools, parishes and homes in Niagara Catholic and the Diocese of St. Catharines”
- *Create Equity and Accessibility of Resources* bullet to begin with “continue to”
- *Provide Supports For Success* first bullet to begin “Evangelize our schools as we continue to deliver Catholic programs”

Moved by Trustee Fera

**THAT** the Committee of the Whole recommend to the Niagara Catholic District School Board the approval of the Niagara Catholic System Priorities 2016-2017, as amended.

**CARRIED**

The Niagara Catholic System Priorities 2016-2017 Appendix B will be revised as amended by the Committee of the Whole and recommended by the Committee of the Whole to the April 26, 2016 Board meeting for approval.

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

Frank Iannantuono, Superintendent of Education/Human Resources, presented the report on the Staff Development Department Professional Development Opportunities for information.

**8. Monthly Updates**

**8.1 Capital Projects Update**

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

**8.2 Student Trustees' Update**

Michaela Bodis and Aidan Harold, Student Trustees, presented a brief verbal update on the current activities of the Student Senate.

### **8.3 Senior Staff Good News Update**

Senior Staff highlights included:

#### **Superintendent Farrell**

- Holy Cross Catholic Secondary School dance and drama students will be involved in a unique performance at First Ontario Performing Arts Centre funded by the Ontario Trillium foundation and Canada Council for the Arts. A culmination of a four year Shebang process bringing Dreamwalker Dance Company together with Niagara Artists on Thursday April 21, 2016.

## **D. INFORMATION**

### **1. Trustee Information**

#### **1.1 Spotlight on Niagara Catholic – March 29, 2016**

Director Crocco highlighted the Spotlight on Niagara Catholic – March 29, 2016 issue for Trustees information.

#### **1.2 Calendar of Events – April 2016**

Director Crocco presented the April 2016 Calendar of Events for Trustees information.

#### **1.3 OCSTA Spring Regional Meeting Questions**

Director Crocco reviewed the memorandum from OCSTA regarding the invitation for Boards to submit two priority questions for discussion at the OCSTA Regional Meeting and asked Trustees for their input.

Following a discussion by Trustees Chair MacNeil will e-mail the draft formulated questions to Trustees prior to remitting to OCSTA by April 15, 2019 as requested.

#### **1.4 CCSTA 2017 Planning Committee Meeting – April 23, 2016**

Director Crocco reminded Trustees of the CCSTA regional planning meeting on April 23, 2016 at Our Lady of Scapular Church.

#### **1.5 Niagara Catholic Summer Camps 2016**

Director Crocco presented a draft copy of the Niagara Catholic District School Board Summer Camps 2016 flyer prior to its distribution throughout the Region of Niagara.

Superintendent Lefebvre highlighted key areas of the Niagara Catholic Summer Camps for 2016.

#### **1.6 Health and Physical Education Catholic Resources Update**

Director Crocco highlighted the Health and Physical Education Catholic Resources Update and implementation in Niagara Catholic.

Director Crocco and Superintendent Lefebvre answered questions of Trustees.



Director Crocco indicated that a report on the revised Health and Physical Education Curriculum and Catholic resources would be presented at the May Committee of the Whole meeting.

## **E. OTHER BUSINESS**

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

- 1.1 Director Crocco informed the Board that along with the continued design of a balanced budget for 2016-2017, a draft Facilities Partnership Plan is on target for presentation at the June Committee of the Whole meeting.
- 1.2 In accordance with Board's Administrative Guideline on School Name Selection, there has been a recommendation from students and staff at the Pope Francis Centre and supported by Senior Administrative Council to name the new day care facility Blessed Mother Teresa House.

This request was fully endorsed by the Board.

## **F. BUSINESS IN CAMERA**

Moved by Trustee Sicoli

**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 10:32 p.m. and reconvened at 11:36 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 April 12, 2016.

**CARRIED**

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

Moved by Trustee Vernal

**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 March 8, 2016, as presented.

**CARRIED (Item F1)**

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

Moved by Trustee O'Leary

**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 March 8, 2016, as presented.

**CARRIED (Item F3)**

## **H. ADJOURNMENT**

Moved by Trustee Vernal

**THAT** the April 12, 2016 Committee of the Whole Meeting be adjourned.

**CARRIED**

This meeting was adjourned at 11:37 p.m.

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Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **April 12, 2016.**

Approved on **May 10, 2016.**

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Fr. Paul McNeil  
Chairperson of the Board

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John Crocco  
Director of Education/Secretary -Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
COMMITTEE OF THE WHOLE  
MAY 10, 2016**

*PUBLIC SESSION*

**TOPIC: UNAPPROVED MINUTES OF THE POLICY COMMITTEE  
MEETING OF APRIL 26, 2016**

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**RECOMMENDATION**

**THAT** the Committee of the Whole receive the Unapproved Minutes of the Policy Committee Meeting of April 26, 2016, as presented.



## MINUTES OF THE POLICY COMMITTEE MEETING

**TUESDAY, APRIL 26, 2016**

Minutes of the Policy Committee Meeting held on Tuesday, April 26, 2016 at 4:00 p.m. in the Holy Cross Community Room, at the Catholic Education Centre, 427 Rice Road, Welland.

The meeting was called to order at 4:00 p.m. by Policy Committee Chairperson Vernal.

**1. Opening Prayer**

The meeting was opened with a prayer by Trustee Burtnik

**2. Attendance**

<b>Committee Members</b>	Present	Present Electronically	Absent	Excused
Pat Vernal (Committee Chair)	✓			
Kathy Burtnik	✓			
Dino Sicoli	✓			

**Student Trustees:**

*Michaela Bodis*, Trustee

*Aidan Harold*, Trustee

**Staff:**

*John Crocco*, Director of Education

*Yolanda Baldasaro*, Superintendent of Education

*Lee Ann Forsyth-Sells*, Superintendent of Education

*Scott Whitwell*, Controller of Facilities Services

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

**3. Approval of Agenda**

Moved by Trustee Burtnik

**THAT** the April 26, 2016, Policy Committee Agenda be approved, as amended to defer Items 6.3, 6.4 and 6.5 to the May 24, 2016 Policy Committee.

**APPROVED**

**4. Declaration of Conflict of Interest**

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

**5. Minutes of the Policy Committee Meeting of March 29, 2016**

Moved by Trustee Sicoli

**THAT** the Policy Committee approve the minutes of the Policy Committee Meeting of March 29, 2016, as presented.

**APPROVED**

**6. Policies**

***ACTION REQUIRED***

**POLICIES - FOR RECOMMENDATION TO MAY 10, 2016 COMMITTEE OF THE WHOLE**

**6.1 Access to Board Premises – Safe Schools Policy (302.6.3)**

Lee Ann Forsyth-Sells, Superintendent of Education, announced that no feedback was received from the vetting to the Access to Board Premises – Safe Schools Policy (302.6.3).

Following discussion, the Policy Committee recommended the following additional amendments:

**POLICY STATEMENT**

- No amendment

**ADMINISTRATIVE GUIDELINES**

- Page 3 replace “Receiving” to “Reception”

Moved by Trustee Sicoli

**THAT** the Policy Committee recommend to the May 10, 2016 Committee of the Whole Meeting to approve the revisions to the Access to Board Premises – Safe Schools Policy (302.6.3), as amended.

**APPROVED**

## **6.2 Reimbursement of Travel Expenses Policy (201.4)**

On behalf of Giancarlo Vetrone, Superintendent of Business & Financial Services, Director Crocco presented feedback received from the vetting process and highlighted amendments to the Reimbursement of Travel Expenses Policy (201.4) following the vetting process.

Following discussion, the Policy Committee recommended the following additional amendments:

### **POLICY STATEMENT**

- Remove “*to personnel*” and add “*and Trustee’s*”

### **ADMINISTRATIVE GUIDELINES**

- Page 2 add “*For distance travelled outside of the Region of Niagara a copy of the most effective and efficient route travelled as provided by MapQuest will be provided.*”

Moved by Trustee Sicoli

**THAT** the Policy Committee recommend to the May 10, 2016 Committee of the Whole Meeting to approve the revisions to the Reimbursement of Travel Expenses Policy (201.4), as amended.

### **APPROVED**

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

Deferred to May 24, 2016 Policy Committee meeting.

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

Deferred to May 24, 2016 Policy Committee meeting.

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

Deferred to May 24, 2016 Policy Committee meeting.

## **6.6 Establishment and Cyclical Review of Policies Policy (100.5)**

John Crocco, Director of Education, presented feedback received from the vetting process and highlighted amendments to the Establishment and Cyclical Review of Policies Policy (100.5) following the vetting process.

Following discussion, the Policy Committee recommended the following additional amendments:

### **POLICY STATEMENT**

- First sentence of paragraph 5 remove “*and Ministry of Education expectations*”

- Change last sentence of paragraph 5 to “*The development of a new Board Policy will be at the direction of the Board, or as required by law or regulations by the Director of Education*”

#### **ADMINISTRATIVE GUIDELINES**

- Page 2, Bullet 8 insert “*and be accountable for the*”

Moved by Trustee Burtnik

**THAT** the Policy Committee recommend to the May 10, 2016 Committee of the Whole Meeting to approve the revisions to the Establishment and Cyclical Review of Policies Policy (100.5), as amended.

**APPROVED**

Moved by Trustee Burtnik

**THAT** the Policy Committee recommend to the Committee of the Whole that pending the approval of the Establishment and Cyclical Review of Policies Policy (100.5), all references to Administrative Guidelines in current Board Policies be changed to Administrative Procedures.

**APPROVED**

#### **POLICY EDIT**

##### **6.7 Accessibility Standards Policy (800.8)**

Yolanda Baldasaro, Superintendent of Education, presented the edits to Appendix A of the Accessibility Standards Policy (800.8).

The Policy Committee suggested the following amendments:

#### **POLICY STATEMENT**

- No amendments

#### **ADMINISTRATIVE GUIDELINES**

- No amendments

In order to expedite the edit to Appendix A within the Accessibility Standards the Policy Committee recommended the Policy be added to the April 26, 2016 Board Meeting for approval.

Moved by Trustee Burtnik

**THAT** the Policy Committee recommend to the Niagara Catholic District School Board the approve of the edit to Appendix A within the Accessibility Standards Policy (800.8), as presented.

**APPROVED**

## **POLICIES - PRIOR TO VETTING**

### **6.8 Assessment, Evaluation, Reporting and Homework Policy (301.1)**

Superintendent Forsyth-Sells, presented the Assessment, Evaluation, Reporting and Homework Policy (301.1).

Following a discussion on the recommended edits, the Policy Committee requested that the Assessment, Evaluation, Reporting and Homework Policy (301.1), be brought back to the May, 2016 Policy Committee Meeting.

## **INFORMATION**

### **6.9 Policies Currently Being Vetted until May 13, 2016**

- Board By-Laws Policy (100.1)
- Niagara Catholic Parent Involvement Committee & By-Laws Policy (800.7)
- Religious Accommodation Policy (100.10.1)
- Safe Arrival Policy (302.3)
- Naming of Board Facility Policy (NEW)

### **6.10 Policy and Guideline Review 2015-2016 Schedule**

Director Crocco presented the Policy and Guideline Review 2015-2016 Schedule.

### **6.11 Time of Policy Committee Meetings**

A discussion took place regarding the time of the Policy Committee Meetings and a potential move of Policy discussions to Committee of the Whole Meeting Agendas.

It was determined by the Policy Committee that Policy Committee Meetings would stop at 6:15 p.m. and any outstanding Policies on the Agenda would be deferred to the next Policy Committee Meeting.

## **7. Date of Next Meeting**

May 24, 2016 – 4:00 p.m.

## **8. Adjournment**

The meeting adjourned at 6:16 p.m.



**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
COMMITTEE OF THE WHOLE MEETING  
MAY 10, 2016**

***PUBLIC SESSION***

**TITLE: ACCESS TO BOARD PREMISES – SAFE SCHOOLS POLICY  
(302.6.3)**

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**RECOMMENDATION**

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Access to Board Premises – Safe Schools Policy (302.6.3), as presented.

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

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

Recommended by: Policy Committee

Date: May 10, 2016



Niagara Catholic District School Board  
**ACCESS TO BOARD PREMISES POLICY  
(SAFE SCHOOLS)**  
STATEMENT OF POLICY

300 – Schools/Students

Policy No 302.6.3

Adopted Date: June 26, 2001

Latest Reviewed/Revised Date: December 17, 2013

In keeping with the Mission, Vision and Values of the Niagara Catholic District School Board, **the safety of students, staff, parents/guardians and authorized persons is a priority for the Niagara Catholic District School Board. The Board promotes a safe learning environment and workplace for all students, staff and authorized persons which is consistent with current legislation specifying** ~~ies~~ who is permitted on Board premises when the premises are being used for a purpose authorized **at any time** by the Board ~~on any day or at any time.~~

**This policy applies to all persons accessing any Board owned property or building under the jurisdiction of the Niagara Catholic District School Board. The Niagara Catholic District School Board authorizes its administrators** ~~staff~~ **to exercise rights as occupiers under the provisions of the Trespass to Property Act to utilize the provision of the regulation and the Criminal Code in efforts to ensure the safety of all authorized persons** ~~accessing Board premises, including all property or buildings, including Board contracted transportation vehicles.~~ **schools, of the Board, Board sites, all adjacent Board property of the Niagara Catholic District School Board, inclusive of playgrounds, parking lots, and school buses.**

~~The Principal/Vice Principal or another person authorized by the Board may prohibit entry to Board premises of an unauthorized person or to direct any unauthorized person to leave Board premises.~~

**The Board authorizes administrators or another person authorized by Board policy to prohibit entry onto Board premises of any unauthorized person and to direct any unauthorized person to leave Board premises.**

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

**References:**

- [\*Access to School Premises, Regulation \(0.Reg.474/00\) and Amendments \(0.Reg. 471/07\) s. 305 of the Education Act\*](#)
- [\*Protocol between Niagara Regional Police Service and the Niagara Catholic District School Board\*](#)
- [\*Protocol between Niagara Catholic District School Board and Family and Children's Services Niagara\*](#)
- [\*Safe and Accepting Schools Act\*](#)
- [\*Trespass to Property Act \(R.S.O. 1990 C. T. 21; Sections 1-5, 9\)\*](#)

**Niagara Catholic District School Board Policies/Procedures**

- [\*Code of Conduct Policy \(302.6.2\)\*](#)
- [\*Safe and Accepting Schools Policy \(302.6\)\*](#)
- [\*Student Suspension Policy \(302.6.4\)\*](#)
- [\*Student Expulsion Policy \(302.6.5\)\*](#)

- [\*Dress Code-Secondary Uniform Policy \(302.6.6\)\*](#)
- [\*Criminal Background Check Policy \(302.6.7\)\*](#)
- [\*Bullying Prevention and Intervention Policy \(302.6.8\)\*](#)
- [\*Progressive Student Discipline Policy \(302.6.9\)\*](#)
- [\*Elementary Standardized Dress Code Policy \(302.6.10\)\*](#)
- [\*Video Security Surveillance Policy \(701.3\)\*](#)
- [\*Community Use of Facilities Policy \(800.2\)\*](#)



Niagara Catholic District School Board  
**ACCESS TO BOARD PREMISES POLICY**  
**(SAFE SCHOOLS)**

ADMINISTRATIVE GUIDELINES-PROCEDURES

300 – Schools/Students

Policy No 302.6.3

Adopted Date: June 26, 2001

Latest Reviewed/Revised Date: December 17, 2013

~~The safety of students, staff, parents/guardians and authorized persons is a priority for the Niagara Catholic District School Board.~~

### SIGNAGE

The Facilities Services Department will ensure that all Board property and buildings have clearly marked signage indicating that it is Board Property; trespassers are prohibited; and that all visitors are to report to the main office or designated area in accordance with the Access to Board Premises Policy.

