



*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, DECEMBER 1, 2020
6:30 P.M.**

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



A. ROUTINE MATTERS

1. Opening Prayer – Trustee Sicoli -
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 November 10, 2020 A5
6. Consent Agenda Items -
 - 6.1 Staff Development Department Professional Development Opportunities A6.1
 - 6.2 Capital Projects Progress Report Update A6.2
 - 6.3 In Camera Items F1 & F3 -

B. PRESENTATIONS

1. Niagara Catholic Annual Pilgrimage 2020 – Ted Farrell B1

C. COMMITTEE AND STAFF REPORTS

1. Committee of the Whole System Priorities and Budget 2020-2021 Update C1
2. Financial Reports -
 - 2.1 Audited Consolidated Financial Reports 2019-2020 – Giancarlo Vetrone C2.1
 - 2.2 Revised Estimates 2020-2021 – Giancarlo Vetrone C2.2
3. Monthly Updates -
 - 3.1 Student Senate Update -
 - 3.2 Senior Staff Good News Update -

D. INFORMATION

1. Trustee Information

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
DECEMBER 1, 2020**

PUBLIC SESSION

**TOPIC: MINUTES OF THE COMMITTEE OF THE WHOLE
MEETING OF NOVEMBER 10, 2020**

RECOMMENDATION

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of November 10, 2020, as presented.



MINUTES OF THE COMMITTEE OF THE WHOLE MEETING TUESDAY, NOVEMBER 10, 2020

Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, November 10, 2020 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 6:46 p.m. by Vice-Chair Sicoli.

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayer was led by Trustee Moody

2. Roll Call

Vice-Chair Sicoli noted that all Trustees and Student Trustees were in attendance.

Trustee	Present	Present Electronically	Absent	Excused
Rhianon Burkholder	✓			
Kathy Burtnik	✓			
Frank Fera	✓			
Larry Huibers	✓			
Daniel Moody	✓			
Leanne Prince	✓			
Dino Sicoli	✓			
Paul Turner	✓			
Student Trustees				
Luca DiPietro	✓			
Sydney Yott	✓			

The following staff were in attendance:

Camillo Cipriano, Director of Education; **Ted Farrell**, **Lee Ann Forsyth-Sells**, **Kimberly Kinney**, **Gino Pizzoferrato**, **Pat Rocca**, Superintendents of Education; **Giancarlo Vetrone**, Superintendent of Business & Financial Services; **Clark Euale**, Controller of Facilities Services; **Anna Pisano**, Recording Secretary/Administrative Assistant, Corporate Services & Communications

3. **Approval of the Agenda**

Moved by Trustee Prince

THAT the Committee of the Whole approve the Agenda of the Committee of the Whole Meeting of November 10, 2020, as presented.

CARRIED

4. **Declaration of Conflict of Interest**

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

5. **Approval of Minutes of the Committee of the Whole Meeting of October 13, 2020**

Moved by Trustee Burkholder

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of October 13, 2020, as presented.

CARRIED

6. **Consent Agenda Items**

Trustee Sicoli requested Item 6.1 be held and Trustees Prince and Burkholder requested Item 6.4 be held. These items were moved to Committee and Staff Reports Section C of the agenda.

6.1 **Unapproved Minutes of the Policy Committee Meeting of October 27, 2020**

Moved to Section C6

6.2 **Approval of Policies**

6.2.1 **Leadership Pathways Policy (203.4)**

THAT the Policy Committee recommend to the Committee of the Whole approval of the Leadership Pathways Policy (203.4), as presented.

6.2.2 **Dress Code – Secondary Uniform – Safe Schools Policy (302.6.6)**

THAT the Policy Committee recommend to the Committee of the Whole approval of the Dress Code – Secondary Uniform – Safe Schools Policy (302.6.6), as presented.

6.2.3 **Elementary Standardized Dress – Safe Schools Policy (302.6.10)**

THAT the Policy Committee recommend to the Committee of the Whole approval of the Elementary Standardized Dress – Safe Schools Policy (302.6.10), as presented.

6.2.4 Niagara Catholic Parent Involvement Committee Policy (800.7)

THAT the Policy Committee recommend to the Committee of the Whole approval of the Niagara Catholic Parent Involvement Committee Policy (800.7), as presented.

6.3 2020-2021 Parents Reaching Out (PRO) Grants

Presented for information.

6.4 Annual Reports for Catholic School Councils and the Niagara Catholic Parent Involvement Committee 2019-2020

Moved to Section C7

6.5 Staff Development Department Professional Development Opportunities

Presented for information.

6.6 Capital Projects Progress Report Update

Presented for information.

6.7 In Camera Items F1 and F3

Moved by Trustee Turner

THAT the Committee of the Whole adopt consent agenda items.

CARRIED

B. PRESENTATIONS

Nil

C. COMMITTEE AND STAFF REPORTS

1. COVID-19 Reopening Plan Update

Director Cipriano presented the COVID-19 Reopening Plan update.

Director Cipriano answered questions of Trustees.

2. Committee of the Whole System Priorities and Budget 2020-2021 Update

Director Cipriano presented Committee of the Whole System Priorities and Budget 2020-2021 Update.

Members of senior staff answered questions of Trustees.

3. Planning Time

Kimberly Kinney, Superintendent of Education presented the Planning Time report.

Superintendent Kinney answered questions of Trustees.

The Board confirmed that this report be presented for information purposes.

4. Accountability Financial Report 2020-2021

Giancarlo Vetrone, Superintendent of Business & Financial Services presented the Accountability Financial Report 2020-2021.

5. Monthly Updates

5.1 Student Trustees' Update

Luca DiPietro and Sydney Yott, Student Trustees, presented a brief verbal update on the current activities of the Student Senate.

5.2 Senior Staff Good News Update

Senior Staff highlights included:

Superintendent Kinney

- Superintendent Kinney noted she had the opportunity to visit Mary Ward Catholic Elementary School, one of the EarlyON Centres. Due to the shutdown, the three centres were forced to provide their services virtually and have been offering amazing and engaging programs from Monday to Saturday. The feedback from parents has been extremely positive and growing rapidly. She encouraged Trustees to check out their website and posts.

Superintendent Kinney answered questions of Trustees.

6. Consent Agenda Item A6.1 – Unapproved Minutes of the Policy Committee Meeting of October 27, 2020

Discussion took place regarding the dialogue of Administrative Operational Procedures not reflected in the Policy Committee meeting minutes of October 27, 2020.

Minutes will be brought back to the Policy Committee to reflect the conversation regarding the shift of responsibility for Administrative Operational Procedures.

Discussion took place regarding the statement of the Director of Education issuing Administrative Operational Procedures.

7. Consent Agenda Item A6.4 – Annual Reports for Catholic School Councils and the Niagara Catholic Parent Involvement Committee 2019-2020

Superintendent Lee Ann Forsyth-Sells answered questions of Trustees.

D. INFORMATION

1. Trustee Information

Nil

E. OTHER BUSINESS

1. General Discussion to Plan for Future Action

- 1.1 Director Cipriano highlighted the changes made to Ontario Regulation 463/97 to allow for the resumption of fully electronic meetings effective immediately until November 30, 2021. As a result Director Cipriano proposed that the December 15, 2020 Board meeting be virtual to allow sufficient time to update the Father Burns Board room.
- 1.2 Director Cipriano noted that with the Vision 2020 coming to its conclusion in 2021 the board will need to focus on implementing the new System Priorities.

F. BUSINESS IN CAMERA

Moved by Trustee Huibers

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 8:32 p.m. and reconvened at 9:25 p.m.

G. REPORT ON THE IN-CAMERA SESSION

Moved by Trustee Huibers

THAT the Committee of the Whole report the motions from the In Camera Session of the Committee of the Whole Meeting of November 10, 2020.

CARRIED

SECTION A: STUDENT TRUSTEES INCLUDED

Moved by Trustee Turner

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting - In Camera Session (Section A: Student Trustees Included) held on October 13, as presented.

CARRIED (Item F1)

SECTION B: STUDENT TRUSTEES EXCLUDED

Moved by Trustee Turner

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting - In Camera Session (Section B: Student Trustees Excluded) held on October 13, 2020, as presented.

CARRIED (Item F3)

Moved by Trustee Moody

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the recommendation as outlined in Item F4 of the In Camera Agenda.

CARRIED (Item F4)

H. ADJOURNMENT

Moved by Trustee Burtnik

THAT the November 10, 2020 Committee of the Whole Meeting be adjourned.

CARRIED

This meeting was adjourned at 9:26 p.m.

Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **November 10, 2020.**

Approved on **December 1, 2020.**

Dino Sicoli
Vice-Chair of the Board

Camillo Cipriano
Director of Education/Secretary -Treasurer



A6.1

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE MEETING
DECEMBER 1, 2020**

PUBLIC SESSION

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

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

Prepared by: Pat Rocca, Superintendent of Education
Anthony Corapi, Coordinator of Staff Development

Presented by: Pat Rocca, Superintendent of Education

Approved by: Camillo Cipriano, Director of Education/Secretary-Treasurer

Date: December 1, 2020

REPORT TO THE COMMITTEE OF THE WHOLE MEETING DECEMBER 1, 2020

STAFF DEVELOPMENT DEPARTMENT PROFESSIONAL DEVELOPMENT OPPORTUNITIES

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 to minimize disruptions to the myriad services provided within our Niagara Catholic community. The following is a listing of activities occurring during the period December 1, 2020 through January 12, 2020.

