



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

AGENDA AND MATERIAL

BOARD MEETING

**TUESDAY, DECEMBER 15, 2020
6:30 P.M.**

*Electronic Meeting in Compliance with Education Act Section 207 and
Ontario Regulation 463/97 Section 5.1 (2)
Public Access Phone No: 1-647-558-0588 Meeting ID: 992 2383 0898 Password: 834888*



A. ROUTINE MATTERS

1. Opening Prayers – Trustee Turner -
2. Roll Call -
3. Approval of the Agenda -
4. Declaration of Conflict of Interest -
5. Minutes of the Board Meeting -
 - 5.1 November 24, 2020 A5.1
 - 5.2 December 1, 2020 A5.2
6. Consent Agenda Items
 - 6.1 Unapproved Minutes of the Committee of the Whole Meeting of December 1, 2020 and Consideration of Recommendations A6.1
 - 6.1.1 Audited Consolidated Financial Reports 2019-2020 A6.1.1
 - 6.1.2 Revised Estimate for the Year 2020-2021 A6.1.2
 - 6.2 Director of Education Annual Report 2020 A6.2
 - 6.3 Trustee Honorarium for the Year December 1, 2020 to November 30, 2021 A6.3
 - 6.4 Trustee Expenses and Reimbursement for the Fiscal Year 2019-2020 A6.4
 - 6.5 By-Laws of the Niagara Catholic Parent Involvement Committee A6.5
 - 6.6 Approved Minutes of the Special Education Advisory Committee (SEAC) Meeting of November 4, 2020 A6.6
 - 6.7 Approved Minutes of the Audit Committee Meeting of September 25, 2020 A6.7
 - 6.8 In-Camera Agenda Items F1, F2, F4, F5, F6.1, F6.2, F6.3, F6.4, F7 & F8 -

B. DELEGATIONS/PRESENTATIONS

1. Socks for Change - Camillo -

C. COMMITTEE AND STAFF REPORTS

1. Education Development Charge - Clark C1
2. Education Development Charge By-Law Borrowing Resolution - Giancarlo C2
3. IT Services Response to the COVID-19 Pandemic - Giancarlo C3
4. Financial Reports as at November 30, 2020 - Giancarlo C4

D. TRUSTEE ITEMS, OPEN QUESTION PERIOD & OTHER BUSINESS

- | | |
|--|------|
| 1. Correspondence | - |
| 2. Report on Trustee Conferences Attended | - |
| 3. General Discussion to Plan for Future Action | - |
| 4. Trustee Information | |
| 4.1 Calendar of Events – January 2021 | D4.1 |
| 5. Open Question Period | |
| <i>(The purpose of the Open Question Period is to allow members of the Catholic school supporting public to ask about items on that night's public agenda or any previous agendas, and the Board to answer and react.)</i> | |

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

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
DECEMBER 15, 2020**

PUBLIC SESSION

**TITLE: MINUTES OF THE BOARD MEETING OF
NOVEMBER 24, 2020**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Minutes of the Board Meeting of November 24, 2020, as presented.



MINUTES OF THE BOARD MEETING

TUESDAY, NOVEMBER 24, 2020

Minutes of the Meeting of the Niagara Catholic District School Board, held on Tuesday, November 24, 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 6:30 p.m. by Chair Fera.

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayers were led by Trustee Prince

2. Roll Call

Chair Fera 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 Sicoli
Seconded by Trustee Turner

THAT the Niagara Catholic District School Board approve the Agenda of the Board Meeting of November 24, 2020, as presented.

CARRIED

4. Declaration of Conflict of Interest

Disclosures of Interest were declared by Trustees Huibers, Fera and Moody with Item F9.3 of the In Camera Agenda. These trustees have family members who are employees of the Board. They left the meeting during discussion of this item.

5. Approval of Minutes of the Board Meeting

5.1 October 27, 2020

Moved by Trustee Burtnik
Seconded by Trustee Sicoli

THAT the Niagara Catholic District School Board approve the Minutes of the Board Meeting of October 27, 2020, as presented.

CARRIED

5.2 November 10, 2020

Moved by Trustee Burtnik
Seconded by Trustee Sicoli

THAT the Niagara Catholic District School Board approve the Minutes of the Board Meeting of November 10, 2020, as presented.

CARRIED

6. Consent Agenda Items

6.1 Unapproved Minutes of the Committee of the Whole Meeting of November 10, 2020 and Consideration of Recommendations

THAT the Niagara Catholic District School Board receive the unapproved Minutes of the Committee of the Whole of November 10, 2020, as presented.

6.1.1 Leadership Pathways Policy (203.4)

THAT the Niagara Catholic District School Board approve the Leadership Pathways Policy (203.4), as presented.

6.1.2 Dress Code - Secondary Uniform Policy (302.6.6)

THAT the Niagara Catholic District School Board approve the Dress Code - Secondary Uniform Policy (302.6.6), as presented.

6.1.3 Elementary Standardized Dress Code Policy (302.6.10)

THAT the Niagara Catholic District School Board approve the Elementary Standardized Dress Code Policy (302.6.10), as presented.

6.1.4 Niagara Catholic Parent Involvement Committee Policy (800.7)

THAT the Niagara Catholic District School Board approve the Niagara Catholic Parent Involvement Committee Policy (800.7), as presented.

6.2 Approved Minutes of the Niagara Catholic Parent Involvement Committee (NCPIC) of September 10, 2020

THAT the Niagara Catholic District School Board receive the approved Minutes of the Niagara Catholic Parent Involvement Committee Meeting of September 10, 2020, as presented for information

6.3 Approved Minutes of the Special Education Advisory Committee (SEAC) Meeting of October 7, 2020

THAT the Niagara Catholic District School Board receive the Approved Minutes of the Special Education Advisory Committee Meeting of October 7, 2020, as presented.

6.4 In-Camera Items F1, F2, F4.1, F4.2, F5, F5.1, F7 & F8

Moved by Trustee Burkholder

Seconded by Trustee Prince

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

CARRIED

B. DELEGATIONS/PRESENTATIONS

Nil

C. COMMITTEE AND STAFF REPORTS

1. Facilities Services Environmental Initiatives: EcoSchools Program Overview

Clark Euale, Controller of Facilities Services presented the Facilities Services Environmental Initiatives: EcoSchools Program Overview for Trustee information.

Controller Euale answered questions of Trustees.

2. Financial Report as at October 31, 2020

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

D. TRUSTEE ITEMS, OPEN QUESTION PERIOD & OTHER BUSINESS

1. Correspondence

Nil

2. Report on Trustee Conferences Attended

Nil

3. General Discussion to Plan for Future Action

- Director Cipriano reminded Trustees that the December 15, 2020 Board meeting will be a virtual meeting in order to allow the technology upgrade to the Father Burns Board room.

Superintendent Vetrone provided further information regarding the upgrade.

- Director Cipriano discussed the option of closing schools should transportation be canceled during inclement weather through COVID.

Director Cipriano answered questions of Trustees.

4. Trustee Information

4.1 Calendar of Events – December 2020

Director Cipriano highlighted the December 2020 calendar for Trustee information.

4.2 OCSTA 2021 Virtual Catholic Trustees Seminar

Director Cipriano highlighted the OCSTA 2021 Virtual Catholic Trustees Seminar

Trustees were asked to confirm their attendance with Anna Pisano.

5. Open Question Period

None Submitted

E. NOTICES OF MOTION

F. BUSINESS IN CAMERA

Moved by Trustee Sicoli
Seconded by Trustee Prince

THAT the Niagara Catholic District School Board move into the In Camera Session.

CARRIED

The Niagara Catholic District School Board moved into the In Camera Session of the Board Meeting at 7:26 p.m. and reconvened at 9:13 p.m.

G. REPORT ON THE IN-CAMERA SESSION

Moved by Trustee Sicoli
Seconded by Trustee Prince

THAT the Niagara Catholic District School Board report the motions from the In Camera Session of the Board Meeting of November 24, 2020.

CARRIED

SECTION A: STUDENT TRUSTEES PRESENT

Moved by Trustee Burkholder
Seconded by Trustee Prince

THAT the Niagara Catholic District School Board approve the Minutes of the In Camera Session of the Board Meeting - SECTION A: Student Trustees Present of October 27, 2020, as presented.

CARRIED (Item F1)

Moved by Trustee Burkholder
Seconded by Trustee Prince

THAT the Niagara Catholic District School Board receive the unapproved Minutes of the In Camera Session of the Committee of the Whole Meeting - SECTION A: Student Trustees Present of November 10, 2020, as presented.

CARRIED (Item F2)

SECTION B: STUDENT TRUSTEES EXCLUDED

Moved by Trustee Burkholder
Seconded by Trustee Prince

THAT the Niagara Catholic District School Board approve the Minutes of the In Camera Session of the Board Meeting - SECTION B: Student Trustees Excluded of October 27, 2020, as presented.

CARRIED (Item F4.1)

Moved by Trustee Burkholder
Seconded by Trustee Prince

THAT the Niagara Catholic District School Board approve the Minutes of the In Camera Session of the Board Meeting - SECTION B: Student Trustees Excluded of November 10, 2020, as presented.

CARRIED (Item F4.2)

Moved by Trustee Burkholder
Seconded by Trustee Prince

THAT the Niagara Catholic District School Board receive the unapproved Minutes of the In Camera Session of the Committee of the Whole Meeting - SECTION B: Student Trustees Excluded of November 10, 2020, as presented.

CARRIED (Item F5)

The following motions were reported from the In Camera Session of the Committee of the Whole Meeting - SECTION B: Student Trustees Excluded of November 10, 2020:

Moved by Trustee Burkholder
Seconded by Trustee Prince

THAT the Niagara Catholic District School Board approve the motion from the In Camera Session of the Board Meeting – SECTION B: Student Trustees Excluded of F5.1

CARRIED (Item F5.1)

H. FUTURE MEETINGS AND EVENTS

I. MOMENT OF SILENT REFLECTION FOR LIFE

J. ADJOURNMENT

Moved by Trustee Prince
Seconded by Trustee Turner

THAT the November 24, 2020 meeting of the Niagara Catholic District School Board be adjourned.

CARRIED

This meeting was adjourned at 9:14 p.m.

Minutes of the Meeting of the Niagara Catholic District School Board held on **November 24, 2020**.

Approved on **December 15, 2020**.

Frank Fera
Chair of the Board

Camillo Cipriano
Director of Education/Secretary -Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
DECEMBER 15, 2020**

PUBLIC SESSION

**TITLE: MINUTES OF THE BOARD MEETING OF
DECEMBER 1, 2020**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Minutes of the Board Meeting of December 1, 2020, as presented.



**MINUTES OF THE
ANNUAL ORGANIZATIONAL MEETING OF THE BOARD
TUESDAY, DECEMBER 1, 2020**

Minutes of the Annual Organizational Meeting of the Niagara Catholic District School Board, held on Tuesday, December 1, 2020, at 6:00 p.m. in the Father Kenneth Burns C.S.C. Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

A. ROUTINE MATTERS

1. **Meeting Call to Order – Camillo Cipriano, Director of Education/CEO/Secretary-Treasurer**

The meeting was called to order at 6:00 p.m. by Chief Executive Officer and Director of Education Camillo Cipriano, in accordance with section 208-4 of the Education Act.

Director Cipriano welcomed guests and thanked Bishop Bergie, Honorary Chair of the Board for attending the Annual Organizational Meeting of the Board for 2020.

2. **Land Acknowledgement – Sydney Yott, Student Trustee**

Student Trustee Sydney Yott opened the 2020 Annual Organizational Meeting of the Board with a Land Acknowledgement.

3. **Opening Prayer – (Most Rev.) Gerard P. Bergie, D.D., Bishop of St. Catharines, Honorary Chair of the Board**

Director Cipriano informed the guests in attendance that at the Organizational Meeting of the Board in 2014, the first action of the elected Board of Trustees was to approve a motion naming His Excellency - Bishop Gerard Bergie as the Honourary Chair of the Niagara Catholic District School Board.

On behalf of all in attendance, the Director expressed gratitude to Bishop Bergie for his faith filled leadership and support, as well as his valued partnership with Niagara Catholic.

His Excellency then thanked Director Cipriano for his kind words and the opportunity to participate in the Annual Organizational Meeting of the Board.

Bishop Bergie led the 2020 Annual Organizational Meeting of the Board with a dedicated Advent reflection and prayer.

On behalf of the Board and the students of Niagara Catholic, Director Cipriano presented Bishop Bergie with a box of Christmas cards designed from artwork submitted by students of Niagara Catholic.

4. **Roll Call**

Director Cipriano 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	✓			

Special Guest:

Honorary Chair: (Most Rev.) **Gerard P. Bergie**, D.D., Bishop of St. Catharines
 Marc DiGirolamo, Board Solicitor

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

5. **Approval of the Agenda**

Moved by Trustee Burtnik
 Seconded by Trustee Prince

THAT the Niagara Catholic District School Board approve the Agenda of the Annual Organizational Meeting of the Board of December 1, 2020, as presented.

CARRIED

6. **Declaration of Conflict of Interest**

No Disclosures of Interest were declared with any items on the Agenda of the Annual Organizational Meeting of the Board.

7. **Election Procedures**

Director Cipriano reviewed the procedures for the election of the Chair and Vice-Chair in accordance with Section 8 Subsection 4 of the Board By-Laws, asked if there were any questions of the procedures before proceeding and appointed Marc DiGirolamo, Board Solicitor and Superintendent Vetrone, as scrutineers if required.

8. **Election of Chair**

Director Cipriano called for nominations for the position of Chair of the Board.

Moved by Trustee Burkholder

THAT Trustee Huibers be nominated for the position of Chair of the Niagara Catholic District School Board to hold office from December 1, 2020 until the December 2021 Organizational Meeting of the Board.

Director Cipriano asked Trustee Huibers if he wished to stand for the position of Chair of the Niagara Catholic District School Board. Trustee Huibers accepted the nomination.

Moved by Trustee Turner

THAT Trustee Fera be nominated for the position of Chair of the Niagara Catholic District School Board to hold office from December 1, 2020 until the December 2021 Organizational Meeting of the Board.

Director Cipriano asked Trustee Fera if he wished to stand for the position of Chair of the Niagara Catholic District School Board. Trustee Fera accepted the nomination.

Following three calls for nominations there were no further nominations forthcoming.

Moved by Trustee Sicoli

Seconded by Trustee Moody

THAT the nominations for the position of Chair of the Niagara Catholic District School Board be closed.

CARRIED

Following the counting of the ballots, a tie was declared. A second vote was taken and was also declared a tie. In compliance with Board By-Laws, the two nominees drew straws for the position of Chair. Straws were drawn alphabetically by last name with the person drawing the long straw elected. Trustee Huibers was elected by straw ballot to the position of Chair of the Niagara Catholic District School Board to hold office from December 1, 2020 until the December 2021 Organizational Meeting of the Board.

Moved by Trustee Burtnik

Seconded by Trustee Sicoli

THAT the ballots for the election of the Chair of the Niagara Catholic District School Board be destroyed.

CARRIED

Director Cipriano turned over the Chairship of the Annual Organization Meeting of the Board to Chair Huibers.

9. **Election of Vice-Chair**

Chair Huibers called for nominations for the position of Vice-Chair of the Board.

Moved by Trustee Prince

THAT Trustee Burkholder be nominated for the position of Vice-Chair of the Niagara Catholic District School Board to hold office from December 1, 2020 until the December 2021 Organizational Meeting of the Board.

CARRIED

Chair Huibers asked Trustee Burkholder if she wished to stand for the position of Vice-Chair of the Niagara Catholic District School Board. Trustee Burkholder accepted the nomination.

Moved by Trustee Sicoli

THAT Trustee Moody be nominated for the position of Vice-Chair of the Niagara Catholic District School Board to hold office from December 1, 2020 until the December 2021 Organizational Meeting of the Board.