**PERSONS AUTHORIZED ON BOARD PREMISES** ~~The Access Board Premises Administrative Guidelines clarify the expectations and procedures governing who is and who is not permitted on school premises, in keeping with O. Reg. 474/00 as amended by O. Reg. 471/07.~~ Persons authorized to be on Board premises are not entitled to have access to all areas of the premises. Access shall be restricted to areas authorized by an administrator/supervisor or by permit approved by the Facilities Services Department.

~~Subject to any restrictions set out in this regulation,~~ The following persons are permitted to be on Board premises when the premises are being used for a purpose authorized by the Board:

- A person/pupil enrolled as a student in the school.
- A parent or guardian of such pupil/a student enrolled in the school.
- A person employed or retained by the Board.
- A person who is otherwise on the premises for lawful purposes (i.e. mail, deliveries, voting, Community Use Permit).

~~Access to school premises does not entitle the person to have access to all areas of the school.~~

### **2. Conditional Access is granted to the following:-**

- A person invited to attend an event, class or meeting.
- A person invited by the ~~Principal/Vice-Principal~~ Administrator/Supervisor or another person authorized by Board policy to be ~~in~~ on the school Board premises for a specific purpose (e.g. Catholic School Council, NCPIC, SEAC).

The following individuals have a statutory right to attend a Board site as a visitor and are required to sign in at the Main Office/~~Receiving~~ Reception Desk. The Administrator/Supervisor will authorize access within the school/Board site as a visitor to:

- A Trustee of the Board
- A MPP member of the Provincial Legislative for the school in his/her constituency
- A member of the clergy in the area where the member has pastoral charge.

### **PROHIBITION FROM REFUSAL OF ACCESS TO BOARD PREMISES**

- ~~All entrances of elementary schools shall remain locked and/or secured.~~
- ~~All entrances of secondary schools shall remain locked and/or secured where appropriate.~~

An ~~Administrator/Supervisor~~ ~~Principal/Vice-Principal/~~ or another person authorized by the Board has the duty to exercise his/her discretion to refuse admission ~~access to Board premises~~ to:

- anyone whose presence on the premises would be detrimental to the safety or well-being of a person on the premises. ~~O. Reg. 474/00, s. 3 (1)~~
- ~~A Principal/Vice-Principal/ or another person authorized by the Board has the duty to exercise his/her discretion to refuse admission to~~ anyone who fails to report his or her presence on the premises ~~as required by the Access to Board Premises Policy. in a specified manner. O. Reg. 474/00, s. 3 (2)~~
- a student who is suspended or expelled unless determined that the student is using the services of or taking a course or program to assist suspended or expelled students.
- individuals, under the order of the court, are not permitted to access Board premises, including, but not limited to, identified trespassers, non-custodial parents or other offenders.

### **BOARD PHOTO IDENTIFICATION CARDS AND AUTHORIZED ACCESS CARDS**

Niagara Catholic ~~Staff~~ Photo Identification Cards and authorized Access Cards provide access to designated Board buildings and/or rooms within a building as authorized by the Facilities ~~the property of the Board and must be returned as required when no longer or in use.~~ Services Department.

Individuals, who have been authorized to use the identification card to gain access to a Board building or rooms within a building are to provide their own individual access and are prohibited from providing access to visitors or unauthorized individuals.

~~A lost~~ Niagara Catholic Photo Identification Cards and authorized Access Cards are the property of the Board and must:

- not be covered or defaced in any way;
- ~~must~~ be returned when no longer valid or in use; and
- be reported immediately if lost to the Facilities Services Department.

1. A Niagara Catholic ~~Staff~~ Photo Identification Cards ~~shall be~~ will be authorized by Human Resources Services and issued by the Facilities Services Department ~~issued by the~~ to all Niagara Catholic employees and occasional employees and must be worn by the employee during working hours and the hours of operation. Employees must use their own photo identification card to gain access to a Board building and/or rooms within a building and are prohibited from providing access to visitors.
2. A Niagara Catholic authorized Access Card will be made available upon the request of a Trustee, including a Student Trustee of the Board, for access to the Catholic Education Centre and Holy Cross Community Room during their term of office.
3. A Niagara Catholic authorized Access Card will be made available, upon the request of a school Principal and authorized by the Facilities Services Department to the local Parish Priest. As a visitor, the local Parish Priest is required to enter the school at the main entrance, to sign in at the main office of the school, and have access as authorized by the school Principal.
4. A Niagara Catholic authorized Access Card will be issued to an authorized person, upon approval of community use of facilities permit by the Facilities Services Department.

~~A lost Photo Identification Card must be reported to the Facilities Services Department.~~

### **ACCESS BY VISITORS TO BOARD PREMISES**

All non-school based employees and visitors during operational hours are to comply with the following procedures when accessing any Board premises:

1. Upon arrival all non-school based employees and visitors are required to report to the main office/front desk:
  - sign the Visitor's Book, stating their name, time and reason for the visit.
  - wear a Visitor's Identification name tag for the duration of their visit.

- sign-out upon departure from Board premises.
2. All visitors authorized to access Board premises beyond normal operational hours are to gain access and be accompanied by an authorized employee of the Board. Visitors are prohibited from unaccompanied access to any Board premises.

### **Visitor's Book**

Each school will keep a Visitor's Book to record pertinent information regarding all visitors. The Visitor's Book will be maintained as per the following guidelines:

- As outlined in Section 265(n) of the Education Act, the maintenance of the Visitor's Book shall be the responsibility of the school Principal.
- The Visitor's Book shall be kept in a location determined by the Principal and shall be administered by such personnel as directed by the school Principal.
- All visitors entering the school beyond the office must complete the information required in the Visitor's Book and wear a Visitor's Identification Card.

### **Prohibition from Access**

- All entrances of elementary schools shall remain locked and/or secured.
- All entrances of secondary schools shall remain locked and/or secured where appropriate.
- A Principal/Vice Principal or another person authorized by the Board has the duty to exercise his/her discretion to refuse admission to anyone whose presence on the premises would be detrimental to the safety or well-being of a person on the premises. *O. Reg. 474/00, s. 3 (1)*
- A Principal/Vice Principal or another person authorized by the Board has the duty to exercise his/her discretion to refuse admission to anyone who fails to report his or her presence on the premises in a specified manner. *O. Reg. 474/00, s. 3 (2)*

### **TRESPASS TO PROPERTY**

An Principal/Vice Principal/Administrator/Supervisor or authorized designate of a school may direct a person to leave the Board premises if the person is prohibited by regulation or Board policy. When a person is prohibited from Board premises, it means all premises and property of the Niagara Catholic District School Board.

If determined necessary by the Administrator/Supervisor and in consultation with the Family of Schools' Superintendent/Controller of Facilities Services, the Principal Administrator/Supervisor will issue send a Trespass to Property Letter (*Appendix A*) by registered mail with copies sent to the Niagara Regional Police Service, the Family of Schools' Superintendent/Controller of Facilities Services and the Board Lawyer. The Trespass to Property Letter will prohibit the individual from access to all Board property and premises throughout the Niagara Catholic District School Board until otherwise notified.

A Trespass to Property Letter (*Appendix A*) by registered mail with copies sent to the Niagara Regional Police Service, the Family of Schools' Superintendent and the Board Lawyer

If a Principal/Vice Principal or designate observes or becomes aware of a person entering the premises where entry is prohibited, or is engaging in a prohibited activity, or fails to leave the premises immediately after being directed the following procedures will be followed:

- Approach the person.
- Ask the person to identify him/herself and the reason for his/her presence on Board property.
- If the person is a student from another school, ask for the name of the school.
- Request that the person leave the premises.
- If a Principal/Vice Principal or designate is unable to identify the person for the purpose of sending a letter, the Principal/Vice Principal or designate will record the incident that the person has received a verbal warning.
- If a Principal/Vice Principal or designate observes or becomes aware of the person returning, the police will be contacted and the situation will be monitored.

### **Building Entrance Signage**

~~Schools are encouraged to make the public aware of the *Education Act's Access to School Premises Regulation 474/00*.~~

~~All schools are required to post signs welcoming and requiring all visitors to begin their visit to the school by reporting to the school office or designated area before going to other sections of the building.~~

~~Each school shall designate the location(s) of visitor entrances which will be identified by Board approved signs.~~

~~Schools may wish to consider other control measures to ensure that these identified entrances are the only entrances available to visitors during the regular school hours.~~

### **SCHOOL WATCH PROGRAM**

School Watch Program signs are posted at all schools/Board sites in the Niagara Catholic District School Board. Principals/Vice Principals Administrators or authorized designate will invite community partners/neighbours by letter (*Appendix B*) to participate in the School Watch Program by anonymously contacting the police during non-school hours if they observe any inappropriate activities or actions on school or Board property.

### **Visitor's Book**

~~Each school will keep a Visitor's Book to record pertinent information regarding all visitors. The Visitor's Book will be maintained as per the following guidelines:~~

- ~~• As outlined in Section 265(n) of the Education Act, the maintenance of the Visitor's Book shall be the responsibility of the school Principal.~~
- ~~• The Visitor's Book shall be kept in a location determined by the Principal and shall be administered by such personnel as directed by the school Principal.~~
- ~~• All visitors entering the school beyond the office must complete the information required in the Visitor's Book and wear a Visitor's Identification Card.~~

### **7. Visitors to Schools—Visitor Identification Cards**

~~All visitors authorized to be in a school building or on Board and school property are required to wear a Visitor's Identification Card issued by the Board's Facilities Services Department. Visitor Identification Cards apply during the hours of operation of the schools.~~

### **8. Photo Identification Cards**

~~Photo Identification Cards shall be issued to all Niagara Catholic employees who are required to wear the Photo Identification Card during the hours of operation of the schools.~~

~~Photo Identification Cards are the property of the Board and must be returned as required when no longer in use. A lost Photo Identification Card must be reported to the Facilities Services Department.~~

## APPENDIX A

### TRESPASS TO PROPERTY SAMPLE LETTER

Place on School Letterhead

Date

Name

Address

Town, Province

Postal Code

Dear:

Re: Trespass to Property Letter  
*Sent by Registered Mail*

This letter is to inform you that under the *Trespass to Property Act*, s. 305 of the Education Act, you are not, permitted access to, or be on the premises of, \_\_\_\_\_ [*Name of School, and address*], ~~and all Board sites.~~ **Board property or buildings, including Board contracted transportation vehicles of the Niagara Catholic District School Board.**

The conditions of this letter are in effect from \_\_\_\_\_ to \_\_\_\_\_.  
[insert date] [insert date]

If you [*or Name of Student*] for any reason, disregard the conditions set out in this letter and enter(s) the premises of the Board, the Niagara Regional Police Service will be instructed to charge you under the *Trespass to Property Act*, R.S.O. 1990 c.T.21 as amended.

If found guilty of trespassing, you (*he/she*) could be liable to a fine of up to \$2000, and in the event of any damage, a further judgement of up to \$1000.

Please be advised that no further warning will be given and you are expected to conduct yourself appropriately.

Should you wish to appeal the conditions set out in this letter, you must provide written notice of your intention to appeal to the Family of Schools' Superintendent within ten (10) days of receipt of this letter. Please forward such written notice to the *Family of Schools' Superintendent of Education*, Niagara Catholic District School Board, 427 Rice Road, Welland, Ontario L3C 7C1 or (Fax 905.735.9710).

Sincerely,

Principal

c. Chief of Police, Niagara Regional Police Service  
Family of Schools' Superintendent/**Controller of Facilities Services**  
Board Lawyer



## APPENDIX B

### PARTICIPATION IN SCHOOL WATCH PROGRAM SAMPLE LETTER

Place on School Letterhead

RE: SCHOOL WATCH PROGRAM

Dear Community Partner/Neighbour:

As community partners and neighbours you are invited to participate in the School Watch Program simply by anonymously contacting the Niagara Regional Police Service during non-school hours if you observe any inappropriate activities or actions on school or board property.

For non-emergency calls or for general information, do not dial 9-1-1.