Wednesday, December 2, 2020

After-school Workshop - Bitmoji Inspirations - Kindergarten/Primary (In-Class and Virtual)

- Bitmoji Inspirations shared by Kindergarten classroom educators, Beth Wood and Andrea Stranges, along with Lidia Di Lorenzo and Rose Gentilcore. Ready to use and easy to adapt Bitmoji ideas to support in-class and virtual instruction for Religion, Literacy, Math, and Outdoor Learning. Samples will be shared and a step-by-step tutorial will be offered for participants to create their own Bitmoji classroom during the session.

Tuesday, December 8, 2020

After-School Webinar: Raz Kids in the Classroom

- The webinar focuses on how to incorporate Raz Kids in the classroom. The session will run from 3:30 - 4:30 p.m. and will use the Zoom platform.

Tuesday, December 8, 2020

After-School Virtual Session with EVERFI and Wendel Clark

- On Tuesday, December 8th at 3:30 pm to 4:30 pm, Toronto Maple Leafs alum, Wendel Clark, will join EVERFI for a virtual *Future Goals - Hockey Scholar* information session! Attendees will have the opportunity to learn more about the Hockey Scholar program, engage in a Q&A session with Wendel, and win prizes. Last year, the Leafs raffled off game tickets and signed memorabilia.

Wednesday, December 9, 2020: Addition Session

Monday, December 14, 2020: Subtraction Session

Wednesday, January 13, 2021: Multiplication Session

Monday, January 18 2021: Division Session

Math Running Records in Action Sessions (All sessions will be held from 3:45 p.m.-4:30 p.m.)

- Audience: Primary/Junior curriculum focus but all are welcome
- This resource provides a framework for assessing basic fact fluency using Math Running Records. Math Running Records are like a GPS that can be used to pinpoint where exactly students are in their understanding of basic facts and relationships and outline the next steps toward comprehensive fluency.

Friday December 4, 2020 (8:30 a.m. - 4:00 p.m. "drop in" session)

Thursday, January 7 and Friday, January 8, 2021 (8:30 a.m. - 4:00 p.m.- individual scheduled sessions)

MathUP Support Sessions

- Audience: Educators who are a part of the MathUP School Learning Network and/or with access to MathUP Classroom
- Educators who are a part of the MathUP School Learning Network are invited to ask questions about the models and strategies that are emphasized in their current phase and stage of the school improvement cycle.
- The sessions will also allow educators with access to the MathUP Classroom digital resource to familiarize themselves with the platform and ask specific questions to leverage the student-facing materials and embedded teacher professional learning features.

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

Prepared by: Pat Rocca, Superintendent of Education
Anthony Corapi, Coordinator of Staff Development

Presented by: Pat Rocca, Superintendent of Education

Approved by: Camillo Cipriano, Director of Education/Secretary-Treasurer

Date: December 1, 2020

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE MEETING
DECEMBER 1, 2020**

PUBLIC SESSION

TITLE: CAPITAL PROJECTS PROGRESS REPORT UPDATE

The Capital Projects Progress Report Update is presented for information.

Prepared by: Clark Euale, Controller of Facilities Services
Presented by: Clark Euale, Controller of Facilities Services
Approved by: Camillo Cipriano, Director of Education/Secretary-Treasurer
Date: December 1, 2020



**REPORT TO THE COMMITTEE OF THE WHOLE MEETING
DECEMBER 1, 2020**

CAPITAL PROJECTS PROGRESS REPORT UPDATE

BACKGROUND INFORMATION

Individual progress reports for capital projects are presented as follows:

IN PROGRESS

Appendix A	Our Lady of Mount Carmel Catholic Elementary School – New Child Care
Appendix B	Monsignor Clancy Catholic Elementary School – Consolidated Monsignor Clancy/St. Charles Catholic Elementary School and New Child Care

The Capital Projects Progress Report Update is presented for information.

Prepared by: Clark Euale, Controller of Facilities Services
Presented by: Clark Euale, Controller of Facilities Services
Approved by: Camillo Cipriano, Director of Education/Secretary-Treasurer
Date: December 1, 2020



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
DECEMBER 1, 2020**

APPENDIX A

OUR LADY OF MOUNT CARMEL CATHOLIC ELEMENTARY SCHOOL

Scope of Project: Design and construction of 3 child care room addition.

Current Status: Asphalt removal complete. Excavation for footings and foundation is underway.

Project Information:

New Area to be Constructed	4,865	sq. ft.
Child Care Spaces Added	49	spaces



Project Funding:

Child Care	2,254,668
	<hr/>
	\$2,254,668

Project Costs:

	Budget	Paid
Construction Contract	1,733,666	88,505
Fees & Disbursements	197,691	\$143,431
Other Project Costs	323,311	\$51,540
	<hr/>	<hr/>
	\$2,254,668	\$283,476

Project Timelines:

	Scheduled Completion	Actual Completion
Funding Approval	December 21, 2017	December 21, 2017
Ministry Approval (space)	March 2018	July 15, 2020
Architect Selection	July 17, 2018	July 17, 2018
Design Development	January 2019	September 24, 2019
Contract Documents		September 15, 2020
Tender & Approvals		July 2020
Ministry Approval (cost)		September 17, 2019
Ground Breaking Date	TBD	
Construction Start		October 01, 2020
Occupancy	September 2021	
Official Opening & Blessing		

Project Team:

Architect	Whiteline Architects Inc.
General Contractor	Bromac Construction
Project Manager	Tunde Labbancz
Superintendent	Gino Pizzoferrato
Principal	Domenic Massi



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
DECEMBER 01, 2020**

APPENDIX B

MONSIGNOR CLANCY CATHOLIC ELEMENTARY SCHOOL

Scope of Project: Design and construction of a consolidated Monsignor Clancy/St. Charles Catholic Elementary School and New Child Care.

Current Status: Asphalt removal complete. Interior demolition underway.

Project Information:

New Area to be Constructed	10,268 sq. ft.
Pupil Places Added	104 students
New Facility Capacity	677 students
Child Care Places Added	49 places



Project Funding:

Capital Priorities	3,482,495
Additional Capital Priorities	91,000
Child Care	1,557,887
	\$5,131,382

Project Costs:

	Budget	Paid
Construction Contract	4,651,382	94,339
Fees & Disbursements	430,000	341,925
Other Project Costs	50,000	48,205
	\$5,131,382	\$484,469

Project Timelines:

	<u>Scheduled Completion</u>	<u>Actual Completion</u>
Funding Approval	March 13, 2018	March 13, 2018
Ministry Approval (space)		July 2020
Architect Selection	July 19, 2018	July 2018
Design Development	September 25, 2018	September 2019
Contract Documents		September 15, 2020
Tender & Approvals		July 2020
Ministry Approval (cost)		August 29, 2019
Ground Breaking Date	TBD	
Construction Start		October 05, 2020
Occupancy	January 01, 2022	
Official Opening & Blessing		

Project Team:

Architect	Whiteline Architect Inc.
General Contractor	Bromac Construction
Project Manager	Tunde Labbancz
Superintendent	Lee Ann Forsyth-Sells
Principal	Dan Trainor

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE MEETING
DECEMBER 1, 2020**

PUBLIC SESSION

TITLE: NIAGARA CATHOLIC ANNUAL PILGRIMAGE 2020

Prepared by: Ted Farrell, Superintendent of Education
Lidia Di Lorenzo, Religion and Family Life Consultant

Presented by: Ted Farrell, Superintendent of Education
Lidia Di Lorenzo, Religion and Family Life Consultant

Approved by: Camillo Cipriano, Director of Education/Secretary-Treasurer

Date: December 1, 2020



PRESENTATION BACKGROUND

Committee of the Whole Meeting
December 1, 2020

NIAGARA CATHOLIC ANNUAL PILGRIMAGE 2020

The Niagara Catholic community looks forward to its Annual Pilgrimage each fall. This year marked the 45th anniversary of the Annual Pilgrimage, which Fr. Jim Mulligan C.S.C. began at Notre Dame College School in 1975. Over the years, it has grown to include all Niagara Catholic secondary schools. Often students from our Catholic elementary schools, staff, parents, trustees, alumni and community members join in to help raise money for various causes. The 2020 Niagara Catholic Annual Pilgrimage will undoubtedly be remembered for the creativity of our secondary schools in finding ways to continue supporting missions and projects around the world and in their communities, despite COVID-19. Not much was quite the same, except the dedication students and staff showed to raising funds for their causes.

SUMMARIES PROVIDED BY THE SCHOOLS

Blessed Trinity Catholic Secondary School

Blessed Trinity Catholic Secondary School ran their Pilgrimage over a few weeks. The theme of their pilgrimage this year was “*Walk in Our Shoes*” and ran from October 26th to November 15th. Students paid a registration fee of \$25 to walk a minimum of 15,000 steps. Using pedometers students kept track of their steps and shared screen shots of their accomplishments with Chaplain Davis. Of the 316 participants, which included Cohort D, twenty-two students walked over 100,000 steps to show support for their cause. The efforts of all those who participated resulted in a total of \$8,515 being raised to support their brothers and sisters in the Dominican Republic. To conclude Blessed Trinity’s fundraising period, the community participated in their sister school, Notre Dame’s Pilgrimage Day Mass, where grade 12 student Julia Kozlowski read a petition for the Prayer of the Faithful.