CARRIED

Chair Huibers asked Trustee Moody if he wished to stand for the position of Vice-Chair of the Niagara Catholic District School Board. Trustee Moody accepted the nomination.

Following three calls for nominations there were no further nominations forthcoming.

Moved by Trustee Prince

Seconded by Trustee Burkholder

THAT the nominations for the position of Vice-Chair of the Niagara Catholic District School Board be closed.

CARRIED

Following the counting of the ballots, a tie was declared. A second vote was taken and was also declared a tie. In compliance with Board By-Laws, the two nominees drew straws for the position of Vice-Chair. Straws were drawn alphabetically by last name with the person drawing the long straw elected. Trustee Moody was elected by straw ballot to the position of Vice-Chair of the Niagara Catholic District School Board to hold office from December 1, 2020 until the December 2021 Organizational Meeting of the Board.

Moved by Trustee Sicoli

Seconded by Trustee Prince

THAT the ballots for the election of the Chair and Vice-Chair of the Niagara Catholic District School Board be destroyed.

CARRIED

10. **Chair's Remarks**

A copy of Chair Huibers remarks are attached to the Minutes for information and are posted on the *Board*, and *My Niagara Catholic* websites.
(Appendix A)

11. Vice-Chair's Remarks

A copy of Vice-Chair Moody's remarks are attached to the Minutes for information are posted on the *Board, and My Niagara Catholic* websites.
(Appendix B)

B. COMMITTEE AND STAFF REPORTS

1. Board Committees

Director Cipriano presented the Report on Board Committees, in accordance with Board By-Law 19 which calls for Trustee membership on Board Ad Hoc, Statutory, Standing and Liaison Committees until November 30, 2021.

Director Cipriano stated that members to the committees are appointed by the Chair of the Board in consultation with the Vice-Chair of the Board. He asked that Trustees submit their completed form to the Office of the Director of Education by the December 15, 2020 Board Meeting.

In compliance with Board By-laws, the Chair, in consultation with the Vice-Chair will appoint trustees to the various committees of the Board. A report on the recommended names will be presented at the January 12, 2021 Committee of the Whole meeting for a recommendation to the January Board meeting for approval of Board committees for 2021.

Moved by Trustee Burtnik

Seconded by Trustee Turner

THAT the Niagara Catholic District School Board approve the continuation of the following Ad Hoc Committees for the year 2021:

- Blessed Trinity Catholic Family of Schools Attendance Area Ad Hoc Committee
- Denis Morris, Holy Cross, and Saint Francis Catholic Family of Schools Attendance Area Ad Hoc Committee
- Growth and Retention Committee
- Lakeshore Catholic Family of Schools Attendance Area Ad Hoc Committee
- Notre Dame College Family of Schools Attendance Area Ad Hoc Committee
- Saint Michael and Saint Paul Catholic Family of Schools Attendance Area Ad Hoc Committee

CARRIED

C. MOMENT OF SILENT REFLECTION FOR LIFE

D. ADJOURNMENT

Moved by Trustee Prince

Seconded by Trustee Sicoli

THAT the December 1, 2020 Annual Organizational Meeting of the Niagara Catholic District School Board be adjourned.

CARRIED

This meeting was adjourned at 6:38 p.m.

Minutes of the Annual Organizational Meeting of the Niagara Catholic District School Board held on **December 1, 2020.**

Approved on **December 15, 2020.**

Larry Huibers
Chair of the Board

Camillo Cipriano
Director of Education/Secretary -Treasurer

APPENDIX A

CHAIR HUIBERS' REMARKS

Annual Organizational Meeting of the Niagara Catholic District School Board December 1, 2020

Good Evening your Worship Bishop Bergie, fellow trustees and all supporters of Catholic Education.

As we embark on this year, we are thankful for the many gifts we have been afforded in the past year. Past Chair Frank Fera has guided us forward, thank you for your leadership and unwavering commitment to Catholic Education. Our new Director, Camillo Cipriano has taken the helm at a difficult period however the legacy of our former Director John Crocco has left us ready to face the challenges ahead. Covid has changed the landscape and created new stressors that we will all need to be mindful of. More than ever we need to look out for one another and be the support system for each other, especially our students, who we are entrusted to help them actualize all the potential God has given them.

As Trustees for the Niagara Catholic District School Board we have walked many paths, some met at the same place, some did not. The purpose of our different paths is as varied as the unique skills and attributes we each have. Our role as Trustees is not to be the same but to be unique and be willing to share the gift of our experience and commitment to Catholic education. Through open, honest dialogue our differences become the strength of the Board. We are witness to this when we look at the diversity of each table we support, be it students, staff, clergy or community. All of us that make up Niagara Catholic have an opportunity and obligation to continue to respect diversity, to support all our students, their families, all staff and the church community. Together this is the essence of Niagara Catholic.

There is a call to action that all of us who support Catholic Education must recognize. These are complex and difficult times. Supporting the staff of Niagara Catholic has never been more critical for a strong, effective Catholic Education system in Ontario. Allowing staff to do the work their vocation has called them to do is paramount for our students to succeed. We will all be tested in the upcoming year. Our collective response will be guided by our faith. The knowledge that by finding a louder voice on our shared needs and values we will be able to offer an exceptional educational experience for all those that we have the blessings of engaging with. There is also the opportunity that gaining knowledge on our differences and making those differences strengths not weaknesses will ensure that we are being receptive to the whole of the Niagara Catholic community.

We must all commit to supporting one another and while we may not always agree, we will use the teachings of Christ as our compass to navigate the waters ahead.

I ask for all your prayers, support and guidance as we move forward for the 2021 year.

APPENDIX B

VICE-CHAIR MOODY'S REMARKS

Annual Organizational Meeting of the Niagara Catholic District School Board December 1, 2020

Thank you Bishop, fellow Trustees, Student Trustees, Superintendents, Unions and everybody in attendance as support staff.

The story I'm going to tell is going to relate to a little while back when I was working. I had an opportunity to watch and guard over for a period of time, Jessie Jackson. Everybody knows who Jessie Jackson is, he's quite the dynamic speaker, and I watched him, it was during the negotiating with the free trade and I was assigned to him to spend the day with him, and I learned a lot from that guy. I'm going to mention him for a reason, and I'm going to tell you why. I was with him when he was giving his speeches, and I watched the way he gave his speeches, I watched how dynamic this guy was. I was stunned that he could do it on the whim, and I asked him when I was sitting in the car going to Toronto, I asked him, where do you get the inspiration? How come you're not reading it? He said, "Dan, scripted speeches, people can tell, they can tell by looking at you if they're scripted. It doesn't have the impact it does when you say it from your heart".

So today's speech I'm going to speak from my heart. I never forgot what he told me. It's not a question of being prepared. It's a lot harder to do this, in my view, than to read something. So, I'm going to start off by telling everybody, thank you very much. My intentions as Vice-chair are simply as follows;

I'm going to support the students and the staff and I'm going to support them. I'm going to do everything I can, and that's the reason why I'm a trustee. For no other reason. Being a trustee is a little bit different than I originally had thought. I thought I was going to come here, show up, help some kids and go home. It's not like that. What an education I had for the last two years. There's hurdles we are going to have to face. They're tough. I got to suck it up in certain areas. I know I'm going to have to do that. I'm going to do the best I can, but being Irish Italian, my head's like this table. It's true, it's very difficult, but my intentions as vice-chair are very straight and forward, I'm here to support our working staff. That's what we're supposed to do, and I'm going to make sure it gets done. I can tell you, but I got to show you, and you'll see it, and I base my reputation on that. But, like I said, I am speaking from the heart. I'm looking at each and every one of you, and that's my intent.

So, I thank you for your time, and, you'll see.

Thank you very much.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
DECEMBER 15, 2020**

PUBLIC SESSION

**TOPIC: UNAPPROVED MINUTES OF THE COMMITTEE OF THE
WHOLE MEETING OF DECEMBER 1, 2020**

RECOMMENDATION

THAT the Niagara Catholic District School Board receive the unapproved Minutes of the Committee of the Whole Meeting of December 1, 2020, as presented.

The following recommendations are being presented for the Board's consideration from the Committee of the Whole Meeting of December 1, 2020:

6.1.1 Audited Consolidated financial Reports 2019-2020

THAT the Niagara Catholic District School Board approve the Audited Consolidated Financial Reports 2019-2020, as presented.

6.1.2 Revised Estimate for the Year 2020-2021

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



MINUTES OF THE COMMITTEE OF THE WHOLE MEETING TUESDAY, DECEMBER 1, 2020

Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, December 1, 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 Moody.

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayer was led by Trustee Sicoli

2. Roll Call

Vice-Chair Moody 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

3. Approval of the Agenda

Moved by Trustee Burkholder

THAT the Committee of the Whole approve the Agenda of the Committee of the Whole Meeting of December 1, 2020, as presented.

CARRIED

4. Declaration of Conflict of Interest

Declaration of Conflict of Interest was declared by Trustees Fera, Huibers and Moody with Item F4.3 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 this item.

5. Approval of Minutes of the Committee of the Whole Meeting of November 10, 2020

Moved by Trustee Turner

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

CARRIED

6. Consent Agenda Items

6.1 Staff Development Department Professional Development Opportunities

Presented for information.

6.2 Capital Projects Progress Report Update

Presented for information.

6.3 In Camera Items F1 and F3

Moved by Trustee Burkholder

THAT the Committee of the Whole adopt consent agenda items.

CARRIED

B. PRESENTATIONS

1. Niagara Catholic Annual Pilgrimage 2020

Ted Farrell, Superintendent of Education provided background information on the Niagara Catholic Annual Pilgrimage and introduced Lidia Di Lorenzo, Religion and Family Life Consultant.

Ms. Di Lorenzo provided a visual presentation of the Niagara Catholic Annual Pilgrimage 2020.

Vice-Chair Moody expressed gratitude to Ms. Di Lorenzo for her outstanding presentation and to Father Mulligan and all the secondary schools that participated in the event.

Trustee Turner acknowledged all those involved with the annual pilgrimage, and noted that it's a testament to our faith and what makes Niagara Catholic distinct from the public system.

C. COMMITTEE AND STAFF REPORTS

1. 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.

2. Financial Reports

2.1 Audited Consolidated Financial Reports 2019-2020

Giancarlo Vetrone, Superintendent of Business & Financial Services presented the Audited Consolidated Financial Reports 2019-2020 and introduced and acknowledged Rosa Rocca, Controller of Business and Financial Services.

Ms. Rocca provided a review of the income statements and balance sheet.

Superintendent Vetrone answered questions of Trustees.

Trustee Burtnik expressed appreciation to the audit committee members, Trustees Turner and Sicoli and to all members of staff.

Moved by Trustee Burtnik

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

CARRIED

2.2 Revised Estimates 2020-2021

Superintendent Vetrone presented the Revised Estimates 2020-2021 report.

Superintendent Vetrone answered questions of Trustees.

Moved by Trustee Burtnik

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.

CARRIED

3. Monthly Updates

3.1 Student Trustees' Update

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

3.2 Senior Staff Good News Update

Senior Staff highlights included:

Superintendent Rocca

- On November 26 the Human Resources department participated in a virtual job fair focusing on attracting occasional teachers to our Board. The fair was a great success and 29 occasional teacher candidates are being interviewed resulting from the job fair, resulting in 15 elementary and 14 secondary potential occasional teachers.

Superintendent Pizzoferrato

- Niagara Catholic met and embraced the challenge of a virtual Special Education program with the confidence of the Trustees who directed parent and staff concerns. With the support of senior staff and open conversations at Senior Administrative Council meetings we have a model that is up and running successfully.

Controller Euale

- Niagara Nutrition Partners are engaging in two initiatives, \$29,000.00 in Sobey's gift cards in \$50.00 denominations to support students in need of financial assistance and Toonies for Tummies campaign with local grocery stores collecting Toonies for the Niagara Nutrition Partners and schools will receive \$50.00 Food Basics gift cards for families in need.
- The Knights of Columbus Coats for Kids program have distributed 48 coats in October and 48 more are being distributed before Christmas.
- Niagara Catholic has been successful in obtaining a \$15,000.00 grant from Niagara Community Foundation Emergency Community Support Fund to purchase chrome books for our families to support virtual learning. This will fund 40 chrome books.
- Socks for Change Initiative provides socks to children in our schools.
- Controller Euale acknowledged the hard work and dedication of his team on these important initiatives, Debbie Ogilvie, Community Outreach Coordinator led by Kathy Levinski, Administrator of Facilities Services.

Superintendent Farrell

- The Ministry of Education announced that the Niagara Catholic District School Board's plan of welcoming international students during COVID has been approved.

D. INFORMATION

1. Trustee Information

Nil

E. OTHER BUSINESS

1. General Discussion to Plan for Future Action

- 1.1 A reminder that the December 15, 2020 Board meeting will be held virtually.

F. BUSINESS IN CAMERA

Moved by Trustee Burkholder

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 7:44 p.m. and reconvened at 8:24 p.m.

G. REPORT ON THE IN-CAMERA SESSION

Moved by Trustee Burkholder

THAT the Committee of the Whole report the motions from the In Camera Session of the Committee of the Whole Meeting of December 1, 2020.

CARRIED

SECTION A: STUDENT TRUSTEES INCLUDED

Moved by Trustee Burkholder

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 November 10, 2020, as presented.

CARRIED (Item F1)

SECTION B: STUDENT TRUSTEES EXCLUDED

Moved by Trustee Burkholder

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting - In Camera Session (Section B: Student Trustees Excluded) held on November 10, 2020, as presented.

CARRIED (Item F3)

H. ADJOURNMENT

Moved by Trustee Prince

THAT the December 1, 2020 Committee of the Whole Meeting be adjourned.

CARRIED

This meeting was adjourned at 8:25 p.m.

Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **December 1, 2020.**

Approved on **January 12, 2020.**

Daniel Moody
Vice-Chair of the Board

Camillo Cipriano
Director of Education/Secretary -Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
DECEMBER 15, 2020**

PUBLIC SESSION

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

RECOMMENDATION

THAT the Niagara Catholic District School Board approve 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: Committee of the Whole

Date: December 15, 2019



REPORT TO THE COMMITTEE OF THE WHOLE 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 on 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

Consolidated Financial Statements

Niagara Catholic District School Board

August 31, 2020

DRAFT

Table of Contents

	Page
Management Report	1
Independent Auditor's Report	2-4
Consolidated Statement of Financial Position	5
Consolidated Statement of Operations and Accumulated Surplus	6
Consolidated Statement of Cash Flows	7
Consolidated Statement of Changes in Net Debt	8
Notes to the Consolidated Financial Statements	9-25
Schedule of Tangible Capital Assets	26-27

DRAFT

Niagara Catholic District School Board

Management Report

August 31, 2020

The accompanying consolidated financial statements of the Niagara Catholic District School Board (the "Board") are the responsibility of the Board's management and have been prepared in accordance with the Financial Administration Act, supplemented by Ontario Ministry of Education memorandum 2004:B2 and Ontario Regulation 395/11 of the Financial Administration Act, as described in Note 1 to the consolidated financial statements.

The preparation of consolidated financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

Board management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the consolidated financial statements. These systems are monitored and evaluated by management.

The Audit Committee of the Board meets with the external auditors to review the consolidated financial statements and discuss any significant financial reporting or internal control matters prior to the Board's approval of the consolidated financial statements.

The consolidated financial statements have been audited by Grant Thornton LLP, independent external auditors appointed by the Board. The accompanying Independent Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the Board's consolidated financial statements.