Use the Niagara Regional Police Service number for your area and follow the instructions given by the automated attendant:

<b><i>Area</i></b>	<b><i>Phone Number</i></b>
St. Catharines, Niagara-on-the-Lake, Niagara Falls and Thorold	905.688.4111
<b>Fort Erie</b>	<b>905.871.2300</b>
Pelham	905.735.7811
Grimsby, Lincoln and West Lincoln	905.945.2211
Welland, Wainfleet and Port Colborne	905.735.7811
Callers with a TTY <i>(a text telephone device that is used by the hearing or speech impaired)</i>	905.688.1466

Thank you for your participation in the Niagara Catholic School Watch Program, for your continued support of Catholic education and the safety of our school communities in the Niagara Catholic District School Board.

Sincerely,

*[Insert Principal's Name/Designate]*

*[Insert Title]*

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
COMMITTEE OF THE WHOLE MEETING  
MAY 10, 2016**

***PUBLIC SESSION***

**TITLE: REIMBURSEMENT OF TRAVEL EXPENSES POLICY (201.4)**

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**RECOMMENDATION**

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Reimbursement of Travel Expenses Policy (201.4), as presented.

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

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

Recommended by: Policy Committee

Date: May 10, 2016



Niagara Catholic District School Board

## **REIMBURSEMENT OF TRAVEL EXPENSES POLICY**

### STATEMENT OF POLICY

200 – Human Resources

Policy No 201.4

Adopted Date: December 22, 1998

Latest Reviewed/Revised Date: October 28, 2014

In keeping with the Mission, Vision, and Values of the Niagara Catholic District School Board, the Board shall provide reimbursement ~~to personnel~~ for reasonable travel expenses incurred while on Board approved business. The Board is committed to ensuring travel reimbursement expenses are associated with employee's and **Trustee's** duties and continue to maximize benefits to the Board.

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

#### **References**

- *Niagara Catholic District School Board Policies/Procedures*
  - [Employee Code of Conduct and Ethics Policy \(201.17\)](#)
  - [Income Tax Regulations C.R.C, c.945 Income Tax Act](#)



Niagara Catholic District School Board  
**REIMBURSEMENT OF TRAVEL EXPENSES**  
ADMINISTRATIVE GUIDELINES

200 – Human Resources

Policy No 201.4

Adopted Date: December 22, 1998

Latest Reviewed/Revised Date: October 28, 2014

## EMPLOYEES ELIGIBLE FOR REIMBURSEMENT

Travel cost reimbursements will be paid to eligible employees for travel on approved Board business to various destinations, as follows:

1. Employees scheduled between work sites, according to Board approved assignments.
2. Employees travelling within the Board's jurisdiction on business, with the approval of their Supervisor.
3. Employees travelling outside the Board's jurisdiction, with the approval of their Supervisor.

## TRAVEL ELIGIBLE FOR REIMBURSEMENT

1. All travel at the start of day and end of day between home and any Niagara Catholic work site is the responsibility of the employee.
2. All travel costs between Niagara Catholic work sites are eligible for reimbursement when an employee is scheduled for two assignments on the same day.
3. All distances claimed for reimbursement will be determined by the shortest route. A schedule of predetermined distances between school sites will be provided. For distance travelled outside of the Region of Niagara a copy of the most effective and efficient route travelled as provided by MapQuest will be provided.
4. During weekends, with the approval of their Supervisor, eligible employees will be reimbursed for the distance actually travelled on Board business, unless the individual is paid overtime.
5. Employees participating in full day conferences, meetings, workshops or general activities organized within the Niagara Region will not be eligible for travel reimbursement. The location of the conference, meeting, workshop or general activity will be designated as a Niagara Catholic site for the duration of the activity.

## RATE OF REIMBURSEMENT

- ~~1. The rate of reimbursement shall be 45 cents per kilometre.~~
- ~~2. The rate of reimbursement shall be reviewed by the Director of Education at least every two years\*.~~
- ~~3. The Director, in consultation with the Superintendent of Business and Financial Services, shall arrive at a rate for travel reimbursement after considering other rates in school boards, regional, municipal and Ontario government offices. A report on any changes in rate shall be review at the Policy Committee.~~

Employees will receive an allowance on a per-kilometer rate that is deemed reasonable by the Niagara Catholic District School Board in accordance with the amounts prescribed in section 7306 of the Income Tax Regulations.

These rates will be used as a guideline to determining the annual per-kilometre rate paid to Niagara Catholic Employees and Trustees as recommended by the Superintendent of Business and Financial Services to the Director of Education for approval. Employees will be notified when the annual per-kilometre rate is changed through a Memorandum issued by the Superintendent of Business & Financial Services.

## REIMBURSEMENT PROCEDURES

Eligible employees will be reimbursed at the approved rate, as follows:

1. The [Reimbursement of Travel Expenses Form](#) is to be completed and signed by the eligible employee.
2. The Reimbursement of Travel Expenses Form is to be signed by the eligible employee's Supervisor/Superintendent and then forwarded to the appropriate Superintendent/ Controller of Facilities Services.
3. The Reimbursement of Travel Expenses Form shall be submitted on a monthly basis within the current school year.
4. The approval for travel reimbursement for forms submitted beyond 60 days of travel dates will be at the discretion of the Superintendent of Business and Financial Services.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
COMMITTEE OF THE WHOLE MEETING  
MAY 10, 2016**

***PUBLIC SESSION***

**TITLE: ESTABLISHMENT AND CYCLICAL REVIEW OF POLICIES  
POLICY (100.5)**

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**RECOMMENDATION**

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Establishment and Cyclical Review of Policies Policy (100.5), as presented.

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board that pending the approval of the Establishment and Cyclical Review of Policies Policy (100.5), all references to Administrative Guidelines in current Board Policies be changed to Administrative Procedures.

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

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

Recommended by: Policy Committee

Date: May 10, 2016



Niagara Catholic District School Board

**ESTABLISHMENT AND CYCLICAL  
REVIEW OF POLICIES POLICY**

STATEMENT OF POLICY

100 – Board

Policy No 100.5

Adopted Date: October 27, 1998

Latest Reviewed/Revised Date: April 27, 2010

In keeping with the Mission, Vision and Values of the The Niagara Catholic District School Board, in order to fulfill its duties and responsibilities, the Board reserves to itself the governing function of establishing and cyclically reviewing Policies. for those to whom it delegates authority. The Policies that regulate action will govern the operation of the Niagara Catholic school system. and the internal operations of the Board. The Policies Policy pertaining to the internal governing operations of the Board of Trustees shall be called By-laws.

The Director of Education, as Chief Executive Officer, is accountable to the Board for the implementation of Board approved Policy and shall issue Administrative Procedures Guidelines to implement in support of each Policy.

The Policies of the Board shall be congruent with and supportive of the Education Act and Regulations of the Province of Ontario, all applicable laws and statutes, and of the Mission Statement and Vision 2020 Strategic Plan of the Niagara Catholic District School Board. and all applicable laws and statutes.

The process of establishing Policies and the cyclical review of all Policies will include timely consultation with individuals and groups as deemed appropriate to a particular policy.

All Policies will shall be reviewed on a cyclical basis of at least every five (5) years to ensure that they continue to meet the current needs of the system and are in compliance with current legislation and Ministry of Education expectations. Specific Policies may be reviewed earlier within the five year cycle as required to ensure alignment with changes in law, regulations or at the request of the Board, Policy Committee or the Director of Education. Consideration of The development of a new Board Policy will be at the direction of the Board, or the Director of Education as required by law or regulations by the Director of Education.

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

**References**

- [Education Act](#)
- *Niagara Catholic District School Board Policies/Procedures*
  - [Board By-laws \(100.1\)](#)



Niagara Catholic District School Board

## **ESTABLISHMENT AND CYCLICAL REVIEW OF POLICIES POLICY**

ADMINISTRATIVE GUIDELINES PROCEDURES

100 – Board

Policy No 100.5

Adopted Date: October 27, 1998

Latest Reviewed/Revised Date: April 27, 2010

The development of a new Board Policy will be at the direction of the Board or the Director of Education as required by law or regulations. The development and review of all policies shall will be initiated by the Board, Policy Committee or the Director of Education. The Director of Education may delegate the development or revision of Policy Statements and Administrative Procedures Guidelines to appropriate members of Senior Administrative Council and staff.

The establishment of new Policies and Administrative Procedures Guidelines as well as the cyclical review of existing Policies and Administrative Procedures Guidelines will adhere to the following process:

1. The draft of a new Policy or changes to an existing Policy will be reviewed by Senior Administrative Council. ~~for input.~~
2. ~~Once approved by the Director of Education, the draft Policy and Administrative Procedures will then be forwarded to the Policy Committee. for input and information.~~
3. The Policy Committee may recommend that the draft Policy be vetted to various stakeholder groups or that it be returned to staff for further study.
4. Once ~~approved~~ recommended by the Policy Committee for vetting, the draft Policy and Administrative Procedures will then be distributed to stakeholder groups as identified in these Administrative Procedures. ~~in the Policy Development Update Form.~~
5. Once the vetting process has been completed, Senior Administrative Council will consider the recommendations from the vetting process as part of the design of the final draft Policy to the Policy Committee. ~~will then be presented to Senior Administrative Council for review.~~
6. Once approved by the Director of Education, the final draft Policy will ~~then~~ be submitted to the Policy Committee for review and consideration as a recommendation to the Committee of the Whole. At the Policy Committee, the lead member of Senior Administrative Council will provide a summary of the feedback received during the vetting process and any changes made to the draft Policy. Once approved by the Policy Committee, the final draft will be forwarded to the Committee of the Whole as a recommendation for consideration at the next Committee of the Whole meeting.
7. Once reviewed and approved by the Committee of the Whole, the final draft will ~~then~~ be forwarded to the Board as a recommendation for consideration at the next Board Meeting. ~~its next meeting.~~
8. The Director of Education will issue and be accountable for the Administrative Procedures Guidelines, if necessary, to implement ~~in support of the Policy, ensure it is posted on the Board website and brought to the attention of staff for compliance. and will distribute the policy to the system.~~
9. Once approved by the Board, the Policy Policies and Administrative Procedures Guidelines will be reviewed with the appropriate administrative staff, who will then ~~in turn~~ review the Policy and Administrative Procedures with school staff for implementation as of the date of Board approval. ~~to begin the implementation process.~~



## **VETTING PROCESS**

As determined by the Policy Committee, a draft Policy and its accompanying Administrative Procedures may be vetted with all or any of the following individuals or groups:

- Trustees
- Director of Education
- Superintendents
- Administrators
- Principals/Vice-Principals
- Student Achievement Department
- OECTA Elementary
- OECTA Secondary
- OECTA Occasional Teachers
- CUPE
- Managers
- Principals'/Vice-Principals' Council Association
- Non-Unionized Staff
- Catholic School Councils Chairs
- Regional Catholic School Council
- Alliance Committee
- Parent Involvement Committee
- Special Education Advisory Committee
- The Bishop
- Pastors
- Board Solicitors
- Student Senates
- Others as identified by the Policy Committee

## **VETTING TIMELINE**

The timeline for vetting will generally be six (6) weeks to ensure an opportunity for placement on the agendas of Staff Meetings, Catholic School Councils, Alliance, Parent Involvement and Special Education Advisory Committee meetings of the Niagara Catholic District School Board.

As part of the Vetting Process, all draft Policy and Administrative Procedures will be placed on the Board website for feedback from members of the Niagara Catholic community.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
COMMITTEE OF THE WHOLE MEETING  
MAY 10, 2016**

*PUBLIC SESSION*

**TITLE: POLICY AND GUIDELINE REVIEW 2015-2016 SCHEDULE**

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The Policy and Guideline Review 2015-2016 Schedule is presented for information.

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

Presented by: Policy Committee

Date: May 10, 2016



# POLICY AND GUIDELINE REVIEW SCHEDULE

SEPTEMBER 2015 - JUNE 2016

Updated: April 26, 2016

<i>SORTED BY POLICY COMMITTEE MEETING DATE</i>				
Policy Issued	Reviewed Revised	Policy #	POLICY NAME	Prior to Vetting After Vetting
2012	2014	201.16	Attendance Support Program	Sept. 2015
<b>NEW</b>		<b>NEW</b>	Asthma	Sept. 2015
2010	2010	800.6	Facility Partnerships	Oct. 2015
1998	2010	701.2	Pupil Accommodation Review	Oct. 2015
2001	2012	302.6.6	Dress Code - Secondary Uniform - <i>Safe Schools</i>	Nov. 2015
2012	2012	302.6.10	Elementary Standardized Dress Code - <i>Safe Schools</i>	Nov. 2015
<b>NEW</b>		<b>NEW</b>	French Immersion	Nov. 2015
2012	2014	201.16	Attendance Support Program	Nov. 2015
<b>NEW</b>		<b>NEW</b>	Asthma	Nov. 2015
2001	2013	302.6.3	Access to Board Premises - <i>Safe Schools</i>	Jan. 2016
1998	2014	201.4	Reimbursement of Travel Expenses	Jan. 2016
2010	2010	800.6	Facility Partnerships	Jan. 2016
1998	2010	701.2	Pupil Accommodation Review	Jan. 2016
2001	2012	302.6.6	Dress Code - Secondary Uniform - <i>Safe Schools</i>	Jan. 2016
2012	2012	302.6.10	Elementary Standardized Dress Code - <i>Safe Schools</i>	Jan. 2016
<b>NEW</b>		<b>NEW</b>	French Immersion	Jan. 2016
1998	2010	100.5	Establishment and Cyclical Review of Policies	Feb. 2016
2002	2015	201.7	Employee Workplace Harassment *	Feb. 2016
2002	2015	201.11	Employee Workplace Violence *	Feb. 2016
2002	2015	201.6	Occupational Health & Safety *	Feb. 2016
2010	2010	100.10.1	Religious Accommodation	March 2016
<b>NEW</b>		<b>NEW</b>	Naming of a Board Facility	March 2016
1997	2010	100.1	Board By-Laws	March 2016
2011	2013	800.7	Niagara Catholic Parent Involvement Committee & By-Laws	March 2016
1999	2010	302.3	Safe Arrival	March 2016
2011	2013	301.1	Assessment, Evaluation, Reporting and Homework Policy	May 2016
2001	2013	302.6.3	Access to Board Premises - <i>Safe Schools</i>	April 2016
1998	2014	201.4	Reimbursement of Travel Expenses	April 2016
1998	2010	100.5	Establishment and Cyclical Review of Policies	April 2016
2002	2015	201.7	Employee Workplace Harassment *	May 2016
2002	2015	201.11	Employee Workplace Violence *	May 2016
2002	2015	201.6	Occupational Health & Safety *	May 2016
2010	2010	100.10.1	Religious Accommodation	May 2016
<b>NEW</b>		<b>NEW</b>	Naming of a Board Facility	May 2016
1999	2010	302.3	Safe Arrival	May 2016
2011	2013	800.7	Niagara Catholic Parent Involvement Committee & By-Laws	May 2016
1997	2010	100.1	Board By-Laws	May 2016
2011	2013	301.1	Assessment, Evaluation, Reporting and Homework Policy	Sept. 2016
<b>NEW</b>		<b>NEW</b>	Anti-Spam	