Denis Morris Catholic High School

“*Pray, Hope, Don’t Worry, WALK!*” was the theme of Denis Morris Catholic High School’s Pilgrimage walk this year. On October 25th, 300 students and staff participated in the walk with their families. For the virtual Pilgrimage, students signed up and collected pledges using School Cash On-Line. The Mass at St. Julia Parish that day was dedicated to the Denis Morris Catholic High School Pilgrimage. Students, staff and their families were encouraged to start the day by attending Mass at the parish or virtually via St. Julia’s You Tube Channel. Students were encouraged to walk any time the spirit moved them on the Sunday. They sent selfies of themselves on their walk to any Denis Morris’ social media. Participants raised \$10,000 for their Sister School École Immaculée-Conception in Haiti and Wells of Hope in Guatemala.

Holy Cross Catholic Secondary School

This year's Development and Peace campaign provided inspiration for Holy Cross Catholic Secondary School's Pilgrimage. "*Recovering Together*" was the theme on the minds of students and staff as they walked together on November 4th and 5th. Adhering to social distancing recommendations, teachers and students walked completing the in school walk component of the Pilgrimage. A variety of other options for service were captured by photos or video including posters, signs and reflections. A link for an invitational Mass was shared with all including elementary associate schools, who were invited to participate. Pledges were made through School Cash On-line and totaled \$2250 to support students at Sainte-Croix de Thibodeau School in Haiti.

Lakeshore Catholic High School

Obstacles can often provide opportunities, and during the week of November 2nd to November 6th the Lakeshore Catholic community made the most of the opportunity to make a change. This year's Gator Walk was, in fact, a series of daily Gator Walks where class-cohorts (including all students) walked together. The themes and spirit of the walks remained the same and the focus to serve was ever-present. The approximately \$7,000 in funds raised this year, continue to support brothers and sisters in Dominica; specifically the Centre where Adolescents Learn to Love and Serve (CALLS), St. John's Public Elementary School, and the Grange- Home for the Aged. Each class-cohort set out on their individual pilgrimage with a prayer and collective focus. Gators walked local neighbourhoods, the school track, visited the local Parishes, downtown Port Colborne, and even a route inside the school. The Pilgrimage was different this year but the spirit and purpose didn't waiver and they seized an opportunity to do something unique.

Notre Dame College School

Notre Dame's 45th Annual Pilgrimage for the Developing World ran from October 13 to November 15th, during which time students were asked to walk a total of 20 kilometres and set a goal to raise \$45 in pledges. Students walked on their own time over the month long Pilgrimage, though many classes took advantage of the beautiful fall weather to walk together. The Social Climate team encouraged pilgrims to submit photos of their Pilgrimage walks. The theme this year was "*Recovering Together*", adopted from the Development and Peace theme. The Social Climate Team developed videos and lessons about the impacts of COVID-19 across the global south, especially in the communities they support through their Pilgrimage. As always, the Pilgrimage concluded with a Mass. This year the virtual Mass was attended by five sister schools as well. The celebrant once again was Fr. Jim Mulligan CSC, the founder of the Pilgrimage. The participants raised just over \$20,000 to be donated to Development and Peace, the Dominican Canadian Community Development Group (Dominican Republic), and Yancana Huasy (Peru).

Saint Francis Catholic Secondary School

"*Rise Up*" was the theme Saint Francis Catholic Secondary School chose for this year's Pilgrimage. From October 15th through November 15th Cohorts A and B walked to raise the much needed money. A total of \$20,000 was raised to be shared among charities in Haiti, Guatemala and charities within the Saint Francis community. Students and staff walked 10 kilometres and raised pledges using School Cash On-line. Although motivated by the desire to serve, 310 participants were rewarded with masks, and T-shirts for their donations. On November 15th they wrapped up their Pilgrimage by taking part in the Notre Dame virtual Mass.

Saint Michael Catholic High School

Saint Michael Catholic High School held their pilgrimage over a two week period from November 1st through November 15th. "*Recovering Together*" was the theme that encouraged just over 500 Saint Michael's staff and students to participate in the Pilgrimage. On November 4th and 5th, keeping a social distance, students walked together with their classes. They concluded this year's pilgrimage by virtually attending the Notre Dame Mass on November 15th. The over \$10,000 they raised went to support Hope for Rwanda's Children Fund, which provides scholarships and educational assistance to the descendants of the victims of the Rwandan Genocide.

Saint Paul Catholic High School

With the help of some staff and students from their feeder schools, all Saint Paul Catholic High School students participated in one form or another to raise about \$11,000 for their sister school Ste. Croix de Milot in Milot, Haiti. With the theme of “*Live-Love-Serve*” students walked 10 kilometres using a fitness application to help keep track of their pilgrimage. The Pilgrimage started on October 13th and came to a conclusion on November 15th when students and staff virtually attended the Notre Dame Mass.

Prepared by: Ted Ferrell, Superintendent of Education
Lidia Di Lorenzo, Religion and Family Life Consultant

Presented by: Ted Ferrell, Superintendent of Education
Lidia Di Lorenzo, Religion and Family Life Consultant

Approved by: Camillo Cipriano, Director of Education/Secretary-Treasurer

Date: December 1, 2020

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE MEETING
DECEMBER 1, 2020**

PUBLIC SESSION

**TITLE: COMMITTEE OF THE WHOLE SYSTEM PRIORITIES
2020-2021 UPDATE**

The Committee of the Whole System Priorities 2020-2021 update report is presented for information.

Prepared by: Camillo Cipriano, Director of Education/Secretary-Treasurer
Senior Administrative Council

Presented by: Camillo Cipriano, Director of Education/Secretary-Treasurer
Senior Administrative Council

Approved by: Camillo Cipriano, Director of Education/Secretary-Treasurer

Date: December 1, 2020



REPORT TO THE COMMITTEE OF THE WHOLE DECEMBER 1, 2020

COMMITTEE OF THE WHOLE SYSTEM PRIORITIES 2020-2021 UPDATE

BACKGROUND INFORMATION

At each month's Committee of the Whole meeting, the Director of Education and members of Senior Administrative Council will provide an update on the implementation of the annual Board approved System Priorities 2020-2021.

This monthly report will provide an opportunity for the continued engagement and dialogue with the Committee of the Whole on the status of the implementation of the annual System Priorities and Budget to support the Priorities.

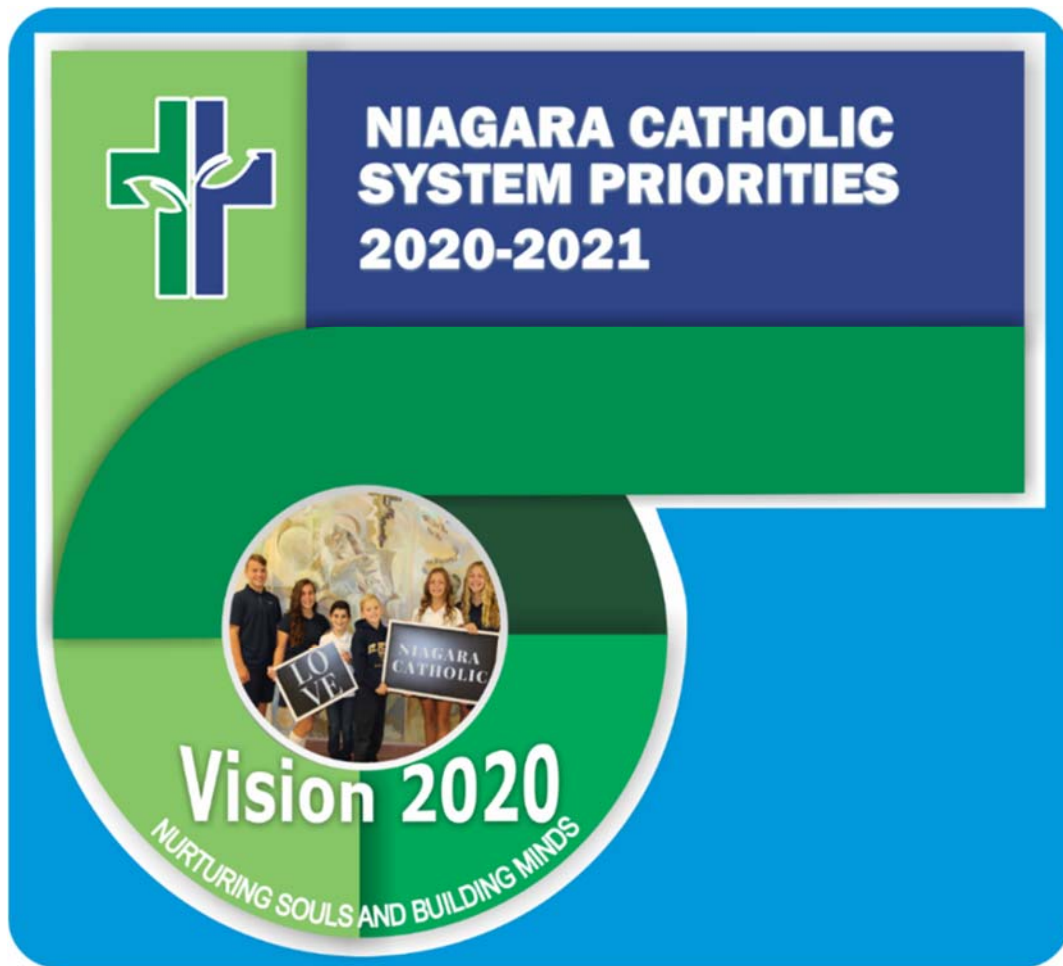
The Committee of the Whole System Priorities 2020-2021 update report is presented for information.