Director of Education/Secretary Treasurer

Mr. Camillo Cipriano

November XX, 2020

Superintendent of Business and
Financial Services

Mr. Giancarlo Vetrone

Niagara Catholic District School Board

Consolidated Statement of Financial Position

As at August 31

2020

2019

Financial assets

Cash and cash equivalents	\$ 25,875,855	\$ 23,550,701
Investments (Note 2)	15,000,000	10,000,000
Accounts receivable (Note 4)	23,323,096	12,993,752
Accounts receivable – Government of Ontario (Note 3)	54,780,372	58,687,679
Assets held for sale (Note 5)	1,003,439	-

Total financial assets

149,982,762 105,232,132

Liabilities

Accounts payable and accrued liabilities	26,461,731	12,707,327
Deferred revenue (Note 6)	18,995,353	16,164,863
Retirement and other employee future benefits (Note 8)	6,427,643	6,535,777
Net long-term debt and capital leases (Note 9)	55,606,681	60,057,387
Deferred capital contributions (Note 7)	182,904,878	184,192,514

Total liabilities

290,396,286 279,657,868

Net debt

(170,413,524) (174,425,736)

Non-financial assets

Tangible capital assets (Pages 26 and 27)	197,379,966	198,404,552
Prepaid expenses	620,107	583,845

Total non-financial assets

198,000,073 198,988,397

Accumulated surplus (Note 13)

\$ 27,586,549 \$ 24,562,661

Contractual obligations and contingent liabilities (Note 17)

Commitments (Note 18)

Signed on behalf of the Board:

Chairperson of the Board

Director of Education/Secretary Treasurer

See accompanying notes to the consolidated financial statements.

Niagara Catholic District School Board

Consolidated Statement of Operations and Accumulated Surplus

For the Year Ended August 31	Budget 2020	Actual 2020	Actual 2019
Revenues			
Provincial legislative grants	\$ 240,143,135	\$ 236,504,563	\$ 245,179,136
Provincial grants – other	3,365,000	2,969,660	3,868,040
Federal grants and fees	479,615	474,825	479,615
Other fees and revenues	3,367,000	3,374,820	3,416,965
Investment income	625,000	650,053	625,267
School fundraising	7,583,300	4,631,007	7,587,961
Amortization of deferred capital contributions	15,736,513	12,145,443	13,449,767
Total revenues	<u>271,299,563</u>	<u>260,750,371</u>	<u>274,606,751</u>
Expenses (Note 15)			
Instruction	203,353,145	198,016,296	201,402,145
Administration	7,433,095	7,810,280	7,574,674
Transportation	10,811,254	10,016,300	10,691,040
Pupil accommodation	42,001,282	37,306,242	39,705,473
Other	117,487	117,487	118,706
School funded activities	7,410,200	4,459,878	7,412,176
Total expenses	<u>271,126,463</u>	<u>257,726,483</u>	<u>266,904,214</u>
Annual surplus	173,100	3,023,888	7,702,537
Accumulated surplus, beginning of year	24,562,661	24,562,661	16,860,124
Accumulated surplus, end of year	<u>\$ 24,735,761</u>	<u>\$ 27,586,549</u>	<u>\$ 24,562,661</u>

See accompanying notes to the consolidated financial statements.

Niagara Catholic District School Board Consolidated Statement of Cash Flows

For the Year Ended August 31

2020

2019

Operating transactions		
Annual surplus	\$ 3,023,888	\$ 7,702,537
Sources and (uses)		
Non-cash items including:		
Amortization of tangible capital assets	12,512,393	14,008,743
Amortization of deferred capital contributions (Note 7)	(12,145,443)	(13,449,767)
Decrease in retirement and other employee future benefits	(108,134)	(642,881)
Increase in accounts receivable	(10,329,344)	(3,520,130)
Increase in assets held for sale	(1,003,439)	-
Increase in prepaid expenses	(36,262)	(97,722)
Increase (decrease) in accounts payable and accrued liabilities	13,754,404	(1,749,164)
Increase in deferred revenue	2,830,490	263,055
Cash provided by operating transactions	8,498,553	2,514,671
Capital transactions		
Acquisition of tangible capital assets	(12,491,246)	(12,291,100)
Net additions to deferred capital contributions	11,861,246	12,291,100
Cash provided by capital transactions	(630,000)	-
Investing transactions		
Increase in investments	(5,000,000)	-
Cash applied to investing transactions	(5,000,000)	-
Financing transactions		
Decrease in accounts receivable – Government of Ontario	3,907,307	6,283,476
Debt repayment (Note 11)	(4,450,706)	(4,224,458)
Cash (applied to) provided by financing transactions	(543,399)	2,059,018
Change in cash and cash equivalents	2,325,154	4,573,689
Cash and cash equivalents, beginning of year	23,550,701	18,977,012
Cash and cash equivalents, end of year	\$ 25,875,855	\$ 23,550,701

See accompanying notes to the consolidated financial statements.

Niagara Catholic District School Board
Consolidated Statement of Changes in Net Debt

For the Year Ended August 31

2020

2019

Annual surplus	\$ 3,023,888	\$ 7,702,537
Non-financial asset activity		
Acquisition of tangible capital assets	(12,491,246)	(12,291,100)
Amortization of tangible capital assets	12,512,393	14,008,743
Transfer to assets held for sale	1,003,439	-
Change in prepaid expenses	(36,262)	(97,722)
Decrease in net debt	4,012,212	9,322,458
Net debt, beginning of year	(174,425,736)	(183,748,194)
Net debt, end of year	\$ (170,413,524)	\$ (174,425,736)

DRAFT

See accompanying notes to the consolidated financial statements.

Niagara Catholic District School Board

Notes to the Consolidated Financial Statements

August 31, 2020

1. Significant accounting policies

The consolidated financial statements are prepared by management in accordance with the basis of accounting described below.

(a) Basis of accounting

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

The Financial Administration Act requires that the consolidated financial statements be prepared in accordance with the accounting principles determined by the relevant Ministry of the Province of Ontario. A directive was provided by the Ontario Ministry of Education within memorandum 2004:B2 requiring school boards to adopt Canadian public sector accounting standards commencing with their year ended August 31, 2004 and that changes may be required to the application of these standards as a result of regulation.

In 2011, the government passed Ontario Regulation 395/11 of the Financial Administration Act. The Regulation requires that contributions received or receivable for the acquisition or development of depreciable tangible capital assets and contributions of depreciable tangible capital assets for use in providing services, be recorded as deferred capital contributions and be recognized as revenue in the statement of operations over the periods during which the asset is used to provide service at the same rate that amortization is recognized in respect of the related asset. The regulation further requires that if the net book value of the depreciable tangible capital asset is reduced for any reason other than depreciation, a proportionate reduction of the deferred capital contribution along with a proportionate increase in the revenue be recognized. For Ontario school boards, these contributions include government transfers, externally restricted contributions and, historically, property tax revenue.

The accounting policy requirements under Regulation 395/11 are significantly different from the requirements of Canadian public sector accounting standards which require that:

- government transfers, which do not contain a stipulation that creates a liability, be recognized as revenue by the recipient, when approved by the transferor and the eligibility criteria have been met in accordance with public sector accounting standard PS3410;
- externally restricted contributions be recognized as revenue in the period in which the resources are used for the purpose or purposes specified in accordance with public sector accounting standard PS3100; and
- property taxation revenue be reported as revenue when received or receivable in accordance with public sector accounting standard PS3510.

As a result, revenue recognized in the statement of operations and certain related deferred revenues and deferred capital contributions would be recorded differently under Canadian Public Sector Accounting Standards.

Niagara Catholic District School Board

Notes to the Consolidated Financial Statements

August 31, 2020

1. Significant accounting policies (continued)

(b) Reporting entity

The consolidated financial statements reflect the assets, liabilities, revenues and expenses of the reporting entity. The reporting entity is comprised of all organizations accountable for the administration of their financial affairs and resources to the Niagara Catholic District School Board ("the Board") and which are controlled by the Board.

School generated funds, which include the assets, liabilities, revenues and expenses of various organizations that exist at the school level and which are controlled by the Board are reflected in the consolidated financial statements.

The Board's consolidated financial statements reflect the proportionate consolidation of the Niagara Student Transportation Services whereby they include the assets that the Consortium controls, the liabilities that it has incurred, and its pro-rata share of revenues and expenses.

Inter-departmental and inter-organizational transactions and balances between these organizations are eliminated.

(c) Trust funds

Trust funds and their related operations administered by the Board are not included in the consolidated financial statements as they are not controlled by the Board.

(d) Cash and cash equivalents

Cash and cash equivalents comprise of cash on hand and demand deposits.

(e) Investments

Long-term investments consist of investments that have maturities of more than one year. Long-term investments are recorded at cost, and assessed regularly for permanent impairment.

(f) Deferred revenue

Certain amounts are received pursuant to legislation, regulation or agreement and may only be used in the conduct of certain programs or in the delivery of specific services and transactions. These amounts are recognized as revenue in the fiscal year the related expenditures are incurred, or services are performed.

(g) Deferred capital contributions

Contributions received or receivable for the purpose of acquiring or developing a depreciable tangible capital asset for use in providing services, or any contributions in the form of depreciable tangible capital assets received or receivable for use in providing services, shall be recognized as deferred capital contribution as defined in Ontario Regulation 395/11 of the Financial Administration Act. These amounts are recognized as revenue at the same rate as the related tangible capital asset is amortized.

The following items fall under this category:

- Government transfers received or receivable for capital purpose;
- Other restricted contributions received or receivable for capital purpose;
- Property taxation revenues which were historically used to fund capital assets.

Niagara Catholic District School Board

Notes to the Consolidated Financial Statements

August 31, 2020

1. Significant accounting policies (continued)

(h) Retirement and other employee future benefits

The Board provides defined retirement and other future benefits to specified employee groups. These benefits include pension, life insurance, health care benefits, dental benefits, retirement gratuity, worker's compensation and long-term disability benefits.

As part of ratified labour collective agreements for unionized employees that bargain centrally and ratified central discussions with the Principals and Vice-Principals Associations, the following Employee Life and Health Trusts (ELHTs) were established in 2016-17: Ontario English Catholic Teachers' Association (OECTA). The following ELHTs were established in 2017-2018: Canadian Union of Public Employees Education Workers' Benefits Trust (CUPE EWB) and Ontario Non-union Education Trust (ONE-T) for non-unionized employees including principals and vice-principals. The ELHTs provide health, dental and life insurance benefits to teachers (excluding daily occasional teachers), education workers (excluding casual and temporary staff), other school board staff and retired individuals up to a school board's participation date into the ELHT. These benefits are provided through a joint governance structure between the bargaining/employee groups, school board trustees' associations and the Government of Ontario. Boards no longer administer health, life and dental plans for their employees and instead are required to fund the ELHTs on a monthly basis based on a negotiated amount per full-time equivalency (FTE). Funding for the ELHTs is based on the existing benefits funding embedded within the Grants for Student Needs (GSN), including additional ministry funding in the form of a Crown contribution and Stabilization Adjustment.

Depending on prior arrangements, the Board continues to provide health, dental and life insurance benefits for retired individuals that were previously represented by the Non-Union employee group.

The Board has adopted the following policies with respect to accounting for these employee benefits:

- The costs of self-insured retirement and other employee future benefit plans are actuarially determined using management's best estimate of salary escalation, accumulated sick days at retirement, insurance, health care cost trends, disability recovery rates, long-term inflation rates and discount rates. The cost of retirement gratuities is actuarially determined using the employee's salary, banked sick days and years of service as at August 31, 2012 and management's best estimate of discount rates. Any actuarial gains and losses arising from changes to the discount rate are amortized over the expected average remaining service life of the employee group.

For self-insured retirement and other employee future benefits that vest or accumulated over the periods of service provided by employees, such as health care benefits for retirees, the cost is actuarially determined using the projected benefits method prorated on service. Under this method, the benefit costs are recognized over the expected average service life of the employee group.

For those self-insured benefit obligations that arise from specific events that occur from time to time, such as obligations for worker's compensation, long-term disability, and life insurance and health care benefits for those on disability leave, the cost is recognized immediately in the period the events occur. Any actuarial gains and losses that are related to these benefits are recognized immediately in the period they arise;

- The costs of multi-employer defined pension plan benefits, such as the Ontario Municipal Employees Retirement System pensions, are the employer's contributions due to the plan in the period;
- The costs of insured benefits are the employer's portion of insurance premiums owed for coverage of employees during the period.

Niagara Catholic District School Board

Notes to the Consolidated Financial Statements

August 31, 2020

1. Significant accounting policies (continued)

(i) Tangible capital assets

Tangible capital assets are recorded at historical cost less accumulated amortization. Historical cost includes amounts that are directly attributable to acquisition, construction, development or betterment of the asset, as well as interest related to financing during construction.

Leases which transfer substantially all the benefits and risks incidental to ownership of property are accounted for as leased tangible capital assets. All other leases are accounted for as operating leases and the related payments are charged to expenses as incurred.

Tangible capital assets, except land, are amortized on a straight-line basis over their estimated useful lives as follows:

<u>Asset Class</u>	<u>Estimated Useful Life in Years</u>
Land improvements with finite lives	15
Buildings and building improvements	40
Portable structures	20
Equipment	5-15
First-time equipping of schools	10
Furniture	10
Computer hardware	5
Computer software	5
Vehicles	5
Computers under capital lease	5
Leasehold improvements	5

Assets under construction and assets that relate to pre-acquisition and pre-construction costs are not amortized until the asset is available for productive use.

Land permanently removed from service and held for resale is recorded at the lower of cost and estimated net realizable value. Cost includes amounts for improvements to prepare the land for sale or servicing. Buildings permanently removed from service and held for resale cease to be amortized and are recorded at the lower of carrying value and estimated net realizable value. Tangible capital assets which meet the criteria for financial assets are reclassified as "assets held for sale" on the consolidated statement of financial position.

Works of art and cultural and historic assets are not recorded as assets in these consolidated financial statements.

Niagara Catholic District School Board

Notes to the Consolidated Financial Statements

August 31, 2020

1. Significant accounting policies (continued)

(j) School fundraising and other revenue

School fundraising and other revenue are reported as revenue in the period earned.

(k) Government transfers

Government transfers, which include legislative grants, are recognized in the consolidated financial statements in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met and reasonable estimates of the amount can be made. If government transfers contain stipulations, which give rise to a liability, they are deferred and recognized in revenue when the stipulations are met.

Government transfers for capital are deferred as required by Regulation 395/11, recorded as deferred capital contributions ("DCC") and recognized as revenue in the consolidated statement of operations at the same rate and over the same periods as the asset is amortized.

(l) Investment income

Investment income is reported as revenue in the period earned.

When required by the funding government or related Act, investment income earned on externally restricted funds such as pupil accommodation, education development charges and special education forms part of the respective deferred revenue balances.

(m) Budget figures

Budget figures have been provided for comparison purposes and have been derived from the budget approved by the Trustees. The budget approved by the Trustees is developed in accordance with the provincially mandated funding model for school boards and is used to manage program spending within the guidelines of the funding model.

(n) Use of estimates

The preparation of consolidated financial statements in conformity with the basis of accounting described in Note 1(a) requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the consolidated financial statements, and the reported amounts of revenues and expenses during the year. Accounts subject to significant estimates include retirement and other future employee benefits and the estimated useful lives of tangible capital assets. Actual results could differ from these estimates.

(o) Property tax revenue

Under Canadian Public Sector Accounting Standards, the entity that determines and sets the tax levy records the revenue in the financial statements, which in the case of the Board, is the Province of Ontario. As a result, property tax revenue received from the municipalities is recorded as part of Provincial Legislative Grants.