<b>SORTED BY CW/BOARD MEETING DATE</b>				
<b>Policy Issued</b>	<b>Reviewed Revised</b>	<b>Policy #</b>	<b>POLICY NAME</b>	<b>CW/BD</b>
2012	2014	201.16	Attendance Support Program	Dec. 2015
<b>NEW</b>		<b>NEW</b>	Asthma	Dec. 2015
2010	2010	800.6	Facility Partnerships	Feb. 2016
1998	2010	701.2	Pupil Accommodation Review	Feb. 2016
2001	2012	302.6.6	Dress Code - Secondary Uniform - <i>Safe Schools</i>	Feb. 2016
2012	2012	302.6.10	Elementary Standardized Dress Code - <i>Safe Schools</i>	Feb. 2016
<b>NEW</b>		<b>NEW</b>	French Immersion	Feb. 2016
2001	2013	302.6.3	Access to Board Premises - <i>Safe Schools</i>	May 2016
1998	2014	201.4	Reimbursement of Travel Expenses	May 2016
1998	2010	100.5	Establishment and Cyclical Review of Policies	May 2016
2002	2015	201.7	Employee Workplace Harassment *	June 2016
2002	2015	201.11	Employee Workplace Violence *	June 2016
2002	2015	201.6	Occupational Health & Safety *	June 2016
2010	2010	100.10.1	Religious Accommodation	June 2016
<b>NEW</b>		<b>NEW</b>	Naming of a Board Facility	June 2016
1999	2010	302.3	Safe Arrival	June 2016
2011	2013	800.7	Niagara Catholic Parent Involvement Committee & By-Laws	June 2016
1997	2010	100.1	Board By-Laws	June 2016
2011	2013	301.1	Assessment, Evaluation, Reporting and Homework Policy	October 2016
<b>NEW</b>		<b>NEW</b>	Anti-Spam	

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
COMMITTEE OF THE WHOLE MEETING  
MAY 10, 2016**

***PUBLIC SESSION***

**TITLE: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD - LONG  
TERM ACCOMMODATION PLAN – 2016-2021**

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**RECOMMENDATION**

**THAT** the Committee of the Whole recommends to the Niagara Catholic District School Board the endorsement of the Long Term Accommodation Plan Report, Phase One, Two and Three, as presented.

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Prepared by: Ted Farrell, Superintendent of Education  
Scott Whitwell, Controller of Facilities Services  
Kathy Levinski, Manager of Facilities Services

Presented by: Ted Farrell, Superintendent of Education  
Scott Whitwell, Controller of Facilities Services  
Kathy Levinski, Manager of Facilities Services

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

Date: May 10, 2016



## **REPORT TO THE COMMITTEE OF THE WHOLE MAY 10, 2016**

### **NIAGARA CATHOLIC DISTRICT SCHOOL BOARD - LONG TERM ACCOMMODATION PLAN – 2016-2021**

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#### **BACKGROUND INFORMATION**

At the February 9<sup>th</sup>, 2016 Committee of the Whole Meeting, the Committee of the Whole received Phase One of the Long Term Accommodation Plan for its consideration. The Phase One Report provided a summary and update on the status of previous Board motions on accommodations and recommended planning principles the Board would follow in designing the Long Term Accommodation Plan. At the February 23<sup>rd</sup>, 2016 Board Meeting, the Board approved Long Term Accommodation Planning Principles - Phase One.

At the March 8<sup>th</sup>, 2016 Committee of the Whole Meeting, the Committee of the Whole received Phase Two of the Long Term Accommodation Plan for its consideration. The Phase Two Report provided enrolment data for individual schools and consolidated enrolment data for each Families of Schools and each of the lower-tier municipalities in the Region of Niagara. At the March 29<sup>th</sup>, 2016 Board Meeting, the Board received the Committee of the Whole information report on Phase Two of the Long Term Accommodation Plan. At the March 29<sup>th</sup>, 2016 In-Camera Board Meeting, Section A, the Board discussed the staffing and property implications associated with the data provided in the Long Term Accommodation Plan – Phase Two report.

At the April 12<sup>th</sup>, 2016 Committee of the Whole Meeting, the Committee of the Whole received Phase Three of the Long Term Accommodation Plan for its consideration. The Phase Three Report provided recommendations for school communities to be considered for Attendance Area Reviews, Pupil Accommodation Reviews, and opportunities for community planning and partnerships for the consideration of the Board. At the April 26<sup>th</sup>, 2016 Board Meeting, the Board approved the Long Term Accommodation Plan – Phase Three.

#### **Updated Ministry Guidelines**

The capital assets of school boards need to be managed effectively and dedicated appropriately to achieve the Board's two Strategic Directions with its Vision 2020 Strategic Plan to *Build Strong Catholic Identity and Community and to Nurture the Distinctiveness of Catholic Education and Advance Student Achievement for All*. Guidelines issued by the Ministry of Education in March 2015, support school boards in designing Long Term Accommodation Plans.

#### **Board Policies**

At the February 23<sup>rd</sup>, 2016 Board Meeting, the Niagara Catholic District School Board approved the Pupil Accommodation Review Policy and the Community Planning and Partnerships Policy to support accommodation reviews that may impact school utilization. These two Board Policies also support the development of a Long Term Accommodation Plan.

## **Outstanding Board Approved Motions and Senior Staff Follow-up**

The information provided below provides the historical and current status of the Board motions along with a statement of an associated update.

1. THAT the Niagara Catholic District School Board maintains all three Catholic Secondary Schools in St. Catharines and continues to monitor the accommodation and utilization of all three Catholic secondary facilities, and that Senior Staff bring a report to the Board no later than April 2018.

*Approved: April 23, 2013*

*Update: May 10, 2016 - Monitoring continues*

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

*Approved: April 23, 2013*

*Update: A delegation from the Niagara Catholic District School Board will be presenting to the Board of the Conseil scolaire de district catholique Centre-Sud on Wednesday, May 11, 2016.*

3. THAT the Niagara Catholic District School Board approve the preparation and submission of a capital priorities business case to secure funding for a new joint venture Catholic elementary school in downtown St. Catharines with the French Catholic District School Board.

*Approved: April 23, 2013*

*Update: At the April 12th, 2016 Committee of the Whole Meeting, the following motion was passed: THAT the Committee of the Whole recommend to the Niagara Catholic District School Board to submit a request to delegate to the Conseil scolaire de district catholique Centre-Sud requesting a partnership to submit a capital priorities business case for a joint use school between St. Nicholas Catholic Elementary School and Ecole Immaculee Conception.*

*A delegation from the Niagara Catholic District School Board will be presenting to the Board of the Conseil scolaire de district catholique Centre-Sud on Wednesday, May 11, 2016.*

## **French Immersion**

One of the recommendations that came from the consultation process for Vision 2020, the Board's Strategic Plan, was for the Board to implement French Immersion. The Program will be fully implemented, ELKP to Grade 8, in designated elementary sites by September 2020. The program will then impact the secondary schools between 2021-2025. Summaries of the impact of the French Immersion were provided in the previous reports of the previous three phases.

## **Current Enrolment**

As of Thursday, March 31<sup>st</sup>, 2016 our Board enrolment for elementary and secondary school students is 21,986 students, comprised of 14,845 in the elementary panel and 7,141 in secondary.

The overall utilization rate of our schools is 92%: 89% elementary and 98% secondary.

## **Final Report**

The Board's Vision 2020 Strategic Plan recognizes that our Catholic schools are an integral part of vibrant and healthy communities. The Niagara Catholic District School Board is committed to ensuring that students are educated in the highest quality Catholic schools. The Board is further committed to maximizing the use of its facilities through pupil enrolment and engaging community partners.

The data for three Families of Schools has been slightly altered to reflect historical changes only to the On The Ground capacity as the result of school closures of three schools: Michael J. Brennan Catholic Elementary School (Saint Francis Catholic High School Family of Schools), Our Lady of Victory Senior Catholic Elementary School (Lakeshore Catholic Family of Schools) and St. Thomas More (Saint Michael Catholic High School Family of Schools).

The information included in the Niagara Catholic District School Board's Long Term Accommodation Plan 2016-2021 provides the Board with recommended directions related to the use of schools, in alignment with the Mission, Vision and Values of the Board and is made public part of our transparent process.

The recommendations are presented with the intent that there be an annual Board review of the current needs originally outlined in the long term accommodation plan which will address accommodation issues. The annual review by the Board will provide regular opportunities for the Board to address new accommodation issues.

A copy of the final Niagara Catholic District School Board Long Term Accommodation Plan 2016-2021 will be provided at the Committee of the Whole Meeting.

Following the May 10<sup>th</sup>, 2016 Committee of the Whole meeting, copies of the Long Term Accommodation Plan will be provided to all administrators, Catholic School Council Chairs, SEAC Chair, NCPIC Chair, Alliance Committee, Mayors and municipalities throughout the Region of Niagara.

All information, agendas and minutes related to Long Term Accommodation Planning will be posted on the Board website: [www.niagaracatholic.ca](http://www.niagaracatholic.ca).

## **RECOMMENDATION**

**THAT** the Committee of the Whole recommends to the Niagara Catholic District School Board the endorsement of the Long Term Accommodation Plan Report, Phase One, Two and Three, as presented.

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Prepared by: Ted Farrell, Superintendent of Education  
Scott Whitwell, Controller of Facilities Services  
Kathy Levinski, Manager of Facilities Services

Presented by: Ted Farrell, Superintendent of Education  
Scott Whitwell, Controller of Facilities Services  
Kathy Levinski, Manager of Facilities Services

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

Date: May 10, 2016



**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
COMMITTEE OF THE WHOLE MEETING  
MAY 10, 2016**

***PUBLIC SESSION***

**TITLE: REVISED HEALTH AND PHYSICAL EDUCATION FAMILY  
LIFE CURRICULUM SUPPLEMENTAL RESOURCES**

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The Revised Health and Physical Education Family Life Curriculum Supplemental Resources report is presented for information.

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Prepared by: Mark Lefebvre, Superintendent of Education  
Terri Pauco, Religion and Family Life Consultant

Presented by: Mark Lefebvre, Superintendent of Education  
Terri Pauco, Religion and Family Life Consultant

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

Date: May 10, 2016



## **REPORT TO THE COMMITTEE OF THE WHOLE MAY 10, 2016**

### **REVISED HEALTH AND PHYSICAL EDUCATION FAMILY LIFE CURRICULUM SUPPLEMENTAL RESOURCES**

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#### **BACKGROUND INFORMATION**

In spring 2015, the Ministry of Education released the revised Health and Physical Education (HPE) Policy Documents for both the elementary and secondary panels. The Assembly of Catholic Bishops of Ontario asked the Institute for Catholic Education (ICE) to oversee the development of resources to implement the revised HPE curriculum as part of the Family Life program in Catholic schools.

Since 1989, ICE has coordinated the implementation of a family life curriculum, consistent with the Catholic faith, in Catholic schools across the province. This curriculum presents a faithful view of human life, sexuality, marriage and family, complementing the efforts of parents, the first teachers of faith, to their children.

A gap analysis and review was conducted comparing the revised expectations from the Healthy Living strands in the HPE curriculum to those expectations found in the Family Life policy document (2012). It found that 90% of the expectations from the Human Growth and Development strand were already covered in the Fully Alive resource. Ontario Catholic Schools are well-positioned to continue to use the lens of faith to address the new learning dealing with mental health, online safety and the risks of sexting, respect for self and consent within healthy relationships, and respect for diversity found in the revised HPE document.

In the summer of 2015, a writing team was invited to develop resources for school and system administrators to support local initiatives to build understanding for parents, and the instructional capacity for staff. Classroom resources would be reviewed and approved by the Assembly of Catholic Bishops of Ontario ensuring that the lessons will be theologically sound and align with Catholic teaching.