Prepared by: Camillo Cipriano, Director of Education/Secretary-Treasurer
Senior Administrative Council

Presented by: Camillo Cipriano, Director of Education/Secretary-Treasurer
Senior Administrative Council

Approved by: Camillo Cipriano, Director of Education/Secretary-Treasurer

Date: December 1, 2020



VISION 2020

SYSTEM PRIORITIES 2020-2021 UPDATE

COMMITTEE OF THE WHOLE

DECEMBER 1ST, 2020



System Priorities 2020-2021

<p>Provide Supports for Success</p>	<ol style="list-style-type: none"> 1. Enhance career pathways for students that support individual pathway plans. Enhance career pathway planning and opportunities for all students. 2. Ensure that the principles of equity and inclusive education permeate policies, programs, procedures and practices within a Catholic context. 3. Employ mental health resources and supports to improve the achievement, resiliency and well-being of students. 4. Implement Board and School Bullying Prevention and Intervention Plans to support accepting, equitable and safe schools. 5. Implement the principles of Applied Behavioural Analysis to support student independence.
<p>Enhance Technology for Optimal Learning</p>	<ol style="list-style-type: none"> 1. Promote the use of emerging technologies to support both student learning and staff professional development. 2. Improve WiFi access and capacity for all students in schools. 3. Implement Disaster Recovery Plan 4. Promote partnerships that align with merging social service models and needs.
<p>Building Partnerships and School Hubs</p>	<ol style="list-style-type: none"> 1. Nurture the Catholic identity of schools and the board to promote stronger Catholic values, virtues, and practices, highlighted through the annual theological theme. 2. Strengthen the Family-School-Church Triad. 3. Facilitate ongoing communication opportunities with parents/guardians to support student success.
<p>Strengthen Human Resource Practices and Develop Transformational Leadership</p>	<ol style="list-style-type: none"> 1. Enhance key professional development opportunities and resources for staff to build teacher capacity and efficacy for student success. 2. Facilitate ongoing Health, Safety and Wellness initiatives focused on employees returning to work.
<p>Create Equity and Accessibility of Resources</p>	<ol style="list-style-type: none"> 1. Enhance resource allocation to identified schools based on specific indicators.
<p>Ensuring Responsible Fiscal and Operational Management</p>	<ol style="list-style-type: none"> 1. Improve our financial stewardship and improved transparency
<p>Address Changing Demographics</p>	<ol style="list-style-type: none"> 1. Update the Long Term Accommodation Plan. 2. Enhance community partners to access space in schools.

1. Provide Supports for Success

Implemented & In-Progress

1.1 Enhance career pathways for students that support individual pathway plans. Enhance career pathway planning and opportunities for all students.

- i. Further implementation of MyBlueprint career planning software as part of student programming in Grades 7-12.
- ii. Provide education to students, parents and staff on education and career potential in all pathways: apprenticeship, workplace, university, college, vocation and Community Living.

- The myBlueprint portfolio will be presented as part of the PD Day on November 18th as a tool for Assessment and Evaluation. This is to further support Secondary teachers with ongoing assessment and evaluation practices due to the octomester. (1.1.i)
- This PD will also bring additional focus to myBlueprint's portfolio as a career pathway planning tool. (1.1.i)
- myBlueprint user data is being collected monthly to understand user patterns and for future planning purposes. (1.1.i)
- The NCDSB plan for the Individual Pathways Plan (IPP) through myBlueprint will be reviewed this year. (1.1.i)

1.2 Ensure that the principles of equity and inclusive education permeate policies, programs, procedures and practices within a Catholic context.

- i. That the principles of equity and inclusive education inform Board and School Improvement Plans for Student Achievement and Well-Being, and that policies, programs, procedures and practices support the diverse needs of students.

- Continue to promote equity goal-setting in school improvement planning and the use of the *Equity Continuum* to support monitoring and evaluation of equity goals in schools and classrooms.
- Provide professional learning for New Teacher Induction Program (NTIP) educators about "Assessment Through an Equity Lens to Promote Student Well-Being & Belonging".
- Continue to support staff and student use of resources that support equity and inclusive education, including The Recess Project, EVERFI, Rick Hansen Foundation School Program and Unlearn resources.
- Continue to collaborate with research and community partners to plan administration of surveys (COMPASS and Middle Development Instrument {MDI}) that can support better understanding of students' needs in order to plan and implement changes that support student health and well-being, and increase a sense of belonging for all students.
- Develop a plan for the February 12, 2020 Professional Activity Day that supports staff learning about equity, justice, human rights, anti-racism and anti-discrimination, mobilize knowledge from previous Equity Critically Conscious Practitioner Inquiry (CCPI), as well as a continued focus on Culturally Responsive and Relevant Pedagogy (CRRP) for educators.
- Work on Ministry of Education funding applications to support equity work, including demographic data and Culturally Responsive and Relevant Pedagogy projects

1. Provide Supports for Success

Implemented & In-Progress

1.3 *Employ mental health resources and supports to improve the achievement, resiliency and well-being of students.*

- i. That the Board's Mental Health Strategy and Action Plan for 2020-2021 align with School-Mental Health Ontario and Board resources and supports.

Mental Health Resources to improve the achievement, resiliency and well-being of students.

1. Implementation of evidence-informed mental health programming, for prevention, promotion and awareness. This is implemented at the school level, and includes Zones of Regulation, Roots of Empathy, MindUp, and Ever-fi modules, delivered by Child and Youth Workers.
2. Professional development has been provided by the Mental Health Lead and Team for all staff focusing on trauma sensitive schools, managing anxiety and how to access supports for students.
3. Embedding mental health literacy in all Faith Formation activities, led by the Chaplaincy team at the school level. The focus is on having conversations about how our faith and mental health are linked, and coping strategies for stressful situations.
4. Implementing a new 3-year Board Mental Health and Well-being Strategy for 2020-2023 and Action Plan for 2020-2021 aligned with School Mental-Health Ontario and Board resources in partnership with public health and community agencies, such as Pathstone Mental Health.

Mental Health Supports: Mental Health Team/ personnel, and other supports to improve the achievement, resiliency and well-being of students.

1. Increase in the Social Work team (8 clinical Social Workers) to provide in-person and virtual therapy for students with mental health issues (both in school and for students learning virtually) for elementary and secondary schools and alternative programs.
2. Increase in the Child and Youth Worker Team, to provide some crisis management, and prevention/awareness/promotion programming at the school level.
3. Implementation of a support model for schools with positive Covid-19 cases:
 - The Mental Health Lead will reach out to the principal by email to reinforce the ability to consult and to share EAP and counselling resources available to staff.
 - The Mental Health Lead will support the pre-return meeting for staff the day before isolated staff and students return to school.
4. Implementation of a grief and bereavement support model in collaboration with the Chaplaincy Team.

1. Provide Supports for Success

Implemented & In-Progress

1.4 Implement Board and School Bullying Prevention and Intervention Plans to support accepting, equitable and safe schools.

- i. That the Board and School Bullying Prevention and Intervention Plans for 2020-2021 align with the Ministry of Education initiatives and Board policies.

1. Principals/Vice-Principals have received the *Niagara Catholic Bullying Prevention and Intervention Plan* to inform their *School Bullying Prevention and Intervention Plans* as part of their School Improvement Plan for Student Achievement and Well-Being for 2020-2021.
2. The Board and School plans promote a whole-school approach ensuring a safe, accepting, equitable and inclusive environment, free of bullying, harassment and discrimination aligned with Ministry initiatives and Board policies.
3. Niagara Catholic students and staff participated in Bullying Awareness and Prevention Week activities- November 15 to 20.

1.5 Implement the principles of Applied Behavioural Analysis to support student independence.

- i. Provide supports to staff and students through the further implementation of the Applied Behaviour Analysis Team, continue to develop Staff Capacity and promote student independence

ABA to support student independence

- ABA Supervisors and Facilitators continue to build system capacity by providing student specific intervention when required.
- ABA staff provide Tier 1 intervention – “necessary for some....good for all” model. General strategies are shared and modeled for school staff on an individual or staff basis.
- Feb. 2020 – PD day focused on ABA strategies for Educational Assistants
- Summer camp was offered in Aug. 2020 for 5 days servicing students on the spectrum.
- Increase and reorganization of ABA Team: 1 Behaviour Analyst (Clinical Supervisor), 3 ABA Leads & 8 ABA Facilitators using a tiered approach to service.
- Programs have been offered for after-school and during summer school.
- Parent/Staff online presentations during school closure in partnership with Bethesda.