Niagara Catholic District School Board

Notes to the Consolidated Financial Statements

August 31, 2020

2. Investments

Investments are comprised as follows:

	<u>2020</u>		<u>2019</u>	
	<u>Cost</u>	<u>Market Value</u>	<u>Cost</u>	<u>Market Value</u>
2.41% Guaranteed investment certificate (matures September 2022)	\$ 2,500,000	\$ 2,500,000	\$ -	\$ -
2.71% Guaranteed investment certificate (matures November 2022)	5,000,000	5,000,000	5,000,000	5,000,000
Principal protected notes (matures December 2022)	5,000,000	5,125,000	5,000,000	4,905,500
Principal protected notes (matures March 2027)	<u>2,500,000</u>	<u>2,617,998</u>	-	-
Balance, end of year	<u>\$15,000,000</u>	<u>\$15,242,998</u>	<u>\$10,000,000</u>	<u>\$ 9,905,500</u>

3. Accounts receivable - Government of Ontario

The Government of Ontario (the "Province") replaced variable capital funding with a one-time debt support grant in 2009-10. The Board received a one-time grant that recognized capital debt as of August 31, 2010 that is supported by the existing capital programs. The Board receives this grant in cash over the remaining term of the existing capital debt instruments. The Board may also receive yearly capital grants to support capital programs which would be reflected in this account receivable.

The Board has an account receivable from the Province as at August 31, 2020 of \$ 54,780,372 (2019 - \$ 58,687,679) with respect to capital grants.

The Ministry of Education (the "Ministry") introduced a cash management strategy effective September 1, 2018. As part of the strategy, the Ministry delays part of the grant payment to school boards where the adjusted accumulated surplus and deferred revenue balances are in excess of certain criteria set out by the Ministry. The balance of delayed grant payments included in the receivable balance from the Province at August 31, 2020 is \$ 4,291,877 (2019 - \$ 4,268,441).

4. Accounts receivable

Due to the response to COVID-19, the Province of Ontario extended the deadlines for municipalities to pay Education Property Tax (EPT) amounts to the Board. This amount for the Board was \$ 11,053,718 (2019 - \$ Nil) and has been included in accounts receivable on the statement of financial position. This amount will be recovered fully by the Board in the following school year.

5. Assets held for sale

As of August 31, 2020, \$ 1,003,439 related to land and buildings were reclassified from tangible capital assets to assets held for sale.

Niagara Catholic District School Board

Notes to the Consolidated Financial Statements

August 31, 2020

6. Deferred revenue

Revenues received and that have been set aside for specific purposes by legislation, regulation or agreement are included in deferred revenue and reported on the consolidated statement of financial position.

Deferred revenue set aside for specific purposes by legislation, regulation or agreement as at August 31, 2020 is comprised of:

	Balance as at August 31, 2019	Externally restricted revenue and investment income	Revenue and adjustments recognized in the period	Transfers to deferred capital contributions	Balance as at August 31, 2020
Special education	\$ -	\$ 29,035,814	\$(28,280,104)	\$ -	\$ 755,710
SEA formula based funding	2,851,572	752,790	(516,507)	-	3,088,855
ABA training	-	62,197	(1,600)	-	60,597
Library staff	47,443	136,248	(122,048)	-	61,643
Student achievement	132,380	1,675,732	(1,078,897)	-	729,215
Indigenous education	87,452	217,007	(84,917)	-	219,542
Priorities and partnerships fund	309,975	2,253,467	(1,255,261)	(37,077)	1,271,104
Tuition	965,143	820,128	(1,282,585)	-	502,686
Miscellaneous	358,578	149,407	-	-	507,985
School renewal	3,073,651	3,737,673	(820,893)	(2,932,689)	3,057,742
Temporary accommodation	280,239	368,776	(460,814)	-	183,201
Retrofitting school spaces for child care	1,698,990	-	-	-	1,698,990
Energy efficient schools - operating	10,522	-	-	-	10,522
- capital	221,699	-	771	-	222,470
Proceeds of disposition	4,651,877	-	(18,428)	(329,148)	4,304,301
Assets held for sale	-	1,003,439	-	-	1,003,439
Education development charges	1,475,342	607,564	(765,555)	-	1,317,351
Total deferred revenue	\$ 16,164,863	\$ 40,815,242	\$(34,685,838)	\$ (3,298,914)	\$ 18,995,353

Niagara Catholic District School Board
Notes to the Consolidated Financial Statements
 August 31, 2020

7. Deferred capital contributions

Deferred capital contributions include grants and contributions received that are used for the acquisition of tangible capital assets in accordance with regulation 395/11 that have been expended by year end. The contributions are amortized into revenue over the life of the asset acquired.

	<u>2020</u>	<u>2019</u>
Balance, beginning of year	\$ 184,192,514	\$ 185,351,181
Additions to deferred capital contributions	11,861,246	12,291,100
Recognition of deferred revenue related to prior eligible capital expenses	-	-
Revenue recognized in the period	(12,145,443)	(13,449,767)
Transfer to financial assets	(1,003,439)	-
Balance, end of year	<u>\$ 182,904,878</u>	<u>\$ 184,192,514</u>

8. Retirement and other employee future benefits

Retirement and other employee future benefits liabilities and expense as of August 31, 2020 is comprised of:

	<u>2020</u>	<u>2019</u>
Retirement gratuities	\$ 3,407,794	\$ 3,653,034
Retirement health care benefits	455,392	269,284
WSIB – Schedule II future liability	2,408,833	2,457,539
Compensated absences	<u>155,624</u>	<u>155,920</u>
	<u>\$ 6,427,643</u>	<u>\$ 6,535,777</u>

(a) Actuarial assumptions

The accrued benefit obligations for employee future benefit plans as at August 31, 2020 are based on actuarial assumptions of future events determined for accounting purposes as at August 31, 2020. Actuarial probabilities were determined and based on updated average daily salary and banked sick days as at August 31, 2020. These valuations take into account the plan changes outlined below and the economic assumptions used in these valuations are the Board's best estimates of expected rates of:

	<u>2020</u>	<u>2019</u>
	%	%
Inflation		
WSIB	2.0	2.0
All other benefits	1.5	1.5
Discount rate		
WSIB	1.4	2.0
All other benefits	1.4	2.0
Wage and salary escalation	Nil	Nil
Health and dental care cost escalation		
WSIB	4.0	4.0
Health care for all other benefits	7.25	7.25
Dental care for all other benefits	4.5	4.5
		16

Niagara Catholic District School Board
Notes to the Consolidated Financial Statements
 August 31, 2020

8. Retirement and other employee future benefits (continued)

(b) Retirement benefits

Ontario Teacher's Pension Plan ("OTPP")

Teachers and related employee groups are eligible to be members of OTPP. Employer contributions for these employees are provided directly by the Province of Ontario. The pension costs and obligations related to this plan are a direct responsibility of the Province. Accordingly, no costs or liabilities related to this plan are included in the Board's consolidated financial statements.

Ontario Municipal Employees Retirement System ("OMERS")

All non-teaching employees of the Board are eligible to be members of OMERS, a multi-employer pension plan. The plan provides defined pension benefits to employees based on their length of service and rates of pay. The Board contributions equal the employee contributions to the plan. During the year ended August 31, 2020, the Board contributed \$ 3,558,854 (2019 - \$ 3,543,742) to the plan. As this is a multi-employer pension plan, these contributions are the Board's pension benefit expenses. No pension liability for this type of plan is included in the Board's consolidated financial statements.

Retirement gratuities

The Board provides retirement gratuities to certain groups of employees hired prior to specified dates. The Board provides these benefits through an unfunded defined benefit plan. The benefit costs and liabilities related to this plan are included in the Board's consolidated financial statements. The amount of the gratuities payable to eligible employees at retirement is based on their salary, accumulated sick days, and years of service at August 31, 2012.

As at August 31, 2020, an unamortized actuarial loss of \$ 286,241 (2019 - \$ 273,135) exists. This amount is being amortized over the expected average remaining service lives of several employee groups. The actual obligation is \$ 3,694,035 (2019 - \$ 3,926,169).

	<u>2020</u>	<u>2019</u>
Employee benefit plan assets	\$ -	\$ -
Employee benefit plan liabilities	<u>3,407,794</u>	<u>3,653,034</u>
Deficit	<u>\$ 3,407,794</u>	<u>\$ 3,653,034</u>
Accrued benefit obligation, beginning of year	\$ 3,653,034	\$ 3,914,130
Benefit cost and interest	74,677	113,575
Amortized loss	64,723	45,744
Benefits paid during the year	<u>(384,640)</u>	<u>(420,415)</u>
Accrued benefit obligation, end of year	<u>\$ 3,407,794</u>	<u>\$ 3,653,034</u>

Niagara Catholic District School Board

Notes to the Consolidated Financial Statements

August 31, 2020

8. Retirement and other employee future benefits (continued)

Retirement health care benefits

The Board provides dental and health care to certain employee groups after retirement until the members reach 65 years of age, with one exception to age 75. As part of ratified labour collective agreements for unionized employees that bargain centrally and ratified central discussions with the principals and vice-principals associations, ELHTs were established in 2016-18 for all employee groups. Retirees belonging to the principal, vice-principal and non-union employee groups have transitioned to the ELHT. After retirees transition to the ELHT, the Board continued to be responsible for its share of cost of benefits based on the cost sharing agreement prior to the transition to the ELHT.

	<u>2020</u>	<u>2019</u>
Employee benefit plan assets	\$ -	\$ -
Employee benefit plan liabilities	<u>455,392</u>	<u>269,284</u>
Deficit	<u>\$ 455,392</u>	<u>\$ 269,284</u>
Accrued benefit obligation, beginning of year	\$ 269,284	\$ 218,975
Benefit cost and interest	109,211	115,049
Amortized loss/(gain)	116,442	(31,695)
Benefits paid during the year	<u>(39,545)</u>	<u>(33,045)</u>
Accrued benefit obligation, end of year	<u>\$ 455,392</u>	<u>\$ 269,284</u>

Workplace Safety and Insurance Board obligations

The Board is a Schedule II employer under the Workplace Safety and Insurance Act ("WSIB") and, as such, assumes responsibility for the payment of all claims to its injured workers under the Act. The Board does not fund these obligations in advance of payments made under the Act. The benefit costs and liabilities related to this plan are included in the Board's consolidated financial statements. School boards are required to provide salary top-up to a maximum of 4 ½ years for employees receiving payments from the Workplace Safety and Insurance Board, where the collective agreement negotiated prior to 2012 included such a provision.

	<u>2020</u>	<u>2019</u>
Employee benefit plan assets	\$ -	\$ -
Employee benefit plan liabilities	<u>2,408,833</u>	<u>2,457,539</u>
Deficit	<u>\$ 2,408,833</u>	<u>\$ 2,457,539</u>
Accrued benefit obligation, beginning of year	\$ 2,457,539	\$ 2,893,830
Benefit cost and interest	557,638	69,287
Benefits paid during the year	<u>(606,344)</u>	<u>(505,578)</u>
Accrued benefit obligation, end of year	<u>\$ 2,408,833</u>	<u>\$ 2,457,539</u>

Niagara Catholic District School Board
Notes to the Consolidated Financial Statements
August 31, 2020

8. Retirement and other employee future benefits (continued)

Compensated absences

A maximum of eleven unused sick leave days from the current year may be carried forward into the following year only, to be used to top-up salary for illnesses paid through the short-term leave and disability plan in that year. The benefit costs expensed in the financial statements relating to this are \$ 155,624 (2019 - \$ 155,920).

For accounting purposes, the valuation of the accrued benefit obligation for the sick leave top-up is based on actuarial assumptions about future events determined as at August 31, 2020 and is based on the average daily salary, and banked sick days of employees as at August 31, 2020.

	<u>2020</u>	<u>2019</u>
Employee benefit plan assets	\$ -	\$ -
Employee benefit plan liabilities	<u>155,624</u>	<u>155,920</u>
Deficit	<u>\$ 155,624</u>	<u>\$ 155,920</u>
Accrued benefit obligation, beginning of year	\$ 155,920	\$ 152,723
Benefit cost and interest	155,624	155,920
Amortized (gain)/loss	(58,893)	11,965
Benefits paid during the year	<u>(97,027)</u>	<u>(164,688)</u>
Accrued benefit obligation, end of year	<u>\$ 155,624</u>	<u>\$ 155,920</u>

DRAFT

Niagara Catholic District School Board
Notes to the Consolidated Financial Statements
 August 31, 2020

9. Net long-term debt and capital leases

Debenture debt, capital loans and obligation under capital leases reported on the consolidated statement of financial position is comprised of the following:

	<u>2020</u>	<u>2019</u>
Unmatured debenture debt	\$ 55,606,681	\$ 60,040,024
Obligations under capital leases	-	17,363
	<u>\$ 55,606,681</u>	<u>\$ 60,057,387</u>

The net long-term debt outstanding bears interest at annual rates ranging from 2.425% to 6.55% maturing between 2021 and 2036. Principal and interest payments relating to net debenture debt and capital loans of \$ 55,606,681 outstanding as at August 31, 2020 are due as follows:

	<u>Principal</u>	<u>Interest Payments</u>	<u>Total</u>
2021	\$ 4,671,418	\$ 2,822,451	\$ 7,493,869
2022	4,786,423	2,571,066	7,357,489
2023	4,910,535	2,310,574	7,221,109
2024	5,184,132	2,036,978	7,221,110
2025	5,473,324	1,979,269	7,452,593
Thereafter	30,580,849	5,716,772	36,297,621
Total	<u>\$ 55,606,681</u>	<u>\$ 17,437,110</u>	<u>\$ 73,043,791</u>

10. Credit facilities

The Board has two credit facilities available for use at any time.

Credit facility #1 is a revolving demand operating credit available in the amount of \$ 12,000,000 for use for current expenditures only and bears interest at prime less 0.5%.

Credit facility #2 is a revolving demand instalment loan in the amount of \$ 500,000 to finance capital expenditures which would bear interest at prime.

Further, the Board has a \$ 230,000 Corporate VISA and \$ 900,000 VISA purchase card credit facility available.

As at August 31, 2020, \$ 839,341 has been drawn upon by way of letters of credit as per Note 17 against credit facility #1 and no balance against credit facility #2. Security is by way of executed by-laws in compliance with applicable legislative requirements.

Niagara Catholic District School Board
Notes to the Consolidated Financial Statements
August 31, 2020

11. Debt charges and capital loans and leases interest

The expenditure for debt charges and capital loan interest includes principal, sinking fund contributions and interest payments as follows:

	<u>2020</u>	<u>2019</u>
Principal payments on long-term liabilities	\$ 4,450,706	\$ 4,207,884
Interest payments on long-term liabilities	<u>2,987,137</u>	<u>3,211,604</u>
	<u>\$ 7,437,843</u>	<u>\$ 7,419,488</u>

The expenditure for capital leases is allocated to the related expenditure category. The total principal, sinking fund contributions and interest payments for capital leases are as follows:

	<u>2020</u>	<u>2019</u>
Principal payments on capital leases	\$ 17,363	\$ 16,574
Interest payments on capital leases	<u>429</u>	<u>1,197</u>
	<u>\$ 17,792</u>	<u>\$ 17,771</u>

12. Liability for contaminated sites

The Board reports environmental liabilities related to the management and remediation of any contaminated sites where the Board is obligated or likely obligated to incur such costs. Currently no such contaminated sites have been identified and therefore no liability has been recorded.

The Board's ongoing efforts to assess contaminated sites may result in future environmental remediation liabilities related to newly identified sites, or changes in the assessments or intended use of existing sites. Any changes to the Board's liabilities for contaminated sites will be accrued in the year in which they are assessed as likely and reasonably estimable.