This report will outline:

- Niagara Catholic Timeline for the HPE/Family Life Implementation
- Key Changes in Elementary Family Life
- The Key Changes in Grade 9 and Grade 10 Health and Physical Education Curriculum

**Niagara Catholic Timeline for the HPE/Family Life Implementation**

Summer 2015	Three Niagara Catholic teachers participated in the writing project: Shauna Mulligan ( <i>Elementary Writing Team</i> ) Jeff Keighan & Jennifer Benoit ( <i>Secondary Writing Team</i> )
October 2015	Schools send home ICE pamphlets- <i>A Parent's Guide to Understanding Family Life Education in Catholic Schools</i> ; information shared on the Niagara Catholic website and through parish bulletins
November 2015	ICE HPE Implementation session held in Toronto for board teams. Niagara Catholic sends a four member team: Mike Sheahan, Terri Pauco, Peggi Boutin (elementary teacher and Religion Council member), Colleen Quinn-Boyer (Admin rep)
December 2015	Niagara Catholic Secondary HPE - Religion Team PD session (full day) A Google drive was created for all secondary resources and shared with department chairs, teachers, and high school principals
January 2016	Director's Meeting - Administrator PD Session focused on Family Life and Health and Physical Education  Principals required to discuss the changes to the Family Life curriculum, using the newly developed ICE resources - <i>placemats, monographs, ppts, theological framework</i>  Note: the Ministry and ICE on behalf of the Assembly of Catholic Bishops of Ontario entered into discussions and further revisions to the Family Life lessons (elementary) and Health lessons (secondary) were identified.
March 2016	Terri Pauco presented to interested parishioners and parents at invitation of the Star of the Sea Parish- CWL Education Chair,
April 2016	Elementary Family Life lessons delivered to each elementary school; packages printed by the Boards Print and Design Centre from ICE files; lessons must be inserted into the Fully Alive Teacher Resource Binder.  ***waiting for re-revised Secondary Health Lessons to be posted on the ICE website to update the Google drive.  Elementary lessons are also available at <a href="http://iceont.ca/resources/teacher-resources/resources-for-elementary-teachers/">http://iceont.ca/resources/teacher-resources/resources-for-elementary-teachers/</a>
Ongoing	Terri Pauco and Mike Sheahan continue to support Principals and teachers through embedded PD and staff meeting presentations.
Next Steps	An invitational outreach session is being planned for diocesan priests and pastoral assistants to inform them of the changes to Family Life reflective of the HPE revisions.  As part of the 2016-2017, Niagara Catholic Faith Formation program, sessions focussing on issues related to human sexuality (ie. consent, sexting, pornography) and the pastoral care of students of same sex attraction or who identify as transgendered are being planned.

### Key Changes in Elementary Family Life

The following chart summarizes the new material being taught in each elementary grades to ensure that all Health expectations are being covered. In a few instances, the topic has been actually shifted to the previous grade.

Grade 1	Personal safety - the five senses
Grade 2	Personal safety - dental hygiene
Grade 3	No new changes
Grade 4	Changes in puberty (through discussion); shifted from Grade 5
Grade 5	Living in Relationship: Resiliency
Grade 6	Christian Moral Decision Making Model: <i>See, Judge, Act, Evaluate</i> Consent Homophobia (shifted from Grade 7)
Grade 7	Consent Sexting Pornography Sexual Exploitation
Grade 8	Consent Sexting Pornography Sexual Exploitation The human person, gender identity and gender expression

### The Key Changes in Grade 9 and Grade 10 Health and Physical Education Curriculum

There are several Health expectations that now must be taught in by secondary health and physical education teachers. Each deals with some aspect of sexual health and sexual decision-making. God's gift of human sexuality is also covered in secondary Religion, within the Family Life strand. Recognizing that only one credit in Physical Education is required to graduate as compared to the four credits of Religion needed for graduation, it is important that both departments work together to support the learning of students in engaging and effective ways which embrace the Church's teaching on chastity, The resources developed by ICE will be used by Health teachers.

Sensitivity must be given to the pastoral care and safety of all students, regardless of mental health challenges, gender identity and gender expression. Respecting difference helps build a truly Catholic culture in our schools.

The specific expectations are listed in the table.

C1.4 (Grade 9) - describe the relative effectiveness of various methods of preventing unintended pregnancy or sexually transmitted infections (STIs), including HIV/AIDS, and identify sources of information and support

C1.5 (Grade 9) - demonstrate an understanding of factors that can influence a person's understanding of their gender identity and sexual orientation, and identify sources of support for all students

C2.2 (Grade 9) - demonstrate an understanding of the skills and strategies needed to build healthy social relationships and intimate relationships

C2.3 (Grade 9) - apply their knowledge of sexual health and safety, including a strong understanding of the concept of consent and sexual limits, and their decision-making skills to think in advance about their sexual health and sexuality

C2.5 (Grade 10) - describe factors that influence sexual decision making and demonstrate an understanding of how to use decision-making and communication skills effectively to support choices related to responsible and healthy sexuality

C3.4 (Grade 10) - describe some common misconceptions about sexuality in our culture, and explain how these may cause harm to people and how they can be responded to critically and fairly

C3.5 (Grade 10) - explain how being in an exclusive relationship with another person affects them and their relations with others

The Institute of Catholic Education and the Assembly of Catholic Bishops of Ontario have ensured that all lessons created to support the implementation of the revised Physical and Health Education Policy Document (2015) reflect Church teachings accurately. As teachers begin to use the supplemental resources supporting elementary Family Life and Secondary Health, parents/guardians can be assured that what is being taught, especially regarding Human Growth and Development reflects the teachings of our faith and promotes the dignity of the human person.

The Revised Health and Physical Education Family Life Curriculum Supplemental Resources report is presented for information.

Prepared by: Mark Lefebvre, Superintendent of Education  
Terri Pauco, Religion and Family Life Consultant

Presented by: Mark Lefebvre, Superintended of Education  
Terri Pauco, Religion and Family Life Consultant

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

Date: May 10, 2016

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
COMMITTEE OF THE WHOLE MEETING  
MAY 10, 2016**

***PUBLIC SESSION***

**TITLE: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD LEVEL  
GRADUATION RATES FOR THE 2010-2011 GRADE 9  
COHORT**

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The Niagara Catholic District School Board Level Graduation Rates for the  
2010-2011 Grade 9 Cohort is presented for information.

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Prepared by: Lee Ann Forsyth-Sells, Superintendent of Education  
Presented by: Lee Ann Forsyth-Sells, Superintendent of Education  
Approved by: John Crocco, Director of Education/Secretary-Treasurer  
Date: May 10, 2016



## REPORT TO THE COMMITTEE OF THE WHOLE MEETING MAY 10, 2016

### NIAGARA CATHOLIC DISTRICT SCHOOL BOARD LEVEL GRADUATION RATES 2010-2011 GRADE 9 COHORT

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#### BACKGROUND INFORMATION

One of the Niagara Catholic Enabling Strategies for 2015-2016 in the Board Improvement Plan for Student Achievement and Well-Being is: *Design programs and supports for students to exceed the provincial graduation target of 85 per cent.*

In 2015, the provincial graduation rate surpassed the target of 85 per cent for the first time with a rate of 85.5 per cent.

The Ministry of Education calculates the four and five year graduation rates using a common provincial formula, including students who have stayed with the Board and students who have moved to another board.

The Niagara Catholic District School Board is pleased to release the graduation rates for the 2010-2011 Grade 9 cohort:

- 91.3 percent for the Year 4 Graduation Rate, and;
- 93.5 percent for the Year 5 Graduation Rate.

The Board graduation rate is a key indicator of student success. Niagara Catholic supports the student achievement of all students from Kindergarten to Graduation with the implementation of innovative school and community programs and partnerships:

- Student engagement
- Parent engagement
- Student Success programs in Niagara Catholic secondary schools,
- Specialist High Skills Major (SHSM) programs, Dual Credit/Connecting to College courses, Continuing Education and Cooperative Education courses
- Pope Francis Alternative Learning Centre, Pathways to Care programming
- Supervised Alternative Learning Plans (SALPs),
- Child and Youth in Care programs, and,
- Transition plans for all students.

Administrators, teaching and support staff, continue to support all students in collaboration with parents/guardians, to increase the number of students who successfully become graduates of the Niagara Catholic District School Board, fulfilling the Mission of Catholic Education and the Ontario Catholic School Graduate Expectations.

The Niagara Catholic Grade 9 four and five year Cohorts from 2007-2011 are included in this report.

Grade 9 Cohort	Year of Graduation	Four Year Graduation Rate (%)	Year of Graduation	Five Year Graduation Rate (%)
2007-2008	June 2011	88	June 2012	92
2008-2009	June 2012	88	June 2013	92
2009-2010	June 2013	89	June 2014	92
2010-2011	June 2014	91.3	June 2015	93.5

As a Niagara Catholic team, we continue to provide within our inclusive Catholic educational community innovative and engaging programs, supports and services designed for the success of all students.

Appendix A - Graduation Rates Across the Province of Ontario (Ministry of Education)

Appendix B - Niagara Catholic District School Board Graduation Rate Media Release

The Niagara Catholic District School Board Level Graduation Rates for the 2010-2011 Grade 9 Cohort is presented for information.

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

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

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

Date: May 10, 2016



## 2015 Graduation Rates Across the Province

May 3, 2016 9:15 A.M.

To ensure parents are well informed on how students are doing, Ontario is now publishing board-by-board graduation rates. Enhancing public confidence and helping students achieve excellence are key goals of Ontario's renewed vision for education.

School Board Name	Four-Year Graduation Rate	Five-Year Graduation Rate
Algoma DSB	69.1%	77.3%
Algonquin and Lakeshore CDSB	88.8%	92.0%
Avon Maitland DSB	69.1%	82.7%
Bluewater DSB	69.5%	83.0%
Brant Haldimand Norfolk CDSB	83.3%	87.6%
Bruce-Grey CDSB	83.5%	91.4%
CDSB of Eastern Ontario	85.4%	89.5%
Conseil scolaire catholique Providence	94.8%	97.0%
CS Viamonde	87.9%	92.0%
CSD du Grand Nord de l'Ontario	82.1%	88.7%
CSD du Nord-Est de l'Ontario	78.4%	82.4%
CSDC Centre-Sud	91.0%	93.7%
CSDC Franco-Nord	91.5%	94.8%
CSDC de l'Est ontarien	91.3%	93.4%
CSDC des Aurores boréales	85.7%	85.7%
CSDC des Grandes Rivières	87.6%	91.2%
CSDC du Centre-Est de l'Ontario	90.9%	92.6%
CSDC du Nouvel-Ontario	88.8%	92.2%
CÉP de l'Est de l'Ontario	87.2%	90.1%
DSB Niagara	77.4%	85.1%
DSB Ontario North East	46.1%	65.5%
Dufferin-Peel CDSB	88.2%	92.4%
Durham CDSB	86.1%	89.8%
Durham DSB	76.6%	84.3%
Grand Erie DSB	62.3%	74.2%
Greater Essex County DSB	76.0%	84.0%
Halton CDSB	88.1%	92.4%
Halton DSB	82.0%	89.9%
Hamilton-Wentworth CDSB	79.4%	85.4%
Hamilton-Wentworth DSB	70.0%	78.2%
Hastings & Prince Edward DSB	65.5%	74.7%
Huron Perth CDSB	89.7%	92.7%
Huron-Superior CDSB	84.0%	87.7%
Kawartha Pine Ridge DSB	72.4%	81.7%
Keewatin-Patricia DSB	61.6%	67.0%

Kenora CDSB	75.5%	77.5%
Lakehead DSB	65.3%	74.0%
Lambton Kent DSB	71.3%	78.8%
Limestone DSB	82.2%	87.0%
London District Catholic School Board	82.5%	88.3%
Near North DSB	64.7%	73.6%
Niagara CDSB	91.3%	93.5%
Nipissing-Parry Sound CDSB	73.7%	80.5%
Northeastern CDSB	62.7%	70.3%
Ottawa CDSB	89.1%	91.5%
Ottawa-Carleton DSB	81.2%	86.8%
Peel DSB	80.2%	87.2%
Peterborough Victoria Northumberland CDSB	87.2%	91.1%
Rainbow DSB	60.3%	72.8%
Rainy River DSB	76.0%	79.4%
Renfrew County CDSB	72.7%	81.8%
Renfrew County DSB	73.9%	84.9%
Simcoe County DSB	73.6%	80.5%
Simcoe Muskoka CDSB	83.5%	89.3%
St Clair CDSB	79.5%	90.6%
Sudbury CDSB	67.3%	76.8%
Superior-Greenstone DSB	58.9%	69.3%
Thames Valley DSB	66.3%	78.2%
Thunder Bay CDSB	77.2%	81.9%
Toronto CDSB	82.4%	88.2%
Toronto DSB	71.6%	81.6%
Trillium Lakelands DSB	73.3%	82.2%
Upper Canada DSB	76.7%	82.3%
Upper Grand DSB	72.4%	84.9%
Waterloo CDSB	78.8%	84.1%
Waterloo Region DSB	68.1%	80.2%
Wellington CDSB	85.9%	89.9%
Windsor-Essex CDSB	81.8%	88.9%
York CDSB	93.2%	95.9%
York Region DSB	86.3%	91.8%
<b>Provincial Graduation Rate</b>	<b>78.3%</b>	<b>85.5%</b>

## LEARN MORE

- [Getting Results: Ontario's Graduation Rate](#)

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**Available Online**  
**Disponible en Français**



## NEWS RELEASE

### NIAGARA CATHOLIC GRADUATION RATE SECOND IN ONTARIO'S ENGLISH-SPEAKING SCHOOL BOARDS

The Ontario Ministry of Education released the graduation rate for all publicly funded high schools in Ontario on Tuesday.

Director of Education John Crocco is pleased to announce that once again, Niagara Catholic continues to provide a variety of programs and services designed for students in all four career pathways (apprenticeships, college, university and direct entry into the work world), which has resulted in a graduation rate of 91.3 per cent, second among the province's 57 publicly funded English-language school boards for four-year graduation rates.

That figure is 13 per cent higher than the provincial average, and a 2.3 per cent increase over Niagara Catholic's graduation rate in 2014, the first year the Ministry of Education released the provincial results. We are also proud of the fact that 93.5 per cent of all secondary school students completed their OSSGD requirements within five years of beginning high school, eight (8) per cent higher than the provincial average.

Niagara Catholic's figures exceed the Ministry of Education's goal of an 85 per cent five-year graduation rate, and fulfill a strategy laid out in the Board's Vision 2020 Strategic Plan to exceed the Provincial target rate.

Board Chair Father Paul MacNeil said the results reflect the commitment Niagara Catholic has to student success.

*"This is truly wonderful news, and I can think of no better time than during Catholic Education Week in Ontario to celebrate the excellence in Catholic education here at Niagara Catholic,"* said Chair MacNeil. *"Parents, staff and our parish priests play a significant role in influencing students to strive for their personal bests. This outstanding result is a fantastic good news story, but is certainly no surprise to those of us who see first-hand the commitment to student success by all those involved in our Catholic schools."*

Director of Education John Crocco called the 2015 graduation result evidence of the Board's commitment to academic achievement.