2. Enhance Technology for Optimal Learning

Implemented & In-Progress

2.1 Promote the use of emerging technologies to support both student learning and staff professional development.

- i. Comprehensive review of distant learning service delivery model and experiences during COVID-19.
 - ii. Explore opportunities for new secondary course offerings that use digital platforms to deliver teacher-led virtual learning.
 - iii. Promote use of Brightspace parent portal to include all elementary schools.
 - iv. Expand pilot for deployment of additional endpoint devices for early learning and primary division.
 - v. Facilitate technology inventory to update and acquire technology licenses that best reflect the needs of both academic programming and corporate applications.
 - vi. Implement software platforms to improve workflow processes where possible.
 - vii. SEA-IT Program (an online ordering platform) is being used to facilitate the order SEA equipment.
 - viii. Implement Elite Program to facilitate a digital referral process.
- Teachers at the Elementary Virtual school are delivering Ontario curriculum using whole group, small group, and individual instruction, using the NCVLE and Google Platform. (2.1.i)
 - Teachers are using a wide variety of instructional tools such as slides, video recordings, charts, and teacher created materials.(2.1.i)
 - Total enrolment for the Elementary Virtual School - 2527; total number of classes – 101. (2.1.i)
 - The Secondary Virtual school delivery model is delivering program using Brightspace primarily, some are using Google Classroom and Google Meet. (2.1.ii)
 - Total enrolment for the Secondary Virtual School -1080 as of September 25th. (2.1.ii)
 - SEA-iT has been implemented and set-up to meet the needs of Niagara Catholic students. (2.1.vii)
 - SEA-iT is our online platform that initiates, manages and tracks SEA equipment access for students. (2.1.vii)
 - The initial training was conducted Oct. 2019. (2.1.vii)
 - Refresher training will be offered at an upcoming new ERT meeting for those who want to attend. (2.1.vii)
 - eLite offers a multi-use suite of tools to support staff across the system in documenting case conferences, SBT summaries and tracking, and an electronic Request for Student Support submission process. (2.1.viii)
 - Student Support Area Team members will now be able to document their consultation and recommendations on Requests for Student Support through eLite and make them available to the student's school team. (2.1.viii)
 - ERT/Principal training is taking place on Oct. 14-15 that will begin system wide implementation. (2.1.viii)
 - The Brightspace Parent Portal information has been provided to all Principals.This portal can inform parents about what is happening with their child. Younger Students are most likely accessing the child's login at home. (2.1.viii)
 - Use of Brightspace Portfolio (Connections to 3.0) this tool allows the teacher to collect evidence that follows the students throughout their journey with Niagara Catholic. Teachers can add items from school which consist of both photo or video evidence and student's reflection. The educator can select to share and showcase items back with parents. Promoting the connection home. Educators are also able to send home instructions to that parents can help populate this portfolio at home. (2.1.viii)
 - PD opportunities supporting educators in reflecting on the learning experiences planned and pedagogical documentation that can provide opportunities for children and parents

2.1 Promote the use of emerging technologies to support both student learning and staff professional development. (Cont'd)

to reflect on the learning and determine next steps in learning, both at school and at home. (2.1.viii)

- Provided PD after school session to support Communication of Learning. (2.1.viii)

2. Enhance Technology for Optimal Learning

Implemented & In-Progress

2.2 *Improve WiFi access and capacity for all students in schools.*

- i. Modernization project that will result in high speed internet.

2.3 *Implement Disaster Recovery Plan*

- i. Invest in a level of redundancy for key platforms to allow operations to continue.

3. Building Partnerships and School Hubs

Implemented & In-Progress

3.1 Nurture the Catholic identity of schools and the board to promote stronger Catholic values, virtues, and practices, highlighted through the annual theological theme.

- i. Staff engagement in faith development opportunities.
- ii. Student engagement in faith development opportunities.
- iii. Enhance and promote the collaboration and integration of faith and mental health resources and supports.
- iv. Enhance opportunities for shared professional development between parish and school staff.

- Faith Day (Sept 2020) Virtual Retreat focused on theological theme “Seeds of Faith: Mission” and the importance of spiritual self-care in order to fulfill our mission in Catholic Education to spread the Good News. (3.1.i)
- Early stages of developing additional virtual staff retreats and faith formation webinar series. (3.1.i)
- Expanded elementary mini retreat program to include all classes from K-7 in addition to the grade 8 Journey Retreat (this includes virtual retreats for students attending the Virtual School- these will be facilitated in the spring. (3.1.ii)
- Inclusion of a mental health component in all elementary and secondary retreats through collaboration with Board Mental Health Lead and Secondary CYWs. (3.1.ii)
- Joint Professional Activity Day focusing on positive self-care promoting annual theological theme (2020-2021: Mission) through retreat and mental health training. (3.1.iii)
- Inclusion of a mental health component in all school retreats led by the Chaplaincy team (K-8: 9 & 12). (3.1.iii)
- Combined Chaplaincy and Mental Health support for grief and bereavement of staff or students in schools. (3.1.iii)

3.2 Strengthen the Family-School-Church Triad.

- i. Encourage students, staff, family engagement with their local parish and pastors throughout the Diocese of St. Catharines.

- Collaboration with the diocese of St. Catharines to develop sacramental preparation classes through the NCVLE to assist parishes in preparing students for the sacraments due to current health and safety restrictions impacting group gathering capabilities.
- Chaplaincy Leaders and school administrators collaborating with local pastors to maintain the sacramental life of the school including virtual class visits and live-streamed or pre-recorded Mass.
- Developing a Virtual Chapel for the Board which will be accessible to students, staff, families, and the broader community through the board website and NCVLE.

3. Building Partnerships and School Hubs

Implemented & In-Progress

3.3 *Facilitate ongoing communication opportunities with parents/guardians to support student success.*

- i. Provide parents/guardians of secondary students access to real-time attendance/marks through the Maplewood parent portal.
- ii. Promote Catholic School Councils, activities and membership to represent school communities.
- iii. Provide on-going parent/guardian learning opportunities in the use of digital learning platforms to support their children at home

- Marks are available to parents using the online-Maplewood portal as teachers publish them. (3.3.i)
- Report cards will be available to parents online the week of November 30th. (3.3.i)
- Parents also have access to community service hours and transcript information through the portal. Parents also have access to their child's timetable which is important due to the fact that many timetable changes have occurred as the result of many students leaving their home schools to attend the virtual secondary school. (3.3.i)
- Catholic School Councils have met and selected their Chair/Co-Chairs for this school year. (3.3.ii)
- Regular Catholic School Council meetings are being held virtually for parent engagement and input. (3.3.ii)
- The NCPIC provides a newsletter insert to Catholic School Councils through the Principals. (3.3.ii)
- A parent/guardian survey will be issued to parents/guardians of the virtual school to receive feedback about student achievement. (3.3.ii)
- Elementary Parent- Teacher interviews have been held virtually with teachers to discuss student progress. (3.3.ii)
- The Digital Learning Team supports parents and guardians. (3.3.iii)

4. Strengthen Human Resource Practices and Develop Transformational Leadership

Implemented & In-Progress

4.1 Enhance key professional development opportunities and resources for staff to build teacher capacity and efficacy for student success.

- i. Promote and support opportunities in achievement of Additional Qualifications, specifically in the areas of French, Mathematics and teaching and learning through e-learning, and additional Mental Health support.
- ii. Promote ongoing and various opportunities for staff to become familiar with NCVLE, Google Classroom and Brightspace technologies to provide ongoing support for students beyond the classroom instruction.
- iii. Promote the active use of the Professional Development Calendar and links to job-embedded professional development on NCVLE for all employee groups which extend beyond the Professional Activity Days.
- iv. Enhance professional development for staff as a result of the learning during COVID-19.
- v. Develop staff capacity to implement practices that honour and engage Indigenous perspectives to provide Indigenous learners with culturally responsive supports.

- Educators have been working with the Digital Learning Team through job embedded virtual coaching. Staff have on demand support. Staff have also been able to book dedicated time through MS Bookings Pages presented to staff in the NCVLE. (4.1.ii)
- Self-Paced resources have been presented to all staff online to present them with instruction on utilizing tools in the NCVLE and G-Suite. (4.1.ii)
- Time was dedicated to support staff on the November 18th PA day to support all staff through a live webinars on various topics. Including the NCVLE and Brightspace.
- Afterschool webinars have been presented to staff on various topics, with additional larger webinars in the works. (4.1.ii)
- Digital Lead Learners have been identified to support the adoption of technology at each site. These educators will also be presented with information and resources to support changes in technology. (4.1.ii)
- Providing monthly PD afterschool webinars - outdoor learning, virtual play experiences, Bitmoji instructional. (4.1.ii)
- Creating resources and lesson ideas to support literacy, math, self-regulation, outdoor learning, and all areas of the Kindergarten program and four frames - posted regularly in the Early Years NCVLE portal. (4.1.ii)

4. Strengthen Human Resource Practices and Develop Transformational Leadership

Implemented & In-Progress

4.2 Facilitate ongoing Health, Safety and Wellness initiatives focused on employees returning to work.

- i. Promote the Use of Applied Behaviour Analysis Principles in the learning environment.
- ii. Making employees aware of the components of a safe working environment including strategies such as; Facilitating Joint Health and Safety Inspections at school sites upon the return of staff and students.
- iii. Monitor and communicate Workplace Violence data received from Online Reporting Tool through Health and Safety memos to all staff and through the provision of data for Joint Health and Safety Inspections.
- iv. Continue to provide staff with strategies to work from home in a safe manner.
- v. Through the shared ownership of the Staff Wellness Committee, develop a plan to integrate the needs of staff to meet their overall wellness. The definition of wellness will be defined within the parameters of the Committee.

- The Student Support Department has certified all members of the ABA Team (12 members including Behaviour Analyst, ABA Leads and ABA Facilitators) as Behaviour Management Systems (BMS) Trainers. Adding the Trainer certification to these roles allows the entire team to respond to incidents where schools can support students through proactive means including approved physical containment measures in extreme circumstances. The trainers bring ABA principles to their review and feedback discussions with schools. The goal of this initiative is to use proactive ABA strategies to reduce the frequency, intensity, and duration of incidents where schools must use physical containment measures for student safety, as well as providing staff with the necessary capacity to address challenging student behaviours in a way that reduces their own risk of injury while promoting a learning environment that supports student engagement and protects their dignity as learners and all who share the specific learning environment.(4.2.i)
- Communication to all staff on how to safely work from.
 - In addition to safety, review of NCDSB privacy and security policies, how to set up work spaces, how to work with children present, hazard awareness, and ergonomic adjustments was also presented. (4.2.iv)

5. Create Equity and Accessibility of Resources

Implemented & In-Progress

5.1 *Enhance resource allocation to identified schools based on specific indicators.*

- i. Review and further enhance equity of resources to identify schools, including human resources, to provide programs, supports and services to meet the needs of students and staff.
- ii. Review Board and School data in 2020-2021 to inform decisions for human and material resource allocation.
- iii. Enhance what is currently being used to engage individuals while utilizing current resources.