Niagara Catholic District School Board

Notes to the Consolidated Financial Statements

August 31, 2020

13. Accumulated surplus	<u>2020</u>	<u>2019</u>
Accumulated surplus consists of the following:		
Available for compliance	\$ 10,625,481	\$ 8,120,654
Available for compliance – internally appropriated	5,632,274	5,973,755
Unavailable for compliance		
Interest accrued	(899,298)	(972,677)
School activities fund	2,708,367	2,537,239
Revenues recognized for land purchases	9,519,725	8,903,690
Total unavailable for compliance	<u>11,328,794</u>	<u>10,468,252</u>
Total accumulated surplus	<u>\$ 27,586,549</u>	<u>\$ 24,562,661</u>

14. Trust funds

Trust funds administered by the Board, which have not been included on the consolidated statement of financial position nor have their operations been included on the consolidated statement of operations and accumulated surplus, are comprised of the following:

	<u>2020</u>	<u>2019</u>
Larkin Award Fund	\$ 26,485	\$ 23,681
Kristen French Scholarship Fund	117,672	118,380
Marion Oakley Fund	6,007	5,913
Nicole Longe Memorial Fund	6,320	6,416
James and Anna McGarrey	8,401	8,369
Teachers Finance Leave Plan	822,589	1,127,931
Michael and Isabelle Moran	49,102	49,322
Hugo and Corrinne Massotti	54,895	54,527
Total trust funds	<u>\$ 1,091,471</u>	<u>\$ 1,394,539</u>

Niagara Catholic District School Board

Notes to the Consolidated Financial Statements

August 31, 2020

15. Expenses by object

The following is a summary of the expenses reported on the consolidated statement of operations by object:

	<u>2020</u> Budget	<u>2020</u> Actual	<u>2019</u> Actual
Salary and wages	\$ 182,483,543	\$ 180,218,176	\$ 181,717,491
Employee benefits	29,565,987	28,982,885	28,215,014
Staff development	454,400	247,418	249,208
Supplies and services	17,174,465	14,672,894	17,580,575
Interest charges	3,217,560	2,987,137	3,212,801
Rental expenses	788,520	621,332	669,056
Fees and contract services	13,205,571	12,253,565	13,115,703
Amortization of tangible capital assets	16,103,700	12,512,393	14,008,740
Other	722,517	770,805	723,450
School funded activities	<u>7,410,200</u>	<u>4,459,878</u>	<u>7,412,176</u>
Total expenses	<u>\$ 271,126,463</u>	<u>\$ 257,726,483</u>	<u>\$ 266,904,214</u>

16. Ontario School Board Insurance Exchange

The Board is a member of the Ontario School Board Insurance Exchange ("OSBIE"), a reciprocal insurance company licensed under the Insurance Act. OSBIE insures general public liability, property damage and certain other risks. Liability insurance is available to a maximum of \$ 24,000,000 per occurrence.

The ultimate premiums over a five-year period are based on the reciprocals and the Board's actual claims experience. Periodically, the Board may receive a refund or be asked to pay an additional premium based on its pro rata share of claims experience. The current five-year term expires December 31, 2021.

17. Contractual obligations and contingent liabilities

Contingent liabilities

The Board has certain legal claims outstanding. It is management's assertion that adequate defenses and insurance coverages are in for the settlement of these claims, if necessary.

Letters of credit

The Board has authorized letters of credit in favour of the City of St. Catharines in the amount of \$ 216,972, the City of Niagara Falls in the amount of \$ 246,313, the City of Port Colborne in the amount of \$ 51,591, the Town of Fort Erie in the amount of \$ 65,610, the City of Thorold in the amount of \$ 139,648 and the Town of Grimsby in the amount of \$ 119,207. All of these letters of credit relate to site plan deposits. These letters of credit are covered under the security as described under credit facilities in Note 10.

Niagara Catholic District School Board

Notes to the Consolidated Financial Statements

August 31, 2020

18. Commitments

Capital expenditures

The Board is committed to spending approximately \$ 10,000,000 on capital projects in the following year.

Lease obligations

The Board is committed to make the following minimum future lease payments under several operating leases over the next five years:

2021	\$ 526,479
2022	377,751
2023	263,656
2024	203,095
2025	133,320

19. Transportation consortium

On March 6, 2007, the Board entered into an agreement with the District School Board of Niagara ("DSBN") in order to provide common administration of student transportation in the Region of Niagara. On March 9, 2007, Niagara Student Transportation Services ("NSTS") was incorporated under the Corporations Act of Ontario. This agreement was executed in an effort to increase delivery efficiency and cost effectiveness of student transportation for each of the Boards. Each Board participates in the shared costs associated with this service for the transportation of their respective students through NSTS. No Board is in a position to exercise unilateral control.

NSTS is proportionately consolidated in the Board's consolidated financial statements whereby the Board's pro-rata share of assets, liabilities, revenues and expenses of the consortium are included in the Board's consolidated financial statements. Inter-organizational transactions and balances have been eliminated.

The following provides condensed financial information:

	<u>2020</u> <u>Total</u>	<u>2020</u> <u>Board</u> <u>Portion</u>	<u>2019</u> <u>Total</u>	<u>2019</u> <u>Board</u> <u>Portion</u>
Transportation services	\$ 27,727,694	\$ 9,422,787	\$ 28,474,903	\$ 9,856,270
Administrative expenses	1,247,912	434,010	1,192,229	423,624
Grant expenditures	56,323	-	13,784	-
Amortization	2,044	-	4,086	-
	<u>\$ 29,033,973</u>	<u>\$ 9,856,797</u>	<u>\$ 29,685,002</u>	<u>\$ 10,279,894</u>

Niagara Catholic District School Board

Notes to the Consolidated Financial Statements

August 31, 2020

20. Related party transactions

Related party transactions during the year not separately disclosed in the consolidated financial statements include the following:

An amount of \$ 4,831 (2019 - \$ 20,289) has been received from the Niagara Foundation for Catholic Education and recorded net of related expenditures.

21. COVID-19

As of March 11, 2020, the World Health Organization declared a global pandemic (the "pandemic") as a result of the spread of COVID-19. Since that time, the spread of COVID-19 has severely impacted many local economies around the globe. In many countries, including Canada, businesses are being forced to cease or limit operations for long or indefinite periods of time. Measures taken to contain the spread of the virus, including travel bans, quarantines, social distancing, and closures of non-essential services have triggered significant disruptions to businesses worldwide, resulting in an economic slowdown. Global stock markets have also experienced great volatility and a significant weakening. Governments and central banks have responded with monetary and fiscal interventions to stabilize economic conditions.

The duration and impact of the COVID-19 pandemic, as well as the effectiveness of Government and central bank responses, remains unclear at this time. It is not possible to reliably estimate the duration and severity of these consequences, as well as their impact on the financial position and results of the Board for future periods.

DRAFT

Niagara Catholic District School Board Schedule of Tangible Capital Assets

August 31, 2020

	Cost			Accumulated Amortization			Net Book Value	
	Beginning of Year	Additions	Disposals/ Transfer to Financial Asset	End of Year	Beginning of Year	Amortization	Disposals/ Transfer to Financial Asset	End of Year
Land	\$ 8,889,725	-	-	\$ 8,889,725	-	-	-	\$ 8,889,725
Land improvements	17,198,252	3,609,093	(138,928)	20,668,417	5,377,550	1,283,386	(138,928)	14,146,409
Buildings	310,019,617	6,962,681	(2,319,891)	314,662,407	136,422,807	10,196,133	(1,316,452)	170,359,919
Portable structures	77,000	-	(77,000)	-	77,000	-	(77,000)	-
Equipment	269,854	89,150	(54,875)	304,129	155,967	57,398	(54,875)	145,639
First-time equipping	1,909,576	-	(20,722)	1,888,854	1,000,786	189,922	(20,722)	718,888
Furniture	95,532	-	-	95,532	52,644	9,553	-	33,335
Computer hardware	2,190,948	1,049,126	(190,157)	3,049,917	1,029,708	524,087	(190,157)	1,686,279
Computer software	515,508	-	(29,454)	486,054	208,986	100,156	(29,454)	206,366
Vehicles	392,626	114,119	(37,843)	468,902	170,166	86,153	(37,843)	250,426
Computers under capital lease	174,385	-	-	174,385	141,073	25,375	-	7,937
Leasehold improvements	182,611	37,077	-	219,688	51,807	40,230	-	127,651
Construction in progress	177,412	-	-	177,412	-	-	-	177,412
Pre-acquisition costs	-	630,000	-	630,000	-	-	-	630,000
	\$342,093,046	\$ 12,491,246	\$ (2,868,870)	\$351,715,422	\$ 143,688,494	\$ 12,512,393	\$ (1,865,431)	\$ 197,379,966

Niagara Catholic District School Board Schedule of Tangible Capital Assets

August 31, 2019

	Beginning of Year			Cost			Accumulated Amortization			Net Book Value	
	Beginning of Year	Additions	Disposals	End of Year	Beginning of Year	Amortization	Disposals	End of Year	End of Year	End of Year	
Land	\$ 8,889,725	\$ -	\$ -	\$ 8,889,725	\$ -	\$ -	\$ -	\$ -	\$ 8,889,725		
Land improvements	14,617,589	2,580,663	-	17,198,252	4,304,038	1,076,512	-	5,377,550	11,820,702		
Buildings	301,041,709	8,977,908	-	310,019,617	123,393,667	12,029,140	-	135,422,807	174,596,810		
Portable structures	1,922,600	-	1,845,600	77,000	1,920,634	1,966	1,845,600	77,000	-		
Equipment	287,041	7,146	24,333	269,854	124,610	55,690	24,333	155,967	113,887		
First-time equipping	1,869,860	40,866	1,150	1,909,576	812,964	188,972	1,150	1,000,786	908,790		
Furniture	95,532	-	-	95,532	43,091	9,553	-	52,644	42,888		
Computer hardware	1,950,701	454,928	214,681	2,190,948	830,224	414,165	214,681	1,029,708	1,161,240		
Computer software	455,024	60,494	-	515,508	111,933	97,053	-	208,986	306,522		
Vehicles	349,047	70,359	26,780	392,626	122,779	74,167	26,780	170,166	222,460		
Computers under capital lease	174,385	-	-	174,385	106,196	34,877	-	141,073	33,312		
Leasehold improvements	83,865	98,746	-	182,611	25,159	26,648	-	51,807	130,804		
Construction in progress	177,412	-	-	177,412	-	-	-	-	177,412		
	\$ 3,314,490	\$ 12,291,100	\$ 2,112,544	\$ 342,093,046	\$ 131,792,295	\$ 14,008,743	\$ 2,112,544	\$ 143,688,494	\$ 198,404,552		

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
DECEMBER 15, 2020**

PUBLIC SESSION

TITLE: REVISED ESTIMATE FOR THE YEAR 2020-2021

RECOMMENDATION

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: Committee of the Whole

Date: December 15, 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

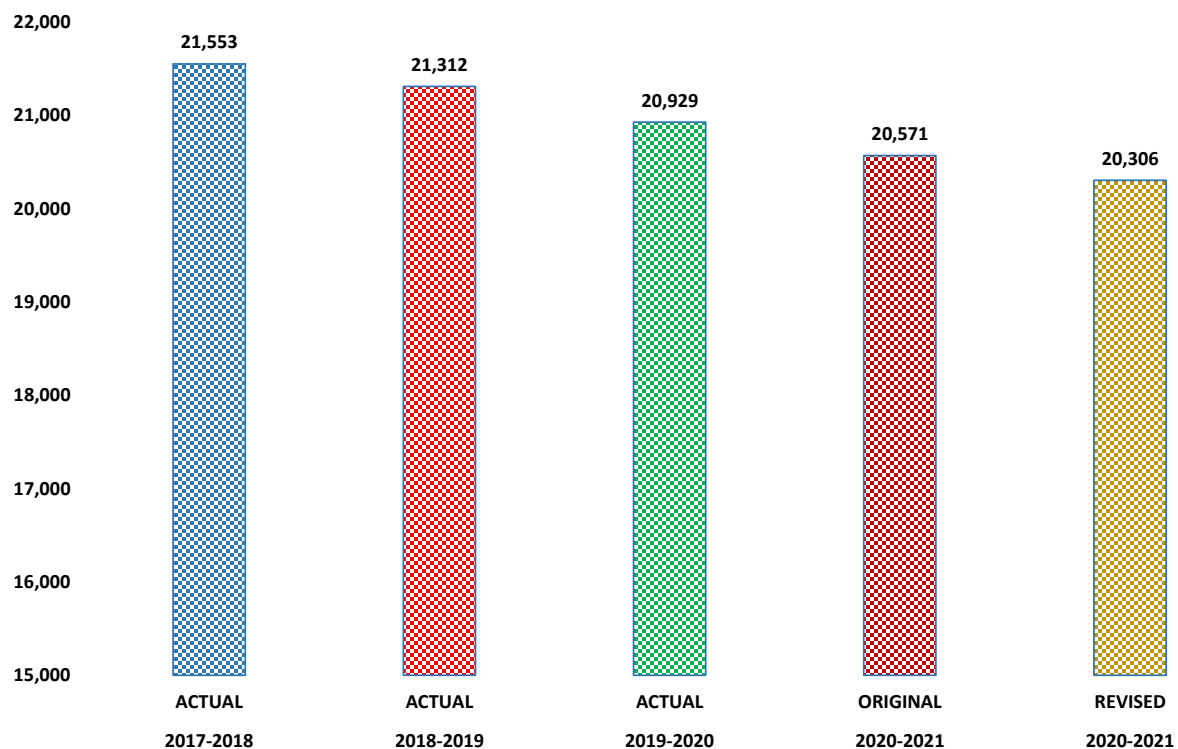
Date: December 1, 2020

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
ENROLMENT PROJECTIONS**

AVERAGE DAILY ENROLMENT

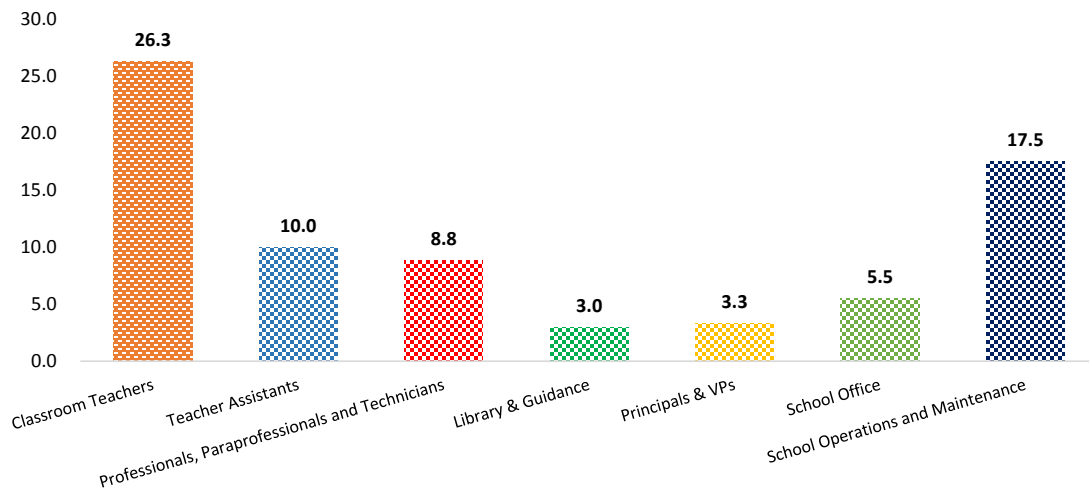
	2017-2018	2018-2019	2019-2020	2020-2021	2020-2021	ORIGINAL VS REVISED
	ACTUAL	ACTUAL	ACTUAL	ORIGINAL	REVISED	
JK - SK	2,597	2,610	2,612	2,416	2434	18
Grade 1 - Grade 3	4,276	4,215	4,188	4,172	4091	(81)
Grade 4 - Grade 8	7,609	7,547	7,412	7,463	7397	(66)
Total Elementary Day School	14,482	14,372	14,212	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



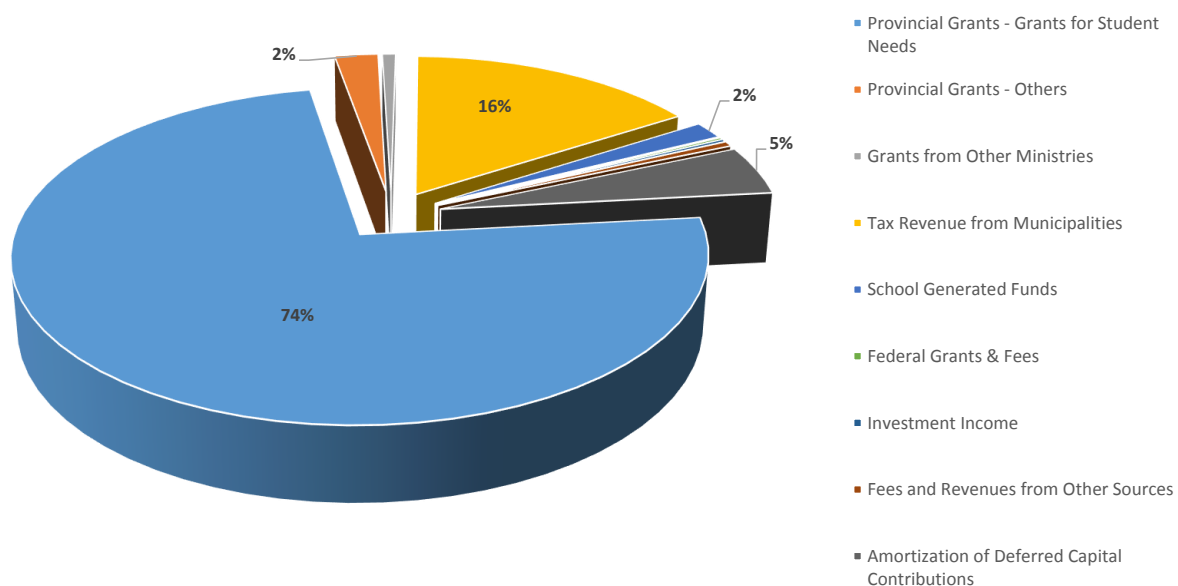
GRANTS FOR STUDENT NEEDS

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

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
DECEMBER 15, 2020**

PUBLIC SESSION

TITLE: DIRECTOR OF EDUCATION'S ANNUAL REPORT 2020

The Director of Education's Annual Report 2020 is presented for information.