*"The graduation rate of students is a key indicator of student success completing an Ontario Secondary School Diploma," said Mr. Crocco. "We believe our graduation rate is a clear indication of our Board's commitment to student success. We provide a range of pathways, programs, options and supports for all students, including Specialist High Skills Major, Dual Credit/Connecting College programs and a number of innovative strategies designed to increase student engagement and programs to enhance student experiences for all students throughout Niagara Catholic. While we are very proud of the success of all of our students, who are nurtured by our dedicated and talented staff, we will continue to strive to exceed our own excellent standard to ensure our students graduate from high school fully prepared for the next stage of their lives, whether it is apprenticeship, college, university or the world of work."*

*Niagara Catholic delivers excellence in Catholic education to more than 23,000 students in Niagara, from Early Learning Kindergarten through graduation.*

-30-

Contact: John Crocco, Director of Education  
Issued by: Jennifer Pellegrini, Communications Officer  
Date: May 4, 2016



**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
COMMITTEE OF THE WHOLE MEETING  
MAY 10, 2016**

***PUBLIC SESSION***

**TITLE: VISION 2020 STRATEGIC PLAN CHECK-IN**

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The Vision 2020 Strategic Plan Check- In report is presented for information.

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

Presented by: Lee Ann Forsyth-Sells, Superintendent of Education  
Christine Battagli, Consultant-Research, Assessment, Evaluation and Reporting

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

Date: May 10, 2016



## REPORT TO THE COMMITTEE OF THE WHOLE MAY 10, 2016

### VISION 2020 STRATEGIC PLAN CHECK-IN

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#### BACKGROUND INFORMATION

The Vision 2020 Strategic Plan Check-In Survey invited voluntary participation from students, staff, parents, guardians, clergy and partners in Catholic Education to provide feedback on the Board's multi-year Vision 2020 Strategic Plan at the half-way point of implementation in the 2015-2016 school year.

The Vision 2020 Strategic Plan Check-In questions focused on the two Strategic Directions: *Build Strong Catholic Identity and Community to Nurture the Distinctiveness of Catholic Education* and *Advance Student Achievement for All*, along with the seven Enabling Strategies from the Vision 2020 Strategic Plan, which align with the Mission Statement, Vision and Values 2020 Statements, clearly articulating the direct focus of the Niagara Catholic District School Board.

Questions were developed to invite feedback on the seven Enabling Strategies from the Vision 2020 Strategic Plan, which are the key focus areas that support the Strategic Directions, for 2017 through to 2020.

Respondents provided feedback on the seven Enabling Strategies from the Vision 2020 Strategic Plan:

- Provide Supports for Success,
- Enhance Technology for Optimal Learning,
- Building Partnerships and Schools as Hubs,
- Strengthen Human Resource Practices and Develop Transformational Leadership,
- Create Equity and Accessibility of Resources,
- Ensure Responsible Fiscal and Operational Management, and
- Address Changing Demographics.

The feedback from the Vision 2020 Strategic Plan Check-In Survey has been analyzed quantitatively and qualitatively; using coding strategies, highlighting broad themes and concepts to respect the voices of all participants.

The feedback will be reviewed to support the collaborative design of the Board's annual System Priorities for 2017 through to 2020.

A visual presentation will present the highlights of the Vision 2020 Strategic Plan Check-In as part of this report to the May Committee of the Whole Meeting.

The Vision 2020 Strategic Plan Check-In report is presented for information.

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

Presented by: Lee Ann Forsyth-Sells, Superintendent of Education  
Christine Battagli, Consultant-Research, Assessment, Evaluation and Reporting

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

Date: May 10, 2016

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
COMMITTEE OF THE WHOLE MEETING  
MAY 10, 2016**

***PUBLIC SESSION***

**TITLE: BOARD AND COMMITTEE MEETING DATES CALENDAR 2016-  
2017**

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**RECOMMENDATION**

**THAT** the Committee of the Whole recommends to the Niagara Catholic District School Board the approval of the Board and Committee Meeting Dates Calendar 2016-2017, 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 10, 2016





NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

## REPORT TO THE COMMITTEE OF THE WHOLE MEETING MAY 10, 2016

### BOARD AND COMMITTEE MEETING DATES CALENDAR 2016-2017

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#### BACKGROUND INFORMATION

At the February 23, 2016 Board Meeting, the Board approved the 2016-2017 School Year Calendar for submission to the Ministry of Education. On April 14, 2016 the Director of Education was notified by the Ministry of Education that “In accordance with subsection 5(1) of Regulation 304, your modified calendars have been approved”.

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 2016-2017 is presented for the consideration of the Committee of the Whole (Appendix A).

When the Board approves the Board and Committee Meeting Dates Calendar 2016-2017, staff will place a copy on Board websites, notify Board Committees and staff, produce a Board Meeting Dates Calendar for each school and a Board and Committee Meeting Dates Calendar 2016-2017 for distribution to all families.

Attached – Board and Committee Meeting Dates Calendar 2016-2017 (Draft)

#### RECOMMENDATION

THAT the Committee of the Whole recommends to the Niagara Catholic District School Board the approval of the Board and Committee Meeting Dates Calendar 2016-2017, 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 10, 2016



# 2016-2017 School Year Calendar & Meeting Dates

SEPTEMBER 2016						
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	

OCTOBER 2016						
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					

NOVEMBER 2016						
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			

DECEMBER 2016						
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

JANUARY 2017						
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				

FEBRUARY 2017						
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				

MARCH 2017						
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	

APRIL 2017						
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						

MAY 2017						
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			

JUNE 2017						
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	

JULY 2017						
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 2017						
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. Thursday as noted

- 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

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
COMMITTEE OF THE WHOLE MEETING  
MAY 10, 2016**

*PUBLIC SESSION*

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

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

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

Presented by: Frank Iannantuono, Superintendent of Education

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

Date: May 10, 2016



## REPORT TO THE COMMITTEE OF THE WHOLE MEETING MAY 10, 2016

### STAFF DEVELOPMENT DEPARTMENT PROFESSIONAL DEVELOPMENT OPPORTUNITIES

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#### BACKGROUND INFORMATION

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

The following is a listing of activities occurring during the period May 10, 2016 through June 14, 2016.

#### **Wednesday, May 11, 2016**

##### *Behaviour Management Systems (BMS) Training (Various Sites - 6)*

- Niagara Catholic Special Education staff will be providing mandatory Refresher Behaviour Management System (BMS) training (3 hours) for all Elementary and Secondary Educational Resource Teachers and selected Special Education staff during the afternoon of May 11, 2016. Principals and Vice-Principals who were not able to attend the training held on April 21, 2016 are welcome to participate with their family of schools at the designated site.

#### **Thursday May 12, 2016**

##### *Kindergarten and Primary After-School Workshop (Catholic Education Centre)*

- The session title is: The Inquiry Play Based Learning Environment: How to Inspire Invitations to Learning with Intentional Provocations.
- Participants will explore ways to transform your learning environment to cultivate a culture of inquiry with thoughtful and intentional provocations that will help inspire invitations to learning. This workshop will offer ideas on how our image of the child can guide us when using loose parts and ways to foster rich literacy and mathematical opportunities naturally through play.

#### **Monday, May 16, 2016**

##### *English as a Second Language Learning Session for Secondary ESL Teachers (Catholic Education Centre)*

- The goals of the training session are:
  - o Continue to ensure reliable administration of the STEP assessment.
  - o Share promising practices – cross panel collaboration.
  - o Continue to focus on utilizing Google Apps for Education to enhance instruction for ELLs.
  - o Develop a plan for on-going collaboration and sharing – use of Google Community.

**Tuesday, May 17, 2016**

*Primary and Junior EQAO Assessments Administration Workshop – After School (Catholic Education Centre)*

- Teachers of Grades 3 and 6, Educational Resource Teachers and Principals/Vice-Principals are invited to participate in an after-school workshop to support the administration of 2016 Primary and Junior Divisions EQAO Assessments of Reading, Writing and Mathematics. This Workshop will take place at the Catholic Education Centre in the Vincentian Sisters of Charity Room.

**Tuesday, May 17 and Wednesday, May 18, 2016**

*First Aid Training (Alexander Kuska Catholic Elementary School)*

- As per the Workplace Safety and Insurance Act, Regulation 1101, the Niagara Catholic District School Board is offering a two-day First Aid training for select employees on May 17 and 18.

**Wednesday, May 25, 2016**

*Google Classroom Training – After School Workshop (Catholic Education Centre)*

- Intermediate Council will be facilitating a hands-on and informative workshop for teachers. The training will focus on setting up on Google Classroom, Google Settings and other useful Google supports at the introductory level. The in-service will start with a short introductory period and then move on to hands on support from members of the Elementary Intermediate Council. There will also be time for sharing other great ideas teacher to teacher.

**Wednesday, May 25, 2016**

*Human Resources Certification Program for Administrators and Managers (White Oaks Conference Resort and Spa)*

- The title of the session is Integrating Life and Work presented by Frances Jacques from CPCO. In this session, participants will have the opportunity to explore strategies to build resilience, maintain a healthy life-work balance, and apply them to their current realities. Dialogue will focus on the importance of achieving personal and professional satisfaction in work; strategies to manage stress and build a healthy lifestyle and the role of motivation for self and in others.

**Thursday, May 26, 2016**

*Report Card Workshop for K – 12 Teachers – After School (Catholic Education Centre)*

- K to 12 teachers are invited to participate in an after school workshop to support Term 2/Semester 2 Report Card completion. The Workshop will focus on writing effective report card comments and the use of Maplewood *connectEd*. The Workshop will take place in the Vincentian Sisters of Charity Room.

**Thursday, May 26, 2016**

*Kindergarten and Primary After-School Workshop (Loretto Catholic Elementary School)*

- The session title is: Pedagogical Documentation: How to make learning visible and share how evidence of learning can be a natural component to your inquiry play based classroom.
- Participants will delve into how documentation of student learning can be evident throughout our classroom. We will explore documentation panels, learning stories, and the use of technology to align how learning does happen with the new Full Day Kindergarten Curriculum Document.

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

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

Presented by: Frank Iannantuono, Superintendent of Education

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

Date: May 10, 2016

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
COMMITTEE OF THE WHOLE MEETING  
MAY 10, 2016**

***PUBLIC SESSION***

**TITLE: REPORT ON THE 2016-2017 BALANCED BOARD BUDGET**

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**RECOMMENDATION**

**THAT** the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Report on the 2016-2017 Annual Budget, as presented.

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Prepared by: Giancarlo Vetrone, Superintendent of Business & Financial Services  
Senior Administration Council

Presented by: Giancarlo Vetrone, Superintendent of Business & Financial Services  
Senior Administration Council

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

Date: May 10, 2016



## **REPORT TO THE COMMITTEE OF THE WHOLE MEETING MAY 10, 2016**

### **REPORT ON THE 2016-2017 ANNUAL BUDGET**

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#### **BACKGROUND INFORMATION**

On March 24, 2016, the Ministry of Education, announced the education funding for the 2016-2017 school year. Investments in Ontario's publicly-funded education system continue to increase, with total funding expected to increase from \$22.6B in 2015-2016 to \$22.9B in 2016-2017. Per-pupil funding is projected to increase in 2016-2017 to \$11,709 – an increase of 1.4 percent from 2015-2016 and 63 percent since 2002-2003.

The 2016-2017 GSN introduced funding to support central labour agreements within the Province of Ontario. Salary increases in 2016-2017 will be funded by an increase in the salary benchmarks for teaching and not teaching staff of 1.25% for the entire 2016-2017 year.

The transformation of more than 1,000 different benefit plans for teachers and education workers throughout Ontario's 72 school boards into several provincial trusts is a major consolidation and rationalization that will improve the cost-efficiency and delivery of benefits.

The Ministry will again provide a two percent cost benchmark update to the non-staff portion of the School Operations Allocation benchmark to assist boards in managing the increases in commodity prices. With the exception of the electricity component of the School Operations Allocation benchmark which will increase by 7.3 percent, based on the Ministry of Energy's most recent Long-Term Energy Plan.

The projected average daily enrolment (ADE) for Niagara Catholic elementary and secondary schools is expected to decrease by (426) for the 2016-2017 academic school year. Our enrolment numbers continue to trend downward impacting our Grant allocation, which must be offset by a proportional reduction in expenditures.

The Senior Administrative Council continues to design accountability mechanisms for all areas of ministry revenues and ensure our cost structure is aligned with our 2016-2017 estimated Ministry revenue.

In addition, the 2016-2017 balanced budget aligns to achieve the Board approved Strategic Directions System Priorities 2016-2017 (Appendix A) and accomplish the expectations of Niagara Catholic's Vision 2020 Strategic Plan.

The Niagara Catholic District School Board is pleased to provide a projected 2016-2017 balanced budget without the use of prior year accumulated surplus.



For the review of the Trustees, we enclose the following information:

**APPENDIX A**

System Priorities 2016-2017

**APPENDIX B**

Estimates for 2016-2017 Enrolment, FTE Report

**APPENDIX C**

Expenditures by Departments

**APPENDIX D**

Estimates for Special Education & Board Administration

We take this opportunity to thank all the members of Board staff, who have been involved in the preparation of the 2016-2017 Annual balanced budget.

**RECOMMENDATION**

**THAT** the Committee of the Whole recommends that the Niagara Catholic District School Board approve the Report on the 2016-2017 annual balanced budget, as presented.