6. Ensuring Responsible Fiscal and Operational Management

Implemented & In-Progress

6.1 *Improve our financial stewardship and improved transparency*

- i. Improve and increase capacity in our internal financial reporting for management.
- ii. Improve ministry reporting and internal reliance data
- iii. Continue to optimize our cash management strategy

- Preliminary launch to key stakeholders, while continuing to expand the capabilities of Jet Reports. This priority has improved our internal financial management reporting for programs and services. Offering a timely, relevant and reliable monthly reporting tool for management to monitor and track financial activity. (6.1.i)
- Continue to ensure compliance and reporting to the ministry of education through data internal auditing procedures and continued professional development for staff. (6.1.ii)
- Monitoring our monthly cash flow position to optimize interest revenue and ensure a flexible strategy between short-term and long-term investments to allow for ease of liquidity. (6.1.iii)

7. Address Changing Demographics

Implemented & In-Progress

7.1 *Update the Long Term Accommodation Plan*

- i. Use updated enrolment to optimize school utilization throughout the system to address capacity issues as per Ministry Pupil Accommodation Review.
- ii. Throughout the updating of the Long Term Accommodation Plan, through a transparent process, dialogue and input will be invited from all stakeholders, including students, staff, parents, pastors and community partners.

7.2 *Enhance community partners to access space in schools*

- i. Engage community organizations.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE MEETING
DECEMBER 1, 2020**

PUBLIC SESSION

**TITLE: AUDITED CONSOLIDATED FINANCIAL REPORTS 2019-
2020**

RECOMMENDATION

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board the approval of the Audited Consolidated Financial Reports 2019-2020, as presented.

Prepared by: Melanie Dugard, CPA, CA Grant Thornton LLP
Rosa Rocca, CPA, CA Financial Controller
Giancarlo Vetrone, Superintendent of Business and Financial Services

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

Recommended by: Audit Committee

Date: December 1, 2019



REPORT TO THE BOARD DECEMBER 1, 2020

AUDITED CONSOLIDATED FINANCIAL REPORTS 2019-2020

BACKGROUND INFORMATION

Each year all publically funded school boards are required to submit Audited Consolidated Financial Reports and related forms to the Ministry of Education. As required by the Ministry of Education, the external Auditors have presented the Audited Consolidated Financial Reports 2019-2020 to the Audit Committee on November 27, 2020.

The consolidated financial reports have been prepared in accordance with Financial Administration Act supplemented by Ontario Ministry of Education memorandum 2004: B2 and Ontario Regulation 395/11 of the Financial Administration Act.

The Audited Consolidated Financial Reports for the 2019-2020 fiscal year reflect an annual surplus of \$3.0M.

The Ministry Financial Reports 2019-2020 and related schedules will be electronically submitted to the Ministry of Education by December 15, 2020.

After review and discussion, the members of the Audit Committee recommended that the 2019-2020 Audited Consolidated Financial Reports be approved by the Board on November 27, 2020.

A copy of the Audited Consolidated Financial Reports 2019-2020 are attached to this report for the consideration of the Board. (Appendix A)

Appendix A – Audit Consolidated Financial Reports 2019-2020.

RECOMMENDATION

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board the approval of the Audited Consolidated Financial Reports 2019-2020, as presented.

Prepared by: Melanie Dugard, CPA, CA Grant Thornton LLP
 Rosa Rocca, CPA, CA Financial Controller
 Giancarlo Vetrone, Superintendent of Business and Financial Services

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

Recommended by: Audit Committee

Date: December 1, 2020

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE MEETING
DECEMBER 1, 2020**

PUBLIC SESSION

TITLE: REVISED ESTIMATE FOR THE YEAR 2020-2021

RECOMMENDATION

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Report on the Revised Estimates for the year 2020-2021, as presented.

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

Presented by: Giancarlo Vetrone, Superintendent of Business & Financial Services
Camillo Cipriano, Director of Education/Secretary-Treasurer

Recommended by: Camillo Cipriano, Director of Education/Secretary-Treasurer

Date: December 1, 2020



REPORT TO THE COMMITTEE OF THE WHOLE DECEMBER 1, 2020

REVISED ESTIMATE FOR THE YEAR 2020-2021

BACKGROUND INFORMATION

The Ministry of Education requires that Ontario publicly funded school boards file the Revised Estimates annually by December 15. While the Ministry of Education does not require school boards to approve the Revised Estimates in December, the practice at Niagara Catholic District School Board is to seek board approval before submission.

The Revised Estimates reporting cycle allows the board an opportunity to update Original Estimates filed in June by incorporating current, October 31 enrolment data and a number of months of financial activity into the estimates. This update also provides the Ministry with an updated projection of our Board's financial position compared to initial financial projections. This school year has presented many challenges and the health and safety of our staff and students has been paramount.

The Revised Estimates are an estimate only, and changes can and will happen between the time that Revised Estimates are submitted and the year-end is audited. In June 2020, the Board approved the 2020-2021 Original Estimate authorizing in-year expenses totaling \$267.5 million. Funding of the expenses was provided through in-year grants and other revenues totaling \$267.5 million.

Niagara Catholic's 2020-2021 Revised Estimates provide for expenses of \$275.8M, revenues of \$270.1M resulting in a projected operating deficit of approximately \$5.6M. This deficit position exceeds the ministry allowable compliance deficit of 2% and an approval by the Ministry of Education will be needed to complete this submission.

The following information is attached for the review of the Trustees:

- APPENDIX A Average Daily Enrolment
- APPENDIX B Full Time Equivalent (FTE)
- APPENDIX C Grants for Student Needs (GSN) Funding
- APPENDIX D Summary of Net Revenue
- APPENDIX E 2020-2021 Expenditures
- APPENDIX F Special Education Envelope
- APPENDIX G 2020-2021 COVID-19 Expenses and Full Time Equivalent Summary

RECOMMENDATION

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Report on the Revised Estimates for the year 2020-2021, as presented.

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

Presented by: Giancarlo Vetrone, Superintendent of Business & Financial Services
Camillo Cipriano, Director of Education/Secretary-Treasurer