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

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

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

Date: December 15, 2020



REPORT TO THE BOARD DECEMBER 15, 2020

DIRECTOR'S ANNUAL REPORT 2020

BACKGROUND INFORMATION

In compliance with the Education Act, Section 283(3), the Chief Executive Officer of a Board is required to submit to the Board an Annual Report highlighting the action taken during the preceding 12 months. A copy of the annual report must be submitted yearly to the Minister of Education before January 31, 2021.

Niagara Catholic's 2020 Director's Annual Report fully complies with all information required by the Minister of Education.

The Ministry of Education expects that copies of the Director's Annual Report will be posted online for all stakeholders to easily access. The 2020 Director's Annual Report is available as an online, interactive book, and will also be linked to the Ministry of Education's website.

As we utilize our website to its fullest capacity, the 2020 Director's Annual Report will available on the Board website as of Tuesday, December 15, 2020. A link to the Director's Annual Report section of the website will be provided to the following groups, individuals, and institutions, in addition to our Board of Trustees:

- Bishop Bergie and all Parish Priests in the Diocese of St. Catharines
- Principals, Vice-Principals and Administrators
- Niagara Catholic Alliance Committee
- Niagara Catholic Parent Involvement Committee
- Special Education Advisory Committee
- Catholic School Council Chairs
- CUPE, OECTA Elementary and Secondary
- Local Members of Parliament (MP), Members of Provincial Parliament (MPP) and Mayors
- All Catholic School Boards in Ontario
- Institute for Catholic Education, OCSTA, CCSTA
- Other educational institutions
- Municipal libraries - Niagara Region

The Director's Annual Report 2020 is presented for information.

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

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

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

Date: December 15, 2020

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
DECEMBER 15, 2020**

PUBLIC SESSION

**TITLE: TRUSTEE HONORARIUM FOR THE YEAR FROM
DECEMBER 1, 2020 TO NOVEMBER 30, 2021**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Trustee Honorarium for the year period from December 1, 2020 to November 30, 2021, as noted in Appendix A, as follows:

\$16,458 for the Chairperson of the Board
\$13,441 for the Vice-Chairperson of the Board
\$10,424 for the Other Trustees

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

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

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

Date: December 15, 2020



REPORT TO THE BOARD DECEMBER 15, 2020

TRUSTEE HONORARIUM FOR THE YEAR FROM DECEMBER 1, 2020 TO NOVEMBER 30, 2021

BACKGROUND INFORMATION

Ontario Regulation 357/06 sets out the method for calculating the limits on honoraria paid to Trustees under Section 191 of the Education Act. The regulation states that the honorarium shall consist of the following four components:

- 1) The base amount for the year
- 2) The enrolment amount for the year
- 3) The attendance amounts payable to the member for the year.
- 4) The distance amounts payable to the member for the year.

The year of a member's term of office begins on December 1st and ends on the following November 30th.

In accordance with the provisions of Ontario Regulation 357, the honorarium will be adjusted each year to take into consideration the changes in enrolment from the previous year.

Compensation adjustments are being suspended until the new government can conduct a review and put in place an appropriate expenditure management strategy. As a result, the ministry will not be increasing the base amount for the school board trustees' honorarium as announced in the 2018-2019 GSN memo (2018: B06).

The amendments to O. Reg. 357/06, Honoraria for Board members under the Education Act, implement the updates to trustee honoraria communicated through the August 24, 2018, B-memo for the term of office beginning on December 1, 2018. The regulation has been amended to maintain the honoraria base amount limit of \$5,900 for district school boards trustees, the rate in place since 2006.

In accordance with Board Policy #100.11, we have now calculated the Trustee Honorarium for the year period from December 1, 2020 to November 30, 2021, as noted in Appendix A.

Please note that the new honorarium for all Trustees will be as follows:

- \$16,458 for the Chairperson of the Board
- \$13,441 for the Vice-Chairperson of the Board
- \$10,424 for the Other Trustees

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Trustee Honorarium for the year period from December 1, 2020 to November 30, 2021, as noted in Appendix A, as follows:

\$16,458 for the Chairperson of the Board

\$13,441 for the Vice-Chairperson of the Board

\$10,424 for the Other Trustees

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

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

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

Date: December 15, 2020

HONORARIUM PAYABLE TO BOARD TRUSTEES	DECEMBER 1, 2020 TO NOVEMBER 30, 2021		
	Annual Base Amount	Annual Enrolment Amount	Annual Total Honorarium
MAXIMUM BASE AMOUNT	\$5,900		
Increase in CPI	0.0%		
Maximum Base Amount for the year	\$5,900		
Enrolment ADE - 2019-2020		20,680	
Enrolment Factor		\$1.75	
Enrolment Amount		\$36,190	
Number of Members		8	
MAXIMUM ENROLMENT AMOUNT*		\$4,524	
MAXIMUM AMOUNT FOR MEMEBERS	\$5,900	\$4,524	\$10,424

*Maximum Enrolment Amount = Enrolment Amount / Number of Members

HONORARIUM PAYABLE TO BOARD CHAIR	DECEMBER 1, 2020 TO NOVEMBER 30, 2021		
	Annual Base Amount	Annual Enrolment Amount	Annual Total Honorarium
MAXIMUM BASE AMOUNT	\$5,900		
Increase in Core Consumer Price Index	0.0%		
Maximum Base Amount for the year	\$5,900	\$4,524	
ADDITIONAL BASE AMOUNT FOR CHAIR	\$5,000		
Enrolment ADE		20,680	
Enrolment Factor		\$0.05	
Enrolment Amount (A)		\$1,034	
Minimum Amount (A < \$500)		\$500	
Maximum Amount (A > \$500)		\$5,000	
ADDITIONAL ENROLMENT AMOUNT		\$1,034	
MAXIMUM AMOUNT FOR MEMEBERS	\$10,900	\$5,558	\$16,458

HONORARIUM PAYABLE TO BOARD VICE CHAIR	DECEMBER 1, 2020 TO NOVEMBER 30, 2021		
	Annual Base Amount	Annual Enrolment Amount	Annual Total Honorarium
MAXIMUM BASE AMOUNT	\$5,900		
Increase in CPI	0.0%		
Maximum Base Amount for the year	\$5,900	\$4,524	
MAXIMUM BASE FOR VICE-CHAIR	\$2,500		
Enrolment ADE		20,680	
Enrolment Factor		\$0.025	
Enrolment Amount (A)		\$517	
Minimum Amount (A < \$250)		\$250	
Maximum Amount (A > \$2,500)		\$2,500	
ADDITIONAL ENROLMENT AMOUNT		\$517	
MAXIMUM AMOUNT FOR MEMEBERS	\$8,400	\$5,041	\$13,441

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
DECEMBER 15, 2020**

PUBLIC SESSION

**TITLE: TRUSTEE EXPENSES AND REIMBURSEMENT FOR THE
FISCAL YEAR 2019-2020**

The Trustee Expenses and Reimbursement for the Fiscal Year 2019-2020 report is presented for information.

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

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

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

Date: December 15, 2020



REPORT TO THE BOARD MEETING DECEMBER 15, 2020

TRUSTEE EXPENSES AND REIMBURSEMENT FOR THE FISCAL YEAR 2019-2020

BACKGROUND INFORMATION

As elected officials, school trustees are guardians of the public trust. The establishment of a distinct trustee expense policy by school boards to promote financial integrity, accountability and transparency improves public confidence in Ontario's public education system.

It is the responsibility of individual Trustees to submit reasonably related specific expenses incurred in the role and responsibility of Catholic Trustees ensuring that all expenses claimed by Trustees are associated with the responsibilities of a Board member in compliance with the Education Act, Regulations and Board Policy.

Pursuant to the Education Act, Boards may establish a policy in order to reimburse trustees for all or part of his or her out of pocket expenses reasonably incurred in connection with carrying out the responsibilities of a board member.

In accordance with Niagara Catholic's Board Policy #100.13 Trustee expenses and reimbursement (Appendix A), it is required that all Trustee expenses for the previous year will be posted annually on the Board website and reported publicly to the Board before December 31 of the current year. Expenses are reported under the following categories:

- a. Office equipment
- b. Office supplies
- c. Conference and workshops
- d. Travel for Board sanctioned business
- e. Miscellaneous - Other costs

As required by the Education Act, the Boarder Public Sector Expenses Directive and Board Policy, all Expense Reports for each Trustee will remain on the Board website for one year after the expiry of the term of office.

Attached to the report is **Appendix A**, which provides the Trustee expenses for the previous fiscal year 2019-2020.

The Trustee Expenses and Reimbursement for the Fiscal Year 2019-2020 report is presented for information.

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

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

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

Date: December 15, 2020

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
TRUSTEE EXPENDITURES & REIMBURSEMENT SUMMARY
SEPTEMBER 1, 2019 - AUGUST 31, 2020**

APPENDIX A

2019-2020 Trustee Expenditures & Reimbursement								
Trustees	Position	Acct #	Office Equipment	Office Supplies/Phone Charges	Conference & Workshop	Travel (ie. Mileage)	Misc. Other Expenses	Total Expenses
Burkholder, Rhianon	Trustee	1017			760.61	140.74		901.35
Burnik, Kathy	Trustee	1011			760.61			760.61
Fera, Frank	Chair - Trustee	1015		20.93	1,011.42			1,032.35
Huibers, Larry	Trustee	1012			734.81	107.33		842.14
Moody, Daniel	Trustee	1016						0.00
Prince, Leanne	Trustee	1010			668.67			668.67
Sicoli, Dino	Vice-Chair	1014			791.35	136.70		928.05
Turner, Paul	Trustee	1013						0.00
Total - Trustees			\$0.00	\$20.93	\$4,727.47	\$384.77	\$0.00	\$5,133.17

2019-2020 Student Trustee Expenditures & Reimbursement								
Trustees		Acct#	Office Equipment	Office Supplies/Phone Charges	Conference Workshop	Travel (ie. Mileage)	Misc. Other Expenses	Total
Jade Bilodeau	Student Trustee (A)	1020			3,253.52	121.50		3,375.02
Luca DiPietro	Student Trustee (B)	1021			2,390.26			2,390.26
Total - Trustees			\$0.00	\$0.00	\$5,643.78	\$121.50	\$0.00	\$5,765.28

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
DECEMBER 15, 2020**

PUBLIC SESSION

**TITLE: BY-LAWS OF THE NIAGARA CATHOLIC PARENT
INVOLVEMENT COMMITTEE**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the By-Laws of the Niagara Catholic Parent Involvement Committee as presented.

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

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

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

Date: December 15, 2020



REPORT TO THE BOARD DECEMBER 15, 2020

BY-LAWS OF THE NIAGARA CATHOLIC PARENT INVOLVEMENT COMMITTEE

BACKGROUND INFORMATION

The By-Laws of the Niagara Catholic Parent Involvement Committee are in accordance with the *Education Act*, Regulations (Ontario Regulations 330/10 School Councils and Parent Involvement Committees), the Niagara Catholic District School Board, and the Niagara Catholic Parent Involvement Committee Governance Policy (800.7) and Administrative Operational Procedures. The By-Laws of the Niagara Catholic Parent Involvement Committee (NCPIC) shall be approved by the Niagara Catholic District School Board and will be subject to periodic review.

The By-Laws of the Niagara Catholic Parent Involvement Committee govern the conduct of the committee's affairs by:

- specifying the number of parent members to be appointed or elected to the committee, governing the process of appointment or election of parent members and governing the filling of vacancies in parent membership,
- specifying the number of community representatives, up to three, to be appointed to the committee, governing the process of appointment of community representatives and governing the filling of vacancies in community representative membership,
- governing the election of members of the committee to the offices of the Chair and/or the two Co-Chairs, and any offices provided for in the By-Laws, and governing the filling of vacancies in the offices of the committee,
- specifying the number of parent members of the Niagara Catholic Parent Involvement Committee that will hold office for a one year term and the number of parent members that will hold office for a two year term,
- specifying the length of the term of office for the community representative member(s),
- establishing rules respecting conflicts of interest of the members of the Niagara Catholic Parent Involvement Committee, and
- establishing a process for resolving conflicts internal to the committee, consistent with the Niagara Catholic Complaint Resolution Policy (800.3).

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the By-Laws of the Niagara Catholic Parent Involvement Committee as presented.

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

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

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

Date: December 15, 2020



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.



Niagara Catholic Parent Involvement Committee (NCPIC)

BY-LAWS

Revised November 2020

Niagara Catholic Parent Involvement Committee (NCPIC)

TERMS OF REFERENCE

In keeping with the Mission, Vision and Values of the Niagara Catholic District School Board, the Board recognizes the Niagara Catholic Parent Involvement Committee (NCPIC), as a regional body of representative stakeholders that supports Catholic education by providing a communication link to parents/guardians, Catholic School Councils, the Diocese, the Director of Education, and the Board.

The Niagara Catholic Parent Involvement Committee promotes, encourages, and supports parent engagement at the Board and school levels, to build strong Catholic identity and community, nurture the distinctiveness of Catholic education, and advance student achievement and well-being of all students in the Niagara Catholic District School Board.

Niagara Catholic Parent Involvement Committee (NCPIC)

BY-LAWS

The By-Laws of the Niagara Catholic Parent Involvement Committee are in accordance with the *Education Act*, Regulations (Ontario Regulations 330/10 School Councils and Parent Involvement Committees), the Niagara Catholic District School Board, and the Niagara Catholic Parent Involvement Committee Governance Policy (800.7) and Administrative Operational Procedures. The By-Laws of the Niagara Catholic Parent Involvement Committee (NCPIC) shall be approved by the Niagara Catholic District School Board and will be subject to periodic review.