Prepared by: Giancarlo Vetrone, Superintendent of Business & Financial Services  
Senior Administration Council

Presented by: Giancarlo Vetrone, Superintendent of Business & Financial Services  
Senior Administration Council

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

Date: May 10, 2016



**NIAGARA CATHOLIC  
SYSTEM PRIORITIES 2016-2017**

*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***

- Evangelize our schools as we continue to deliver Catholic programs, supports and services to build strong Catholic identity and community, to advance student achievement and to promote positive well-being and relationships
- Improve student achievement in mathematics and create pathways for success for all students
- Develop and implement a plan to imbed global competencies and experiential learning in elementary and secondary programs
- Expand social justice opportunities, global citizenship and international education experiences

***Enhance Technology for Optimal Learning***

- Implement the 2016-2017 phase of the Technology Blueprint 2016-2020
- Relocate the network infrastructure of Educational Technology Services

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

- Enrich the engagement of student voice and leadership
- Enhance the relationship and capacity between schools, parishes and homes in Niagara Catholic and the Diocese of St. Catharines
- Expand, develop and implement community hub programs, services and facilities partnerships within school communities

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

- Design and deliver a comprehensive multi-year Professional Development plan
- Promote effective communication, process and leadership in decision making to nurture the distinctiveness of Catholic education and advance student achievement for all
- Develop a differentiated coaching and mentoring model for aspiring leaders

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

- Continue to design evidence informed decision making with key performance indicators to align with board and school improvement plans, system priorities and annual budgets

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

- Maintain financial stability through a balanced budget for 2016-2017
- Select and implement a functional and user friendly Accounting Software Platform

### ***Address Changing Demographics***

- Implement the 2016-2018 phase of the Long Term Board Accommodations Plan

## APPENDIX B

Projected Student Enrolment	Revised Budget 2015-2016	Original Budget 2016-2017	Increase (Decrease)
	-----	-----	-----
Elementary Enrolment - ADE	14,798	14,636	(162)
Secondary Enrolment - ADE	7,064	6,800	(264)
	-----	-----	-----
<b>Total Board Enrolment - ADE</b>	<b>21,862</b>	<b>21,436</b>	<b>(426)</b>
	=====	=====	=====

Average Daily Enrolment (ADE) continues to be a major factor in the calculation of the Funding Allocations for all school boards.

Under the Regulations, the calculation of Average Daily Enrolment for the school year is to be based on the number of students enrolled in our schools on two specific dates: OCTOBER 31 and MARCH 31.

ADE for Adult & Continuing Education programs is to be calculated using the same methods and parameters, as outlined in the regulations, as in prior years.

Projected School Staffing	Revised Budget 2015-2016	Original Budget 2016-2017	Increase (Decrease)
	-----	-----	-----
Total Elementary School Teachers	835	830	(5)
Total Secondary School Teachers	480	463	(17)
	-----	-----	-----
<b>Total Board School Teachers</b>	<b>1,315</b>	<b>1,293</b>	<b>(22)</b>
	=====	=====	=====

### Average Class Size:

Kindergarten ELKP (Year 1, 2)	26:1	26:1
Primary (Grade 1 to 3)	19.8:1	19.8:1
Junior and Intermediate (Grade 4 to 8)	24.5:1	24.5:1
Secondary (Grade 9 to 12)	22:1	22:1
Early Childhood Educator	26:1	26:1

<b>SCHEDULE 10 JOB CATEGORY</b>	<b>2015-2017 Staffing</b>	<b>2016-2017 Staffing</b>	<b>Increase (Decrease)</b>
Board Administration	57.20	56.40	(0.80)
Classroom Teachers	1292.00	1270.00	(22.00)
Coordinators & Consultants	23.00	23.00	0.00
Department Heads	88.00	88.00	0.00
Director & Supervisory Officers	7.00	7.00	0.00
Early Childhood Educator	101.00	95.00	(6.00)
Library & Guidance	67.45	67.45	0.00
Principals & VPs	80.00	80.00	0.00
Professionals, Para and Technicians	88.20	88.20	0.00
Pupil Transportation	2.00	2.00	0.00
School Office	4.00	4.00	0.00
School Operations & Maintenance	210.00	210.00	0.00
School Secretary	94.50	94.50	0.00
Supply Teachers	39.00	34.00	(5.00)
Teacher Assistants & CYW	329.00	320.50	(8.50)
Trustees	10.00	10.00	0.00
Athletics Coordinator - All Catholic League	0.00	1.00	1.00
<b>Grand Total</b>	<b>2492.35</b>	<b>2451.05</b>	<b>(41.30)</b>
	=====	=====	=====

Board Administration continues to reduce staffing needs and has not filled a vacant position

Classroom Teacher reductions are attributed to class size ratio compliance in all panels.

Early Childhood Educations have a class size compliance ratio in ELKP of 26:1. This reduction is the result of declining enrolment.

Supply Teacher reduction is attributed to the Ministry's Earned Leave Plan for OECTA staff. Implemented to control absenteeism in the province of Ontario.

Education Assistants and Child Youth Workers reduction is attributed to declining in enrolment and was accomplished through attrition without any layoffs.

The new proposal to introduce an all Catholic League will entail support from NCDSB for a full time convener role.

## APPENDIX C

Expenditures by Department	Revised Budget 2015-2016	Original Budget 2016-2017	Increase (Decrease)
	-----	-----	-----
<b>Operating Expenditures</b>			
Board Administration	\$8,030,693	\$7,688,786	(\$341,907)
Elementary Schools	\$125,948,860	\$127,503,875	\$1,555,015
Secondary Schools	\$65,209,330	\$65,174,972	(\$34,358)
Continuing Education	\$5,182,558	\$5,063,791	(\$118,767)
Facilities Operations	\$19,391,474	\$19,374,241	(\$17,233)
Facilities Maintenance	\$3,187,773	\$3,404,286	\$216,513
Student Transportation	\$9,720,800	\$9,553,860	(\$166,940)
Amortization of Future Benefits	\$856,805	\$856,805	\$0
Employee Future Benefits - Service Costs	\$450,000	\$450,000	\$0
Benefits - Maternity, WSIB and LTD, LTD	\$500,000	\$645,722	\$145,722
<b>Total Operating Expenses</b>	<b>\$238,478,293</b>	<b>\$239,716,338</b>	<b>\$1,238,045</b>
	-----	-----	-----
<b>Capital &amp; Other Expenditures</b>			
Facility Renewal	\$540,980	\$509,531	(\$31,449)
Interest on Capital	\$3,582,094	\$3,617,883	\$35,789
Depreciation & Amortization	\$11,335,000	\$10,304,234	(\$1,030,766)
Non-Operating Expenditures	\$117,487	\$117,487	\$0
Total Capital & Other Expenses	\$15,575,561	\$14,549,135	(\$1,026,426)
	-----	-----	-----
<b>Total Board Operating Expenditures</b>	<b>\$254,053,854</b>	<b>\$254,265,473</b>	<b>\$211,619</b>
	=====	=====	=====

	Revised Budget 2015-2016	Original Budget 2016-2017	Increase (Decrease)
	-----	-----	-----
<b>Board Administration</b>			
Salary & Wages	4,421,903	4,370,328	(51,575)
Employee Benefits	943,890	950,940	7,050
Professional Development	114,450	130,450	16,000
Supplies & Services	1,098,950	1,032,150	(66,800)
Computer Equipment	35,000	35,000	0
Furniture & Equipment	20,000	15,000	(5,000)
Fees & Contracts	1,396,500	1,154,917	(241,583)
	-----	-----	-----
Total Board Administration	<b>8,030,693</b>	<b>7,688,786</b>	<b>(341,907)</b>
	=====	=====	=====

The Reduction in Board Administration costs are attributed to a multi-year strategy to reduce workload and find efficiencies in our workflow models.

We have reallocated software costs to appropriate panels and continue to maintain a vacant position.

	Revised Budget 2015-2016	Original Budget 2016-2017	Increase (Decrease)
Elementary Panel	-----	-----	-----
Salary & Wages	\$105,710,042	\$106,183,749	\$473,707
Employee Benefits	\$16,212,345	\$16,644,678	\$432,333
Professional Development	\$92,000	\$238,400	\$146,400
Supplies & Services			
School Instruction Budgets	\$1,126,434	\$1,277,658	\$151,224
Central Instruction Budgets	\$688,500	\$733,500	\$45,000
Central Other Budgets	\$428,500	\$472,640	\$44,140
Computers	\$1,162,239	\$1,124,050	(\$38,189)
Furniture & Equipment	\$470,000	\$470,000	\$0
Fees & Contracts	\$158,800	\$359,200	\$200,400
<b>Elementary Panel Total Expenditures</b>	----- \$126,048,860 =====	----- \$127,503,875 =====	----- \$1,455,015 =====



	Revised Budget 2015-2016	Original Budget 2016-2017	Increase (Decrease)
<b>Secondary Panel</b>	-----	-----	-----
Salary & Wages	\$54,102,404	\$53,768,341	(\$334,063)
Employee Benefits	\$7,508,287	\$7,705,406	\$197,119
Professional Development	\$26,000	\$30,500	\$4,500
Supplies & Services			
School Instruction Budgets	\$1,089,306	\$967,331	(\$121,975)
Central Instruction Budgets	\$1,560,500	\$1,657,300	\$96,800
Central Other Budgets	\$215,500	\$200,044	(\$15,456)
Computers	\$393,000	\$703,050	\$310,050
Furniture & Equipment	\$140,133	\$70,000	(\$70,133)
Fees & Contracts	\$174,200	\$73,000	(\$101,200)
	-----	-----	-----
<b>Total Secondary Panel Expenditures</b>	<b>\$65,209,330</b>	<b>\$65,174,972</b>	<b>(\$34,358)</b>
	=====	=====	=====

Reduction in Secondary enrolment has impacted the teaching compliment to ensure an adequate aggregate of 22:1 at the secondary schools.

Employee Benefits continue to rise in our District and 7.5% estimated increase was factored in for 2016-2017.

	Revised Budget 2015-2016	Original Budget 2016-2017	Increase (Decrease)
	-----	-----	-----
<b>Continuing Education School</b>			
Salary & Wages	\$3,508,784	\$3,449,517	(\$59,267)
Employee Benefits	\$621,199	\$589,199	(\$32,000)
Professional Development	\$35,500	\$35,500	\$0
Supplies & Services	\$1,009,575	\$982,075	(\$27,500)
Computer Equipment	\$7,500	\$7,500	\$0
Furniture & Equipment	\$0	\$0	\$0
Fees & Contracts	\$0	\$0	\$0
	-----	-----	-----
<b>Total Continuing Education Expenditures</b>	<b>\$5,182,558</b>	<b>\$5,063,791</b>	<b>(\$118,767)</b>
	=====	=====	=====

Efficiencies in staffing to address declining activity and demand for continuing education courses.

Reduction in support of a Guidance Counselor and adjustments in class offering has continued to reduce costs in continuing education to support day school subsidies for NCDSB.

Facilities Plant & Facilities Maintenance Services	Revised Budget 2015-2016	Original Budget 2016-2017	Increase (Decrease)
	-----	-----	-----
Salary & Wages	\$9,762,705	\$9,691,425	(\$71,280)
Employee Benefits	\$2,457,042	\$2,669,102	\$212,060
Professional Development	\$17,500	\$15,000	(\$2,500)
Supplies & Services			
Utilities	\$4,950,000	\$4,779,000	(\$171,000)
Cleaning & Operating	\$1,242,500	\$1,322,500	\$80,000
Site & Grounds Maintenance	\$1,515,000	\$1,515,000	\$0
Department Operation	\$169,000	\$169,000	\$0
Mechanical & Electrical	\$589,000	\$589,000	\$0
Building Maintenance	\$545,000	\$705,000	\$160,000
Computer Equipment	\$31,500	\$31,500	\$0
Furniture & Equipment	\$565,000	\$602,000	\$37,000
Fees & Contracts	\$735,000	\$690,000	(\$45,000)
<b>Total Plant Facilities Services</b>	----- \$22,579,247 =====	----- \$22,778,527 =====	----- \$199,280 =====

	Revised Budget 2015-2016	Original Budget 2016-2017	Increase (Decrease)
	-----	-----	-----
<b>Transportation</b>			
Salary & Wages	\$153,465	\$122,978	(\$30,487)
Employee Benefits	\$38,953	\$34,875	(\$4,078)
Professional Development	\$0	\$0	\$0
Supplies & Services	\$0	\$0	\$0
Computer Equipment	\$0	\$0	\$0
Furniture & Equipment	\$0	\$0	\$0
Fees & Contracts	\$9,528,382	\$9,396,007	(\$132,375)
	-----	-----	-----
<b>Total Transportation Expenditures</b>	<b>\$9,720,800</b>	<b>\$9,553,860</b>	<b>(\$166,940)</b>
	=====	=====	=====

Efficiencies in the transportation model for both Boards has continued to result in savings for our Transportation consortium. The cancellation of the early exam bus has resulted in additional savings for 2016-2017.

## APPENDIX D

	Revised Budget 2015-2016	Original Budget 2016-2017	Increase (Decrease)
	-----	-----	-----
<b>Special Education Funding</b>			
SEPPA Allocation	\$15,193,014	\$15,193,014	\$0
SEA Allocation	\$792,778	\$773,699	(\$19,079)
HNA / DSENA	\$11,516,582	\$11,618,425	\$101,843
Approval of SIP	\$60,000	\$60,000	\$0
Behavioural Expertise amount	\$144,967	\$146,107	\$1,140
<b>Special Education Allocation</b>	<b>\$27,707,341</b>	<b>\$27,791,245</b>	<b>\$83,904</b>
	=====	=====	=====
<b>Expenditures</b>			
Classroom Teachers	\$7,571,211	\$7,833,800	\$262,589
Occasional /Supply Teachers	\$68,640	\$105,315	\$36,675
Education Assistants, CYW	\$17,992,183	\$17,711,535	(\$280,648)
Textbooks, Learning materials, Supplies	\$1,024,200	\$1,024,200	\$0
Paraprofessionals, Mental Health Leader	\$1,502,357	\$1,366,022	(\$136,335)
Staff Development	\$15,000	\$15,000	\$0
Coordinators	\$338,779	\$345,139	\$6,360
	-----	-----	-----
	\$28,512,370	\$28,401,011	(\$111,359)
	-----	-----	-----
Less: Revenue Adj. Education Program - Other	\$0	\$0	\$0
	-----	-----	-----
<b>Total Special Education Net Expenditures</b>	<b>\$28,512,370</b>	<b>\$28,401,011</b>	<b>(\$111,359)</b>
	=====	=====	=====
<b>Unspent (Overspent) Special Education Funding</b>	<b>(\$805,029)</b>	<b>(\$609,766)</b>	<b>\$195,263</b>
	=====	=====	=====

NCDSB is committed to overspending our resource allocation for special education in 2016-2017.