Recommended by: Camillo Cipriano, Director of Education/Secretary-Treasurer

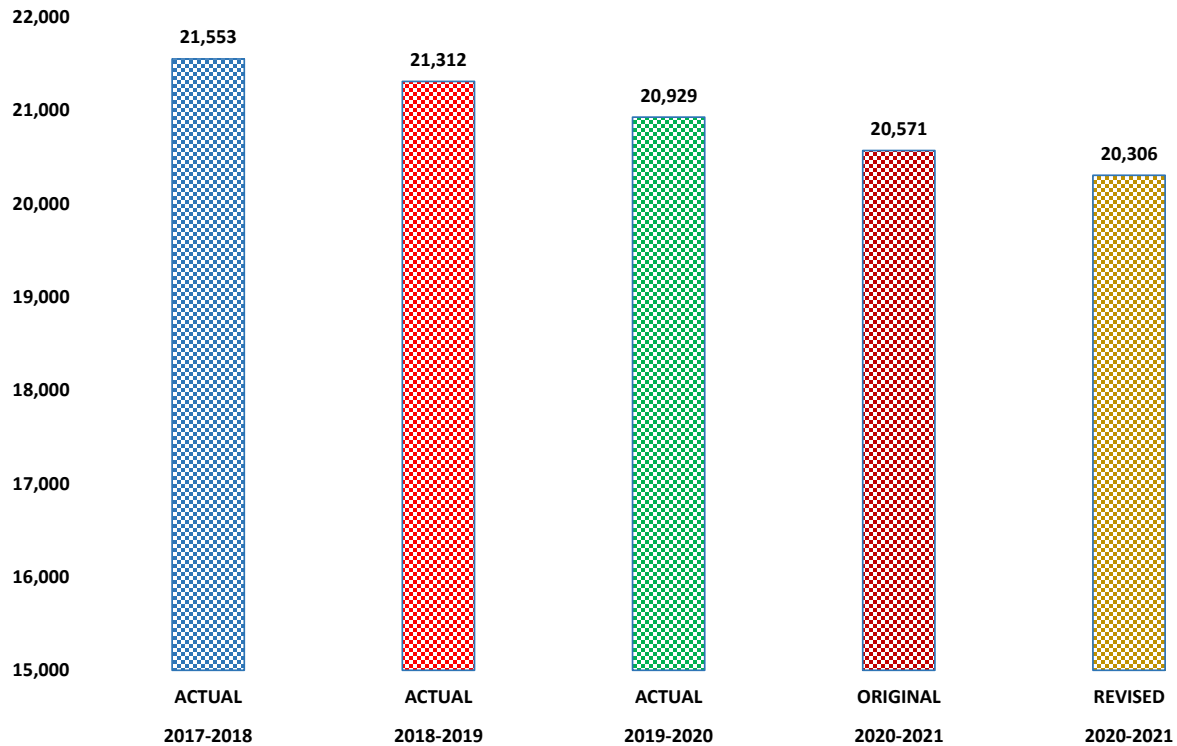
Date: December 1, 2020

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
ENROLMENT PROJECTIONS**

AVERAGE DAILY ENROLMENT

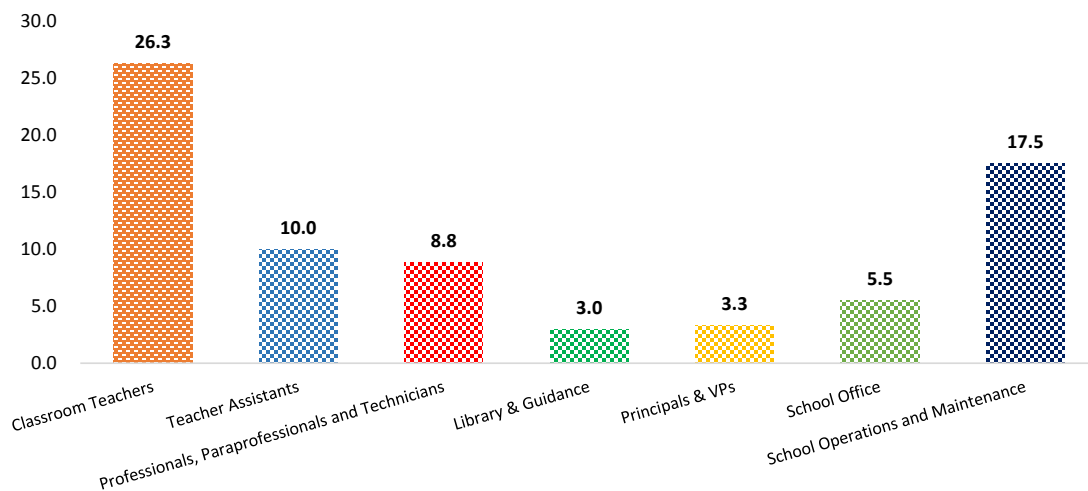
	2017-2018	2018-2019	2019-2020	2020-2021	2020-2021	ORIGINAL VS REVISED
	ACTUAL	ACTUAL	ACTUAL	ORIGINAL	REVISED	
JK - SK	2,597	2,610	2,612	2,416	2434	18
Grade 1 - Grade 3	4,276	4,215	4,188	4,172	4091	(81)
Grade 4 - Grade 8	7,609	7,547	7,412	7,463	7397	(66)
Total Elementary Day School	14,482	14,372	14,212	14,051	13,922	(129)
Total Secondary	6,754	6,615	6,392	6,277	6174	(115)
Total Day School	21,236	20,987	20,604	20,328	20,096	(244)
Adult, Con Ed., High Credit and Summer School	317	325	325	243	210	(33)
Total Enrolment	21,553	21,312	20,929	20,571	20,306	(277)

Average daily enrolment is the number of full-time pupils enrolled on October 31, 2020 and March 31, 2021



REGULAR DAY SCHOOL FULL TIME EQUIVALENT (F.T.E.)

	2020-2021 ORIGINAL ESTIMATES	2020-2021 REVISED ESTIMATES	CHANGE
TOTAL INSTRUCTION			
Classroom Teachers	1,200.31	1,226.64	26.3
Teacher Assistants	310.40	320.40	10.0
Early Childhood Educators	93.00	93.00	0.0
Professionals, Paraprofessionals and Technicians	92.20	101.00	8.8
Library & Guidance	54.00	57.00	3.0
Principals & VPs	73.30	76.60	3.3
School Office	88.00	93.50	5.5
Coordinators and Consultants	23.10	23.10	0.0
Total Instruction FTE	1,934.31	1,991.24	56.9
TOTAL ADMINISTRATION			
Administration			
Trustees	8.00	8.00	0.0
Student Trustees	2.00	2.00	0.0
Director and Supervisory Officers	5.00	5.00	0.0
Board Administration	46.00	46.00	0.0
Total Administrations	61.00	61.00	0.0
TOTAL TRANSPORTATION			
Pupil Transportation	0.00	0.00	0.0
Total Transportation	0.00	0.00	0.0
PUPIL ACCOMMODATION			
School Operations and Maintenance	182.54	200.04	17.5
Total FTE	2,177.85	2,252.28	74.4



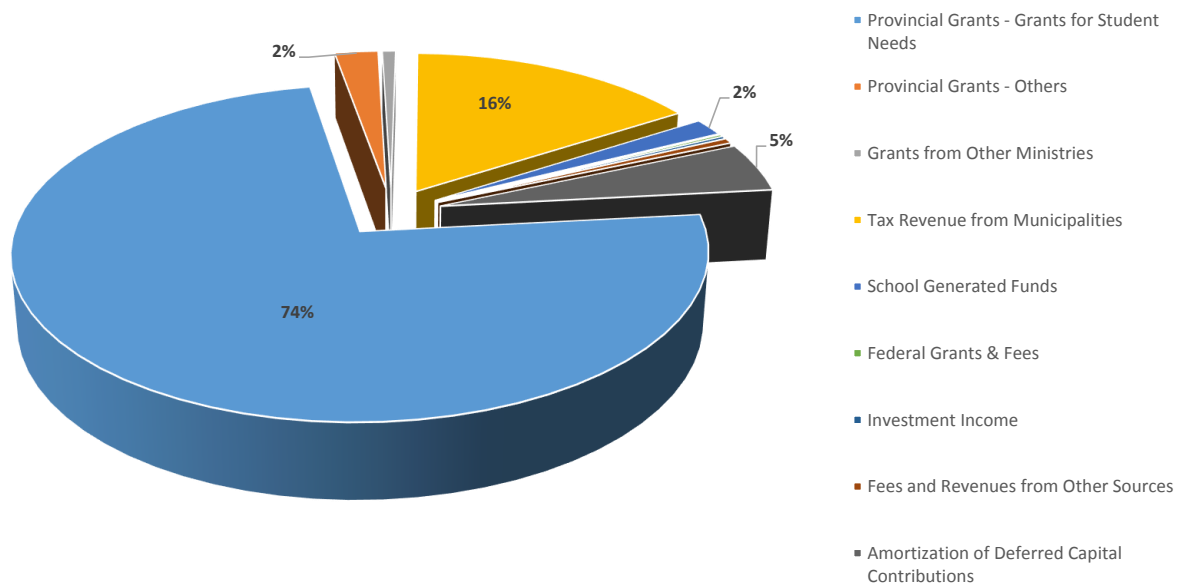
GRANTS FOR STUDENT NEEDS

SECTION 1A - SUMMARY OF ALLOCATIONS

	ORIGINAL ESTIMATES	REVISED ESTIMATES	VARIANCE
	2019-2020	2020-2021	
Pupil Foundation	\$113,888,736	\$112,500,645	(\$1,388,091)
School Foundation	\$16,601,636	\$16,495,438	(\$106,198)
Special Education	\$29,507,767	\$29,208,575	(\$299,192)
Language Allocation	\$4,770,150	\$4,851,633	\$81,483
Rural and Northern Education	\$150,384	\$150,384	\$0
Remote and Rural Allocation	\$20,031	\$20,153	\$122
Learning Opportunities	\$2,720,477	\$2,580,677	(\$139,800)
Continuing Education Allocation	\$1,982,156	\$1,692,653	(\$289,503)
Teacher Qualification	\$26,134,247	\$26,009,980	(\$124,267)
New Teacher Induction	\$68,732	\$68,732	\$0
ECE Q&E	\$1,318,721	\$1,301,859	(\$16,862)
Restraint Savings	(\$64,921)	(\$64,921)	\$0
Transportation	\$10,869,378	\$10,921,007	\$51,629
Administration and Governance	\$6,297,460	\$6,252,663	(\$44,797)
School Operations & Maintenance	\$20,452,557	\$20,150,026	(\$302,531)
Community Use of Schools	\$277,488	\$277,488	\$0
Declining Enrolment	\$678,254	\$1,364,393	\$686,139
Indigenous Funding	\$405,088	\$372,253	(\$32,835)
Mental Health and Well-Being	\$712,661	\$707,611	(\$5,050)
Supports for Students Fund	\$2,312,331	\$2,312,331	\$0
Program Leadership Grant	\$905,864	\$905,864	\$0
Support for CoVid-19 Outbreak	\$0	\$269,610	\$269,610
Permanent Financing of NFP	\$117,487	\$117,487	\$0
General Operating Allocation	\$240,126,684	\$238,466,541	(\$1,660,143)
Minor Tangible Capital Assets	(\$6,019,900)	(\$6,021,457)	(\$1,557)
Trustee Association Fee	\$43,017	\$43,017	\$0
Total Operating Allocation	\$234,149,801	\$232,488,101	(\$1,661,700)
Capital Grant - Non Land	\$10,400,000	\$10,400,000	\$0
Minor Tangible Capital Assets	\$6,006,541	\$5,978,440	(\$28,101)
Total School Renewal Allocation	\$3,804,119	\$3,765,919	(\$38,200)
Capital Grants - Temporary Acc.	\$415,790	\$415,790	\$0
Short Term Interest on Capital	\$115,458	\$115,458	\$0
Capital Debts Payments - Interest	\$2,466,496	\$2,466,496	\$0
Total Capital Allocation	\$23,208,404	\$23,142,103	(\$66,301)
Total Allocation	\$257,358,205	\$255,630,204	(\$1,728,001)