The By-Laws of the Niagara Catholic Parent Involvement Committee govern the conduct of the committee's affairs by:

- specifying the number of parent members to be appointed or elected to the committee, governing the process of appointment or election of parent members and governing the filling of vacancies in parent membership,
- specifying the number of community representatives, up to three, to be appointed to the committee, governing the process of appointment of community representatives and governing the filling of vacancies in community representative membership,
- governing the election of members of the committee to the offices of the Chair and/or the two Co-Chairs, and any offices provided for in the By-Laws, and governing the filling of vacancies in the offices of the committee,
- specifying the number of parent members of the Niagara Catholic Parent Involvement Committee that will hold office for a one year term and the number of parent members that will hold office for a two year term,
- specifying the length of the term of office for the community representative member(s),
- establishing rules respecting conflicts of interest of the members of the Niagara Catholic Parent Involvement Committee, and
- establishing a process for resolving conflicts internal to the committee, consistent with the Niagara Catholic Complaint Resolution Policy (800.3).

PURPOSE

The purpose of the Niagara Catholic Parent Involvement Committee (NCPIC) as an advisory committee is to support, encourage and enhance parent engagement at the Board and school levels in order to build strong Catholic identity and community, nurture the distinctiveness of Catholic Education, and improve student achievement and well-being for all students in the Niagara Catholic District School Board.

1. Recommendations made by the committee shall be in keeping with the Mission, Vision and Values of Niagara Catholic District School Board along with the distinctive character, philosophy and goals of Catholic education and respectful of the faith and traditions of the Catholic Church. The Board will retain all the powers and duties specified in the *Education Act* and its related Regulations.

2. Members of the Niagara Catholic Parent Involvement Committee are to maintain a regional wide focus to support Catholic education in all schools, to encourage and enhance parent engagement for the improvement of student achievement, and well-being of all students in the Niagara Catholic District School Board.
3. Individual members of the Niagara Catholic Parent Involvement Committee do not speak for the committee and the Chair and/or the two Co-Chairs must be diligent in ensuring that any views presented in the capacity of the Chair and/or Co-Chairs represent fairly the position of the Niagara Catholic Parent Involvement Committee.

MANDATE OF THE NIAGARA CATHOLIC PARENT INVOLVEMENT COMMITTEE

The Board and/or School Administration may ask for recommendations from the Niagara Catholic Parent Involvement Committee.

1. The Niagara Catholic Parent Involvement Committee shall achieve its purpose by:
 - providing information and advice on parent engagement to the Board;
 - communicating with, and supporting Catholic School Councils of schools of the Board;
 - undertaking activities to help parents of students of the Board support their child's/children's learning at home and at school;
 - developing strategies and initiatives the Board and the Director of Education could use to effectively communicate with parents, and to effectively engage parents in improving student achievement, and well-being of all students in the Board such as meetings, faith formation, conferences, Ministry of Education Parents Reaching Out (PRO) Grants and other events for Catholic School Councils;
 - advising the Board and the Director of Education on ways to use the strategies and initiatives;
 - working with Catholic School Councils, the Director of Education and/or the Director's Designate/Superintendent of Education, and with employees of the Board to:
 - share effective practices to help engage parents, especially parents who may find engagement challenging, in their child's/children's learning,
 - identify and reduce barriers to parent engagement,
 - help ensure that schools of the Board create a welcoming environment for parents of its students,
 - develop skills and acquire knowledge that will assist the Niagara Catholic Parent Involvement Committee and Catholic School Councils of the Board with their work;
 - communicate information from the Ministry of Education Parent Engagement Office to Catholic School Councils, and to the parents of students of the Board;
 - determine in consultation with the Director of Education and/or the Director's Designate/Superintendent of Education, and in keeping with the Board Governance Policies and Administrative Operational Procedures how funding, if any, provided under the *Education Act* for parent involvement is to be used by the Niagara Catholic Parent Involvement Committee,
 - review new and revised Governance Policies; and
 - other issues deemed appropriate by the Board.

2. Each year, the Niagara Catholic Parent Involvement Committee shall make recommendations to promote Catholic values and to encourage parental involvement in the schools. Recommendations shall be presented to the Director of Education through the Director's Designate/Superintendent of Education and shall outline the objectives, description of activities, personnel and required budgets, as well as a brief statement of expected outcomes.
3. The Board shall establish a yearly budget to address the various activities projected for the Niagara Catholic Parent Involvement Committee.
4. The normal reporting system for the Niagara Catholic Parent Involvement Committee will be through the Director's Designate/Superintendent of Education.

COMPOSITION

The Niagara Catholic Parent Involvement Committee shall include the following:

Voting members:

- Up to sixteen parent members.
- Up to three community representatives appointed by the Board that are not members or employees of the Board.

Non-voting members:

- The Director of Education and/or the Director's Designate/Superintendent of Education.
- Two members of the Board appointed by the Chair of the Board for a one-year term (renewable).
- The Bishop of the Diocese of St. Catharines or his appointed representative.

The Niagara Catholic Parent Involvement Committee may include the following:

- one representative to advocate for students with special education needs appointed by the Special Education Advisory Committee (SEAC).
- one Principal of an elementary school of the Board recommended by the Principal/Vice-Principal Council to Senior Administrative Council, for approval.
- one Principal of a secondary school of the Board recommended by the Principal/Vice-Principal Council to Senior Administrative Council, for approval.
- one teacher employed, other than a Principal/Vice-Principal, in an elementary school of the Board recommended by the Ontario English Catholic Teachers' Association (OECTA) to Senior Administrative Council, for approval.
- one teacher employed, other than a Principal/Vice-Principal, in a secondary school of the Board recommended by the Ontario English Catholic Teachers' Association (OECTA) to Senior Administrative Council, for approval.
- one person employed by the Board, other than a Principal/Vice-Principal or teacher, i.e. (support staff) recommended by Canadian Union of Public Employees (CUPE) to Senior Administrative Council, for approval.
- one Secondary Student Senate representative appointed by the Student Senate.

PARENT MEMBERSHIP-Voting members

Every effort will be made to ensure that parent membership is representative of the population distribution within the geographic areas of the Board's jurisdiction with half of the parent representatives serving for a one-year term with the remainder serving for a two-year term:

Fort Erie, Port Colborne, Wainfleet	up to 2 Parent Representatives
Grimsby/Lincoln/West Lincoln/Pelham	up to 2 Parent Representatives
Niagara Falls/Niagara-on-the-Lake	up to 4 Parent Representatives
St. Catharines	up to 4 Parent Representatives
Thorold/Merritton	up to 2 Parent Representatives
Welland	up to 2 Parent Representatives

Nomination Forms will be sent to all elementary and secondary schools one month prior to the elections. Interested parties are to complete and submit a nomination form no later than 4:00 p.m. EST. on the designated date. All nomination forms will be date stamped for receipt. Late and/or incomplete forms will not be accepted.

Eligibility

1. To be eligible for election/appointment to the Niagara Catholic Parent Involvement Committee a person must:
 - be a parent of a student enrolled in a school of the Niagara Catholic District School Board,
 - reside within the Board's jurisdiction,
 - support the Mission of Catholic Education, and the Mission, Vision and Values of the Niagara Catholic District School Board, and
 - fully participate in the Annual Commissioning Ceremony of NCPIC members.
2. A parent who is employed by the Board is qualified to be elected/appointed to the Niagara Catholic Parent Involvement Committee and shall at the first meeting inform the committee of their employment with the Board prior to elections.

COMMUNITY REPRESENTATIVES-Voting Members

The Niagara Catholic District School Board will appoint up to three, community representatives to the Niagara Catholic Parent Involvement Committee for a one-year term (renewable).

A person nominated or appointed to the Niagara Catholic Parent Involvement Committee as a community representative by the Niagara Catholic District School Board will be required to:

1. act in the best interest of Catholic education;
2. carry out responsibilities in a manner that assists the Board in fulfilling its duties under the *Education Act*, the Regulations and the guidelines issued under the Act, and the Niagara Catholic Parent Involvement Committee Policy (800.7), Administrative Operational Procedure and By-Laws;
3. attend and participate in meetings of the Niagara Catholic Parent Involvement Committee, including sub-committee meetings of which they are members; and
4. promote student achievement and well-being of all students in the Niagara Catholic District School Board.

The Community Representative Application Form will be sent to all elementary and secondary schools one month prior to the elections. Interested parties are to complete and submit a Community Representative Application Form, along with a letter of reference from a community organization to support the nomination to the Chair of the Board no later than 4:00 p.m. EST. on the designated date. All application forms will be date stamped for receipt. Late/incomplete applications will not be accepted.

Eligibility

1. A person is not qualified to be nominated or appointed to the Niagara Catholic Parent Involvement Committee as a community representative unless the person is qualified to vote for members of the Niagara Catholic District School Board and is a resident in the jurisdiction of the Board.
2. A person is not qualified to be nominated or appointed to the Niagara Catholic Parent Involvement Committee as a community representative if the person is employed by the Board.

ELECTIONS

Elections of parent representatives to the Niagara Catholic Parent Involvement Committee are to be held in the fall of each school year before November 15 and before the first meeting of the Committee in the school year as required.

1. If an election is to be held, notification will be given to all candidates as to the date/time and location of the election, which will occur at the Niagara Catholic Parent Involvement Committee Annual Catholic School Council Chair and/or Co-Chair(s) and Members' Meeting in the fall of each school year.
2. An (election) sub-committee, comprised of the previous year's Niagara Catholic Parent Involvement Committee Chair and/or the two Co-Chairs, (if not seeking re-election), the Director's Designate/ Superintendent of Education and up to four additional members will oversee the election process.
3. Nominees must be in attendance and will be invited to make a brief two-minute presentation to parents present in the geographic area before the vote. The vote will be by secret ballot and tabulated by the election sub-committee of the Niagara Catholic Parent Involvement Committee.
4. To be eligible to vote for a parent representative a person must:
 - be a parent of a student enrolled in a Niagara Catholic District School Board school,
 - be a resident of the geographic area, residency may be verified through a request for official documentation such as a tax bill, and
 - must be in attendance at the election site.
5. Names and addresses of elected/appointed members of the Niagara Catholic Parent Involvement Committee will be forwarded to the Director of Education within thirty days of the election and will be published to the Niagara Catholic District School Board school communities and posted on the Board website.

TERMS OF OFFICE

Parent Representatives

Half of the parent representatives from each geographical area will serve for a two-year term while the other half will serve for a one-year term.

1. At the first meeting of the Niagara Catholic Parent Involvement Committee, terms of office for parent representatives of each geographical area will be determined by consensus.
2. Failing a consensus, the parent representatives from the geographical area will draw lots (straws) to determine the length of term.
3. The drawing of lots shall be done in alphabetical order and the person who draws the longest straw shall be the parent representative for a two-year term.
4. Members of the Board appointed by the Chair of the Board will serve for a one-year term.
5. Non-parent members will serve for a one-year (renewable).
6. A member of the Niagara Catholic Parent Involvement Committee may be re-appointed or re-elected to the committee.

Chair or Two Co-Chairs

The Chair or the two Co-Chairs will serve for a two-year term and may not serve more than two consecutive terms (four years) unless at least one full two-year term has elapsed since the last term as Chair and/or Co-Chair.

Community Representatives

Community Representatives will serve for a term of one year (renewable).

Non-Voting Members

Non-voting members will serve for a term of one year (renewable).

OFFICERS

At the first general meeting of the committee, the committee shall decide to either elect one Chair to chair the committee for a two-year term, or to elect two Co-Chairs to chair the committee for a two-year term.

Eligibility

1. Only parent members that have been elected/appointed to the committee for a two-year term are eligible to be elected as the Chair, and/or the two Co-Chairs.
2. Parent members with only one year left of their term are not eligible to stand for election as a Chair and/or Co-Chair.
3. An individual may not serve more than two consecutive terms (four years) as Chair and/or Co-Chair unless at least one full two-year term has elapsed since the last term as the Chair and/or Co-Chair.
4. An employee of the Board cannot serve as the Chair and/or Co-Chair of the committee.

Election of the Chair and/or the Two Co-Chairs

The election of the Chair and/or two Co-Chairs shall be by nomination and vote by secret ballot. The candidates receiving a clear majority of votes cast by all parent members present shall be elected but the count shall not be declared. Should no candidate receive a clear majority of votes cast, the candidate receiving the least number of votes shall be dropped and balloting shall be continued in this manner until a majority of ballots cast shall be in favour of one person or an equality of vote result in a tie, in which one further ballot shall be held. If an equality of votes shall result again, the candidates shall draw lots (straws) to fill the position. The drawing of lots shall be done in alphabetical order and the person who draws the longest straw shall be elected as the Chair, or the person(s) who draw the longest straws shall be elected as the two Co-Chairs.

Sub-Committees

The Niagara Catholic Parent Involvement Committee may establish subcommittees to carry out specific tasks or projects in accordance with the overall mandate of the Niagara Catholic Parent Involvement Committee and to make recommendations on these matters to the Niagara Catholic Parent Involvement Committee. Members of the sub-committees will elect a Chair by consensus at the first meeting of the sub-committee.

Subcommittees shall include, but are not limited to Faith Formation, Policy/Goals, and Parent Engagement.

A subcommittee of the Niagara Catholic Parent Involvement Committee:

- must have at least one parent member of the Niagara Catholic Parent Involvement Committee.
- may include persons who are not members of the Niagara Catholic Parent Involvement Committee.
- shall elect a Chair at the first meeting of the subcommittee.

The Chair of the subcommittee shall:

- in consultation with the Director's Designate/Superintendent of Education and all subcommittee members determine the date and time of the subcommittee meetings;
- plan the agenda in consultation with the Director's Designate/Superintendent of Education;
- chair the subcommittee meetings;
- report on the recommendations of the subcommittee at the subsequent Niagara Catholic Parent Involvement Committee meeting on matters of the Committee;
- record and make available the minutes of the subcommittee meetings to the Director's Designate/Superintendent of Education and the NCPIC members; and
- communicate matters of the subcommittee with the Director's Designate/Superintendent of Education and the Chair and/or the two Co-Chairs of the Niagara Catholic Parent Involvement Committee.

VACANCIES

A vacancy in the membership of the Niagara Catholic Parent Involvement Committee does not prevent the committee from exercising its authority.

Vacancies on the Niagara Catholic Parent Involvement Committee occur when:

- a parent member has reached the end of a one or two-year term
- a member resigns
- a member is unable to fulfill his/her duties

Vacancies in parent member positions shall be advertised through a variety of methods, which may include:

- advertisements in newsletters of all schools or Catholic School Councils of schools of the Board,
- advertisements in the newspaper with general circulation in the geographic jurisdiction of the Board,
- advertisements on radio or television stations that broadcast in the geographic jurisdiction of the Board,
- notices in schools of the Board,
- notices on the Board website and on school websites of the Boards, and
- notices in the Parish bulletins.

Filling a parent vacancy

Where a vacancy of an elected parent member occurs, the Niagara Catholic Parent Involvement Committee may appoint a parent from the pool of candidates from the previous election process to serve on the Niagara Catholic Parent Involvement Committee until the next election.

- If none of the candidates from the pool of the previous election process is interested in becoming a member of the Niagara Catholic Parent Involvement Committee, the Niagara Catholic Parent Involvement Committee may request nominations from interested parents of the Niagara Catholic District School Board from the vacant geographic area by a designated date for consideration.
- The Niagara Catholic Parent Involvement Committee may then appoint one of the interested candidates from the vacant geographic area.

Filling a vacancy in the Office of the Chair and/or Co-Chairs

Where a vacancy occurs in the office of the Chair and/or Co-Chairs the committee shall elect a parent representative to complete the remainder of the term that has been vacated.

Filling a Community Representative Vacancy

Where a vacancy of a community representative occurs, the Niagara Catholic District School Board may request the agency to appoint another member, choose a different organization, or choose not to fill the position. Individuals filling a vacated position shall hold the position until the original term for that position expires.