	Revised Budget 2014-2015	Original Budget 2015-2016	Increase (Decrease)
	-----	-----	-----
<b>Board Administration Funding Allocation</b>			
Total Funding Allocation for board Administration	\$6,342,098	\$6,347,568	\$5,470
	-----	-----	-----
Restraint Savings	(\$64,921)	(\$64,921)	\$0
Revenue from Fees & Other	\$660,000	\$660,000	\$0
<b>Total Board Funding Allocation</b>	<b>\$6,937,177</b>	<b>\$6,942,647</b>	<b>\$5,470</b>
	-----	-----	-----
<b>Board Administration Expenditures</b>			
Net Expenditures relating to Board Administration	\$8,030,693	\$7,688,786	(\$341,907)
	-----	-----	-----
<b>Unspent (Overspent) Board Admin. Funding*</b>	<b>(\$1,093,516)</b>	<b>(\$746,139)</b>	<b>(\$347,377)</b>
	=====	=====	=====

Continue to reduce costs in Board Administration and address our multi-year target to achieve Ministry compliance.

\* 2016-2017 continues to be non-compliant in Board Administration

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
COMMITTEE OF THE WHOLE MEETING  
MAY 10, 2016**

***PUBLIC SESSION***

**TITLE: CAPITAL PROJECTS PROGRESS REPORT UPDATE**

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The Capital Projects Progress Report Update is presented for information.

Prepared by: Scott Whitwell, Controller of Facilities Services  
Presented by: Scott Whitwell, Controller of Facilities Services  
Approved by: John Crocco, Director of Education/Secretary-Treasurer  
Date: May 10, 2016



**REPORT TO THE COMMITTEE OF THE WHOLE MEETING  
MAY 10, 2016  
CAPITAL PROJECTS PROGRESS REPORT UPDATE**

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**BACKGROUND INFORMATION**

Individual progress reports for capital projects are presented as follows:

In Progress

NEW BUILD

Appendix A

St. Martin Catholic Elementary School

The Capital Projects Progress Report Update is presented for information.

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Prepared by: Scott Whitwell, Controller of Facilities Services  
Presented by: Scott Whitwell, Controller of Facilities Services  
Approved by: John Crocco, Director of Education/Secretary-Treasurer  
Date: May 10, 2016





**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
CAPITAL PROJECT PROGRESS REPORT  
MAY 10, 2016**

**APPENDIX A**

**ST. MARTIN CATHOLIC ELEMENTARY SCHOOL**

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**Scope of Project:**

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

**Current Status:**

Construction began in December 2015. Footing excavation and construction of foundation walls are complete. Site service work continues – sanitary sewer has been installed up to exterior of building/storm sewer installed. Electrical conduit construction to classrooms has started. Masonry work to start soon.

**Project Information:**

New Area to be Constructed	44,067	sq. ft.
Existing Area to be Renovated		sq. ft.
Total New Facility Area	44,067	sq. ft.
Total Site Area	6	acres
Pupil Places Added	115	students
New Facility Capacity	454	students



**Project Funding:**

Capital Priorities	9,910,289
	<b>\$9,910,289</b>

**Project Costs:**

	Budget	Paid
Construction Contract	7,734,824	505,125
Fees & Disbursements	937,360	785,519
Furniture & Equipment	260,917	0
Other Project Costs	977,188	161,857
	<b>\$9,910,289</b>	<b>\$1,452,501</b>

**Project Timelines:**

	<u>Scheduled Completion</u>	<u>Actual Completion</u>
Funding Approval	July 7, 2011	July 7, 2011
Ministry Approval (space)	December 2011	February 14, 2012
Architect Selection	January 30, 2012	March 22, 2012
Design Development	March 2012	October 2013
Contract Documents	January 2014	Feb 2014
Tender & Approvals (re-design)	Summer/Fall 2015	October 2015
Ministry Approval (cost - revised)	Summer/Fall 2015	November 2015
Ground Breaking Date	December 2015	December 9, 2015
Construction Start	December 2015	
Occupancy	Spring 2017	
Official Opening & Blessing	TBD	

**Project Team:**

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

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
COMMITTEE OF THE WHOLE  
MAY 10, 2016**

***PUBLIC SESSION***

**TOPIC: TRUSTEE INFORMATION  
SPOTLIGHT ON NIAGARA CATHOLIC – APRIL 26, 2016**

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**April 26, 2016**

### **Shining the Spotlight on Mary Ward Catholic Elementary School**



Mary Ward Catholic Elementary School was in the spotlight during the April 26 Board Meeting, as part of the School Excellence Program. Shown above are bucket drummers, who performed for Trustees as part of the presentation, which included a video with students and staff sharing why they love being a part of the Mary Ward Catholic Elementary School community.

### **Niagara Catholic 2016-2017 System Priorities Approved**

During the January 12, 2016 Committee of the Whole Meeting, the Director of Education, Superintendent of Business and Financial Services and members of Senior Administrative Council began monthly information reports to the Committee of the Whole Meetings on the design of the annual System Priorities and Annual Budget.

The monthly reports provided opportunities for Senior Staff to engage in a dialogue with Trustees about the design and consideration of a recommendation of the 2016-2017 System Priorities at the April 12 Committee of the Whole Meeting.

The 2016-2017 System Priorities focus on the evangelization of students through schools to advance student achievement, designing and delivering a multi-year Professional Development Plan and to implement the 2016-2018 phase of the Long-Term Board Accommodations Plan.

The Board approved the 2016-2017 System Priorities during the April 26 Board Meeting.

All Niagara Catholic schools and sites will have posters showing the 2016-2017 System Priorities in place in time for September 2016 so parents and all guests in the school are aware of them.

Read the complete report [here](#).

### **Phase Three of Long-Term Accommodation Plan Approved**

Trustees have approved the Long-Range Accommodations Plan for Niagara Catholic's 58 Catholic elementary and secondary schools.

The third phase of the Long-Term Accommodation Plan was approved during the April 26 Board Meeting. It will focus on potential boundary changes, closings, amalgamations and potential space-sharing with outside agencies.

The final report, with Phases One, Two and Three, will be presented at the May Committee of the Whole Meeting, and will be posted on the Board website.

Read the complete report [here](#).

### **Catch Up With Our Good News!**

If you haven't checked out our [Good News](#) section in a while, be sure to take a look at some of the great stories we've had to share in December, including some pretty impressive musical performances by our students.

### **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  
COMMITTEE OF THE WHOLE  
MAY 10, 2016**

***PUBLIC SESSION***

**TOPIC: TRUSTEE INFORMATION  
CALENDAR OF EVENTS – MAY 2016**

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MAY  
2016

Sun 1	Mon 2	Tue 3	Wed 4	Thu 5	Fri 6	Sat 7
	Catch the Spirit Student Awards of Excellence Saint Michael Catholic High School, 7 p.m.	Catholic Education Congress 6:30 p.m. Denis Morris Catholic High School	Catholic Education Congress 6:30 p.m. Lakeshore Catholic High School SEAC Meeting	Catholic Education Congress 6:30 p.m. Saint Michael Catholic High School	Distinguished Alumni Award and Luncheon 12:00 Catholic Education Centre	
8	9	10 SAL Meeting CW Meeting	11 SEAC Meeting	12 Student Leadership Symposium Club Roma 9 a.m.—2 p.m. NCPIC Meeting	13	14
15	16	17	18	19 Grad Celebration Partners in Catholic Education	20	21
22	23	24 Policy Committee Meeting Board Meeting	25	26	27	28
29	30	31				

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
COMMITTEE OF THE WHOLE  
MAY 10, 2016**

***PUBLIC SESSION***

**TOPIC: TRUSTEE INFORMATION  
GRADUATION DATES JUNE 2016**

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## 2016 Elementary and Secondary Graduation Dates

Date	School	Location	Time	
<b>June 23</b>	Loretto Catholic Elementary School	Saint Michael Catholic High School	5:00 p.m.	
	Notre Dame Catholic Elementary School	Our Lady of the Scapular Hall	6:30 p.m.	
	Our Lady of Fatima Catholic Elementary School (SC)	Club Roma	5:30 p.m.	
	St. Alexander Catholic Elementary School	St. Alexander Parish	5:00 p.m.	
	St. Augustine Catholic Elementary School	Croatian National Home	5:30 p.m.	
	St. Christopher Catholic Elementary School	Denis Morris Catholic High School	6:00 p.m.	
	St. Joseph Catholic Elementary School (G)	St. Joseph Parish	5:30 p.m.	
	St. Peter Catholic Elementary School	St. Julia Parish	5:30 p.m.	
<b>June 24</b>	Mary Ward Catholic Elementary School	Club Italia	5:00 p.m.	
	St. Kevin Catholic Elementary School	Notre Dame College School	6:00 p.m.	
	St. Mary Catholic Elementary School (W)	Sts. Peter and Paul Church	5:30 p.m.	
<b>June 27</b>	Alexander Kuska Catholic Elementary School	Notre Dame College School	6:00 p.m.	
	Cardinal Newman Catholic Elementary School	Saint Paul Catholic High School	6:30 p.m.	
	Father Hennepin Catholic Elementary School	Father Hennepin School	5:30 p.m.	
	Monsignor Clancy Catholic Elementary School	Holy Rosary Parish	5:00 p.m.	
	Mother Teresa Catholic Elementary School	Club Roma	5:30 p.m.	
	Our Lady of Mount Carmel Catholic Elementary School	St. Thomas More Parish	6:00 p.m.	
	Sacred Heart Catholic Elementary School	Sacred Heart School	6:00 p.m.	
	St. Ann Catholic Elementary School (F)	St. Ann Parish and School	6:00 p.m.	
	St. Anthony Catholic Elementary School	Denis Morris Catholic High School	5:00 p.m.	
	St. Denis Catholic Elementary School	St. Denis Parish	5:30 p.m.	
	St. Edward Catholic Elementary School	Coppola's Restaurant	5:30 p.m.	
	St. Gabriel Lalemant Catholic Elementary School	St. Gabriel Catholic School	5:30 p.m.	
	St. George Catholic Elementary School	Crystal-Ridge Lions Club	6:00 p.m.	
	St. John Catholic Elementary School	St. Joseph Parish	5:00 p.m.	
	St. Joseph Catholic Elementary School (S)	St. Joseph School	6:00 p.m.	
	St. Mark Catholic Elementary School	Blessed Trinity Catholic Secondary School	5:00 p.m.	
	St. Martin Catholic Elementary School	St. Martin of Tours Parish	6:00 p.m.	
	St. Mary Catholic Elementary School (NF)	St. Patrick Parish	5:00 p.m.	
	St. Nicholas Catholic Elementary School	St. Catharines Cathedral	5:30 p.m.	
	St. Patrick Catholic Elementary School (NF)	Crowne Plaza Hotel	5:30 p.m.	
	St. Patrick Catholic Elementary School (PC)	St. Patrick Parish	5:30 p.m.	
	St. Philomena Catholic Elementary School	St. Michael Parish	5:00 p.m.	
	St. Theresa Catholic Elementary School	St. Theresa School	5:00 p.m.	
	St. Therese Catholic Elementary School	Lakeshore Catholic High School	6:00 p.m.	
	St. Vincent de Paul Catholic Elementary School	Club Italia	5:30 p.m.	
		<b>Holy Cross Catholic Secondary School</b>	<b>Holiday Inn</b>	<b>7:00 p.m.</b>
	<b>June 28</b>	Canadian Martyrs Catholic Elementary School	St. Alfred Parish	5:30 p.m.
St. Alfred Catholic Elementary School		St. Alfred School	6:00 p.m.	
St. Ann Catholic Elementary School (SC)		Star of the Sea Parish	5:30 p.m.	
St. Charles Catholic Elementary School		Holy Rosary Hall	10:00 a.m.	
St. Elizabeth Catholic Elementary School		St. Elizabeth Parish	5:30 p.m.	
St. James Catholic Elementary School		St. Denis Parish	6:00 p.m.	
St. Michael Catholic Elementary School		St. Michael School	6:30 p.m.	
St. John Bosco Catholic Elementary School		Croatian National Home	5:30 p.m.	
Our Lady of Victory Catholic Elementary School		St. Michael Parish	5:00 p.m.	
		<b>Blessed Trinity Catholic Secondary School</b>	<b>Brock University</b>	<b>7:00 p.m.</b>
		<b>Notre Dame College School</b>	<b>Welland Arena</b>	<b>7:00 p.m.</b>
		<b>Saint Michael Catholic High School</b>	<b>Niagara College – Welland Campus</b>	<b>7:00 p.m.</b>
		<b>Saint Paul Catholic High School</b>	<b>Scotiabank Centre</b>	<b>7:00 p.m.</b>
<b>June 29</b>	Assumption Catholic Elementary School	St. Alfred Parish	5:30 p.m.	
	Holy Name Catholic Elementary School	Notre Dame College School	5:30 p.m.	
	Our Lady of Fatima Catholic Elementary School (G)	St. Joseph Parish	5:00 p.m.	
	St. Andrew Catholic Elementary School	St. Andrew the Apostle Parish	6:00 p.m.	
		<b>Denis Morris Catholic High School</b>	<b>Brock University</b>	<b>7:00 p.m.</b>
	<b>Lakeshore Catholic High School</b>	<b>Vale Centre</b>	<b>7:00 p.m.</b>	
	<b>Saint Francis Catholic Secondary School</b>	<b>Niagara College – Welland Campus</b>	<b>6:00 p.m.</b>	