SUMMARY OF MINISTRY REVENUE

	ORIGINAL ESTIMATES	REVISED ESTIMATES	VARIANCE
	2020-2021	2020-2021	
PROVINCIAL GRANTS			
Provincial Grants - Grants for Student Needs	\$200,360,033	\$199,573,092	(\$786,941)
Provincial Grants - Others	\$1,672,852	\$6,308,251	\$4,635,399
Grants from Other Ministries	\$1,936,000	\$1,936,000	\$0
Tax Revenue from Municipalities	\$42,442,869	\$42,442,869	\$0
School Generated Funds	\$4,508,273	\$4,508,273	\$0
Federal Grants & Fees	\$494,875	\$494,875	\$0
Investment Income	\$600,000	\$650,000	\$50,000
	\$252,014,902	\$255,913,360	\$3,898,458
OTHER FEES AND REVENUES			
Fees from Individuals - Day School	\$600,000	\$492,350	(\$107,650)
Fees from Individuals - Continuing Education	\$1,197,450	\$75,000	(\$1,122,450)
Rental Revenue	\$305,000	\$305,000	\$0
Miscellaneous	\$400,000	\$400,000	\$0
Fees and Revenues from Other Sources	\$2,502,450	\$1,272,350	(\$1,230,100)
Amortization of Deferred Capital Contributions	\$12,996,853	\$12,996,853	\$0
TOTAL REVENUES*	\$267,514,205	\$270,182,563	\$2,668,358
<i>* excludes EDC Land Revenue \$10.2M</i>			
TOTAL EXPENSES	\$267,514,205	\$275,808,600	\$8,294,395
Suplus/(Deficit)	\$0	(\$5,626,037)	(\$5,626,037)
Transfer to/(from) Accumulated Surplus	\$0	(\$5,626,037)	(\$5,626,037)



2020-2021 ORIGINAL ESTIMATES

	2020-2021 ORIGINAL ESTIMATES	2020-2021 REVISED ESTIMATES	VARIANCE	COMMENTS
*All salaries include grid movement and 1% increase				
TOTAL INSTRUCTION				
Classroom Teachers	\$133,972,858	\$138,131,502	\$4,158,644	SSF, CoVid
Supply Staff	\$6,576,937	\$6,723,671	\$146,734	Additional Replacement
Teacher Assistants	\$17,102,217	\$17,978,303	\$876,086	SSF, CoVid
Early Childhood Educators	\$5,457,168	\$5,585,589	\$128,421	
Textbooks and Supplies	\$4,581,809	\$4,791,669	\$209,860	Reallocation
Computers	\$744,000	\$888,200	\$144,200	Reallocation
Professionals, Paraprofessionals and Technicians	\$8,062,737	\$8,656,767	\$594,030	CoVid Funding
Library & Guidance	\$4,040,086	\$4,473,361	\$433,275	Additional Guidance Support
Staff Development	\$504,000	\$582,280	\$78,280	H&S Training for Supply Staff
Department Heads	\$318,388	\$328,525	\$10,137	
Principals & VPs	\$10,404,775	\$10,883,935	\$479,160	Additional Virtual P/VP
School Office	\$5,770,156	\$6,038,151	\$267,995	Student Support Fund
Coordinators and Consultants	\$2,588,086	\$2,665,976	\$77,890	
Continuing Education	\$4,998,037	\$4,016,099	(\$981,938)	No International Students
Total Instruction Expenses	\$205,121,254	\$211,744,028	\$6,622,774	
TOTAL ADMINISTRATION				
Administration				
Trustees	\$263,341	\$264,410	\$1,069	
Director and Supervisory Officers	\$1,177,983	\$1,190,095	\$12,112	Grid Placement
Board Administration	\$6,168,566	\$6,261,005	\$92,439	
Total Administrations	\$7,609,890	\$7,715,509	\$105,619	
TOTAL TRANSPORTATION				
Transportation				
Pupil Transportation	\$10,767,254	\$11,323,187	\$555,933	Late Bus Modelling, CoVid
Pupil Transportation - Provincial Schools	\$0	\$93,431	\$93,431	
Total Transportation	\$10,767,254	\$11,416,618	\$649,364	
PUPIL ACCOMMODATION				
School Operations and Maintenance	\$22,425,184	\$23,341,822	\$916,638	Student Support Fund, CoVid
School Renewal	\$705,948	\$705,948	\$0	

2020-2021 ORIGINAL ESTIMATES

	2020-2021 ORIGINAL ESTIMATES	2020-2021 REVISED ESTIMATES	VARIANCE	COMMENTS
*All salaries include grid movement and 1% increase				
Other Pupil Accommodation	\$3,036,696	\$3,036,696	\$0	Interest on capital debenture
Amortization	\$13,364,040	\$13,364,040	\$0	Capital Amortization Schedule
Interest Charges	\$117,487	\$117,487	\$0	
Total Pupil Accommodation	\$39,649,355	\$40,565,993	\$916,638	
School Generated Funds Expenses	\$4,366,452	\$4,366,452	\$0	
Total Expenses Schedule 10	\$267,514,205	\$275,808,600	\$8,294,395	

SCHEDULE 10A SPECIAL EDUCATION
EXPENSES

SCHEDULE 10A AND 10B

SPECIAL EDUCATION EXPENSES	I Salaries and Wages	Employee	Staff	Supplies and	Rental	Fees and Contract	Other	Amortization	Self Contained	Total Expenses
		Benefits	Development	Services	Expenses	Services	Expenses		Allocation	
			04	05	08	09	10	12		
TOTAL INSTRUCTION										
Classroom Teachers	\$4,822,910	\$600,395	\$0	\$5,000	\$0	\$0	\$0	\$0		\$5,428,305
Supply Staff	\$895,826	\$89,583	\$0	\$0	\$0	\$0	\$0	\$0		\$985,409
Teacher Assistants	\$11,922,008	\$3,520,997	\$0	\$0	\$0	\$0	\$0	\$0		\$15,443,004
Early Childhood Educators	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Textbooks and Supplies	\$0	\$0	\$0	\$615,000	\$0	\$0	\$0	\$0		\$615,000
Computers	\$0	\$0	\$0	\$42,000	\$0	\$0	\$0	\$0		\$42,000
Professionals, Paraprofessionals and Technicians	\$2,296,991	\$638,630	\$0	\$114,000	\$0	\$45,000	\$0	\$0		\$3,094,620
Staff Development	\$0	\$0	\$13,000	\$0	\$0	\$0	\$0	\$0		\$13,000
Department Heads	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Principals & VPs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
School Office	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Coordinators and Consultants	\$215,966	\$25,304	\$0	\$0	\$0	\$0	\$0	\$0		\$241,270
ELEMENTARY SPECIAL EDUCATION	\$20,153,701	\$4,874,907	\$13,000	\$776,000	\$0	\$45,000	\$0	\$0	(\$48,843)	\$25,813,765
TOTAL INSTRUCTION										
Classroom Teachers	\$2,302,727	\$287,466	\$0	\$1,000	\$0	\$0	\$0	\$0		\$2,591,192
Supply Staff	\$223,957	\$22,396	\$0	\$0	\$0	\$0	\$0	\$0		\$246,352
Teacher Assistants	\$1,935,854	\$599,445	\$0	\$0	\$0	\$0	\$0	\$0		\$2,535,299
Early Childhood Educators	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Textbooks and Supplies	\$0	\$0	\$0	\$160,000	\$0	\$0	\$0	\$0		\$160,000
Computers	\$0	\$0	\$0	\$30,000	\$0	\$0	\$0	\$0		\$30,000
Professionals, Paraprofessionals and Technicians	\$276,084	\$61,818	\$0	\$10,500	\$0	\$0	\$0	\$0		\$348,403
Staff Development	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Department Heads	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Principals & VPs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
School Office	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Coordinators and Consultants	\$107,983	\$12,652	\$0	\$0	\$0	\$0	\$0	\$0		\$120,635
SECONDARY SPECIAL EDUCATION	\$4,846,604	\$983,777	\$0	\$201,500	\$0	\$0	\$0	\$0	(\$945,460)	\$5,086,421
TOTAL SPECIAL EDUCATION EXPENDITURES	\$25,000,305	\$5,858,684	\$13,000	\$977,500	\$0	\$45,000	\$0	\$0	(\$994,303)	\$30,900,186
SPECIAL EDUCATION FUNDING*										\$29,679,534

(\$1,220,652)

* Includes \$500,000 SEA Based Funding transferred to Revenue

Not Included:

* Maternity Top-Up

* Employee Future Benefits

* WSIB

COVID-19 EXPENSES AND FTE SUMMARY

	MINISTRY FUNDED	BOARD EXPENSES	(OVER)/UNDER SPENT	ADDITIONAL FTE
Custodial Staffing	\$495,557	\$495,557	\$0	15.0
Health and Safety Training	\$96,780	\$96,780	\$0	
Special Education	\$267,754	\$267,754	\$0	6.0
Mental Health Supports	\$253,707	\$253,707	\$0	3.0
Technology-related Costs	\$142,883	\$142,883	\$0	
Enhanced Cleaning	\$41,070	\$41,070	\$0	
Remote learning	\$407,036	\$407,036	\$0	4.5
Additional Teachers	\$1,169,699	\$2,880,900	(\$1,711,201)	27.0
Transportation	\$471,411	\$668,411	(\$197,000)	
Ventilation in classroom	\$552,300	\$552,300	\$0	
Other (Emerging costs)	\$1,066,339	\$1,066,339	\$0	
COVID TOTAL	\$4,964,536	\$5,167,950	(\$1,908,201)	55.5