ROLES AND RESPONSIBILITIES

Members

All members of the Niagara Catholic Parent Involvement Committee must:

- fully participate in the Annual Commissioning Ceremony,
- attend all Niagara Catholic Parent Involvement Committee meetings and subcommittee meetings of which they are members, either physically or through electronic means on a regular basis,
- participate in information and training sessions, and
- work with the committee to facilitate the approved mandate.

Chair

The Chair of the Niagara Catholic Parent Involvement Committee shall:

- determine the dates of the Niagara Catholic Parent Involvement Committee meetings in consultation with the Director's Designate/Superintendent of Education.
- plan the agenda with Director's Designate/Superintendent of Education.
- Chair the Niagara Catholic Parent Involvement Committee meetings.
- communicate regularly with the Director's Designate/Superintendent of Education and Catholic School Councils regarding matters of the committee.
- be diligent in ensuring that any views presented in the capacity of Chair represent fairly the position of the Niagara Catholic Parent Involvement Committee.
- review the By-Laws annually in consultation with the Niagara Catholic Parent Involvement Committee.
- participate as ex-officio members of all subcommittees established by the NCPIC.

Two Co-Chairs

When the Niagara Catholic Parent Involvement Committee elects two Co-Chairs, the two Co-Chairs shall equally share the duties of a Chair.

Director's Designate/Superintendent of Education

The Directors' Designate/Superintendent of Education shall:

- facilitate and assist in the operation of the Niagara Catholic Parent Involvement Committee.
- in consultation with the Chair and/or the two Co-Chairs determine the date and time of the Niagara Catholic Parent Involvement Committee and subcommittee meetings, and arrange a meeting room.
- plan the agenda with the Chair and/or the two Co-Chairs and subcommittee Chair(s) of the Niagara Catholic Parent Involvement Committee.
- make every effort to distribute the agenda to all members of the Niagara Catholic Parent Involvement Committee at least five calendar days prior to the meeting.
- support and promote the approved activities of the Niagara Catholic Parent Involvement Committee.
- seek input from the Niagara Catholic Parent Involvement Committee.
- act as a resource on regulations and Board Governance Policies and Administrative Operational Procedures.
- communicate with the Chair and/or the two Co-Chairs of the Niagara Catholic Parent Involvement Committee on matters of the committee as required.
- assist the Niagara Catholic Parent Involvement Committee in encouraging increased parent involvement.
- ensure that the approved minutes of the meetings are recorded, maintained, and posted on the Board website.
- facilitate communication between the Niagara Catholic Parent Involvement Committee and the Catholic School Councils.
- act as the secretary/treasurer to the Niagara Catholic Parent Involvement Committee.
- prepare and present a report at each meeting, including a financial statement.
- in the event that the NCPIC Chair or the two Co-Chairs are unable to attend a meeting of the committee, the Directors' Designate/Superintendent of Education shall chair the meeting.

MEETINGS

The Niagara Catholic Parent Involvement Committee shall meet between September to June at least four times in each school year. Special meetings may also be called by the Director's Designate, Superintendent of Education or by three parent members by written request to the Director's Designate/Superintendent of Education. Meetings are open to the public and will be held at the Catholic Education Centre unless relocation is approved by the committee.

1. Meetings will open and close with a prayer.
2. Meetings will commence on time and not last more than two hours, unless the majority of the Niagara Catholic Parent Involvement Committee members agree to a longer meeting of no more than thirty minutes beyond the two-hour time limit.
3. Meetings shall not proceed unless there is a quorum in attendance. A quorum is fifty percent plus one (50% + 1) of voting members, but at all times there must be a majority of parents at the meeting. A member who participates through electronic means shall be deemed to be present at the meeting.
4. A meeting cannot be held unless,
 - a majority of the members present at the meeting are parent members;
 - the Director of Education, or the Director's Designate/Superintendent of Education is present, and
 - a member of the Board (Trustee) who sits on the committee, or a designated member of the Board (Trustee) is present.
5. The Niagara Catholic Parent Involvement Committee shall use consensus as the usual method for developing recommendations and plans. If voting becomes necessary, a simple majority will be sufficient for a vote on any issue.
6. When the Niagara Catholic Parent Involvement Committee votes on a matter, only parent members and community representatives are entitled to vote.

MEMBER ABSENCES AND ATTENDANCE AT MEETINGS

Niagara Catholic Parent Involvement Committee members are expected to attend all Niagara Catholic Parent Involvement Committee meetings and subcommittee meetings of which they are members, either physically or through electronic means.

- A member who is unable to attend a scheduled Niagara Catholic Parent Involvement Committee meeting must request to be excused from a meeting by contacting the Director's Designate/Superintendent of Education and will be marked as excused in the minutes of the meeting.
- Members, who, prior to the adjournment of a meeting, have excused themselves or depart at any time during a meeting will have the time of departure noted in the minutes of the meeting.
- Members, who have not been excused from attendance at a Niagara Catholic Parent Involvement Committee meeting will be recorded as absent in the minutes of the meeting.
- A member of the Niagara Catholic Parent Involvement Committee may lose his or her position for being absent for three consecutive meetings without authorization.

- Where a Niagara Catholic Parent Involvement Committee member submits a letter of resignation or is absent from three consecutive Niagara Catholic Parent Involvement Committee meetings, the Niagara Catholic Parent Involvement Committee may appoint a replacement to serve until the next election.

AGENDA, MINUTES, AND FINANCIAL RECORDS

Agenda

Every effort will be made to distribute the agenda to members of the Niagara Catholic Parent Involvement Committee at least five calendar days prior to the meeting by delivering a notice by email and posting a notice on the Board website.

Delegations

Individuals may approach the Chair and/or the two Co-Chairs of the Niagara Catholic Parent Involvement Committee or the Director's Designate/Superintendent of Education to be placed on the agenda. This request must be in writing and received at least two weeks before the meeting. The Chair and/or the two Co-Chairs, in consultation with the Director's Designate/ Superintendent of Education may approve or deny such requests.

Minutes and Financial Records

The Niagara Catholic Parent Involvement Committee shall keep and retain the approved meeting minutes and financial transaction records in accordance with the policies of the Board respecting the retention of documents by committees of the Board.

1. The approved minutes of the Niagara Catholic Parent Involvement Committee shall be:
 - posted and remain on the website of the Board for four years, and
 - sent electronically to the Chair and/or Co-Chair(s) of the Catholic School Council of each school of the Board.
2. The approved minutes and financial transaction records shall be available for examination at the Board by any person without charge for four years.
3. The Niagara Catholic Parent Involvement Committee will inform Catholic School Councils and parent communities of their activities through newsletters, special meetings, the Board website, and through liaison with Catholic School Councils. Information to Catholic School Councils shall flow through the school Principal.

CONFLICT OF INTEREST

A conflict of interest for a Niagara Catholic Parent Involvement Committee member involves situations in which the member's private interests may be incompatible or in conflict with the Niagara Catholic Parent Involvement Committee.

- Each Niagara Catholic Parent Involvement Committee member shall avoid situations that could result in an inconsistency between the overall goals and vision of the Niagara Catholic Parent Involvement Committee and a personal or vested interest that may arise in connection with his or her duties as a Niagara Catholic Parent Involvement Committee member.

- Should an issue or agenda item arise during a Niagara Catholic Parent Involvement Committee meeting where a committee member is in a conflict of interest situation, he or she shall declare the conflict of interest immediately and decline from the discussion and resolution.
- The committee member shall declare a conflict of interest in matters that they, members of their families or their business affiliations could directly or indirectly benefit from the decisions of the committee.
- A committee member who identifies a conflict of interest must declare it before any discussion of the matter begins. The member must:
 - publicly state the conflict of interest, explain the general nature of the interest and have the declaration recorded in the minutes.
 - not vote on the matter under discussion.
 - leave the room when the committee is discussing the matter, and noted in the minutes of the meeting.
 - not discuss the matter with members or attempt to influence the decision.

CONFLICT RESOLUTION

If the Director's Designate/Superintendent of Education, after discussion with the Niagara Catholic Parent Involvement Committee Chair and/or the two /Co-Chairs, determines that any of the members have contravened Regulations 330/10 or Board Policy 800.1, the Director's Designate/Superintendent of Education or the Chair and/or the two Co-Chairs will discuss the matter with the Director of Education. Please see the Complaint Resolution Policy No. 800.3.

- If a member becomes disruptive during a meeting, the Chair and/or the two Co-Chairs shall ask for order.
- If all efforts to restore order fail or the unbecoming behaviour continues, the Chair and/or the two Co-Chairs may direct the individual Niagara Catholic Parent Involvement Committee member to leave the meeting, citing reasons for the request.
- The removal of a member for one meeting does not prevent the member from participating in future meetings of the Niagara Catholic Parent Involvement Committee.
- The incident shall be recorded and submitted to the Director of Education by the Director's Designate/Superintendent of Education within one week of the meeting.
- It is recommended that parties involved in the conflict follow the Board's Complaint Resolution Policy No. 800.3.
- Upon removal of a member, a special meeting shall be called, the purpose of which will be to arrive at a mutually acceptable solution to the dispute. Such a meeting shall be a private meeting and not construed as a meeting of the Niagara Catholic Parent Involvement Committee.
- Any resolution reached at the meeting to resolve the conflict shall be signed and respected in full by all parties to the agreement.

CODE OF CONDUCT

A member shall:

- fully participate in the annual Commissioning Ceremony of the NCPIC members.
- support, encourage and enhance parent engagement at the Board level in order to build strong Catholic identity and community to nurture the distinctiveness of Catholic Education, and to

advance student achievement and well-being for all students in the Niagara Catholic District School Board.

- consider the best interest of all students and the NCPIC members.
- be guided by the Mission of Catholic Education and the Mission, Vision and Values of the Board.
- become familiar with the *Education Act*, Board Policies, and Ministry of Education Regulations.
- maintain the highest standards of integrity, recognizing and respecting the personal integrity of each member of the NCPIC and Board Staff.
- treat all other Niagara Catholic Parent Involvement Committee members and Board Staff with respect and allow for diverse opinions to be shared, without interruption.
- create a positive environment in which individual contributions are encouraged and valued.
- acknowledge democratic principles and accept the consensus of the Niagara Catholic Parent Involvement Committee for recommendation to the Director's Designate/Superintendent of Education.
- focus discussions at Niagara Catholic Parent Involvement Committee meetings to those items that fall within the mandate of Niagara Catholic Parent Involvement Committee.
- bring questions or concerns to the attention of the Director's Designate/Superintendent of Education through appropriate policies of the Board.
- promote high standards of ethical practice within the NCPIC.
- not accept any payment for their Niagara Catholic Parent Involvement Committee involvement.
- refrain from making any negative statements about any individual or groups.
- declare any conflict of interest.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
DECEMBER 15, 2020**

PUBLIC SESSION

**TOPIC: APPROVED MINUTES OF THE SPECIAL EDUCATION
ADVISORY COMMITTEE (SEAC) MEETING OF
NOVEMBER 4, 2020**

RECOMMENDATION

THAT the Niagara Catholic District School Board receive the Approved Minutes of the Special Education Advisory Committee (SEAC) Meeting of November 4, 2020, as presented for information.



MINUTES OF THE SPECIAL EDUCATION ADVISORY COMMITTEE MEETING WEDNESDAY, NOVEMBER 4, 2020

Minutes of the Meeting of the Special Education Advisory Committee held on **Wednesday, November 4, 2020**, at 6:30 pm Electronic Meeting in Compliance with Education Act Section 207 and Ontario Regulation 463/97 Section 5.1 (2) Public Access 1-647-749-124 (Tolls), Conference ID # 745 739 256

Chair Racine called the meeting to order at 6:30 pm.

A. ROUTINE MATTERS

1. Opening Prayers

- Chair Racine led opening prayers

2. Roll Call

Members	Affiliations	Yes	Excused
Harvey, Dorothy	Niagara Children's Centre		✓
Helmeczi, Bill	Pathstone Mental Health		✓
Huxley, Kelsey	Indigenous Community Member	✓	
Murphy, Karen	Autism Ontario Niagara Region Chapter	✓	
Palombo, Pina	Down Syndrome Niagara		✓
Racine, Anna	Community Member	✓	
Smith, Lorraine	Mainstream	✓	
Smith, Rita	Community Living Port Colborne/Wainfleet	✓	
Thomas, Kerry	Community Living Welland/Pelham	✓	
Zoelman, Madeline	Learning Disabilities Association of Niagara Region	✓	
Burtnik, Kathy	<ul style="list-style-type: none"> • Board Trustee of St. Catharines 	✓	
Butera, Serena	<ul style="list-style-type: none"> • Student Senate Representative 		✓
Fera, Frank	<ul style="list-style-type: none"> • Chair of the Board 	✓	
Filice, Adele	<ul style="list-style-type: none"> • Principal, Secondary 	✓	
Kerho, Chris	<ul style="list-style-type: none"> • Principal, Elementary 	✓	

The following staff members were in attendance:

Gino Pizzoferrato, Superintendent of Education, **Camillo Cipriano**, Director of Education, **Danny Giancola**, Coordinator of Student Support, **Vincent Mancuso**, Behaviour Resource Teacher, and **Jennifer Lanese**, Recording Secretary/Administrative Assistant to Superintendent Pizzoferrato.

3. Approval of the Agenda

- Moved by Lorraine Smith
- Seconded by Rita Smith

THAT THE Special Education Advisory Committee approves the Agenda of the Special Education Advisory Committee Meeting of **November 4, 2020**.

CARRIED

4. Disclosure of Interest

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

5. Approval of Minutes of the Special Education Advisory Committee of October 7, 2020

- Moved by Madeline Zoelman
- Seconded by Lorraine Smith

THAT THE Special Education Advisory Committee approves the Minutes of the Special Education Advisory Committee Meeting of **October 7, 2020** as presented.

CARRIED

B. PRESENTATIONS

- There were no presentations at this time.

C. AGENDA ITEMS

1. Secondary Appeal for SEAC Representative on NCPIC

- Superintendent Pizzoferrato made another appeal for a representative from SEAC to join NCPIC.
- After much discussion, it was decided that Jennifer Lanese would inquire if a member from NCPIC would be interested in this role. She would explore this option by contacting Yvonne Anderson, Recording Secretary of NCPIC.
- Superintendent Pizzoferrato would provide an update at the next meeting.

2. Parent Outreach

2.1 Terri Pauco, December/January Presentation

- It was decided that this presentation will take place during either January or February's SEAC Meeting.

- Superintendent Pizzoferrato has asked Lidia Di Lorenzo, Religion and Family Life Consultant for Niagara Catholic to join Terri Pauco in this presentation.
- Input for the scope of the presentation would be circulated to the Committee Members to assist Terri and Lidia with their presentation.
- The results will be shared at December's meeting.

2.2 Dr. Sheila Bennett – May Presentation

- Superintendent Pizzoferrato has not been able to confirm the presentation date with Dr. Sheila Bennett.
- Superintendent Pizzoferrato will update the Committee Members once he gets confirmation from Dr. Bennett.
- Input for the scope of the presentation would be circulated to the Committee Members to assist Dr. Bennett with her presentation.
- The results will be shared at December's meeting.

3. Other Related Items

3.1 SEAC Brochure Update

- Jennifer Lanese has collected updated information from the SEAC Committee Members for the SEAC Brochure.
- Those changes have been reflected in the updated SEAC Brochure.
- A copy of the updated SEAC Brochure was uploaded to Microsoft Teams under the SEAC Team files for all Committee Members to view.
- The Communication Sub-Committee Members will discuss changes to make it more user-friendly and informative for families of Niagara Catholic.
- Those changes will be discussed at a future meeting.

3.2 Special Education Brochure Update

- The Student Support Department will review the current Special Education Brochure.
- Jennifer Lanese will collect updated information for the Special Education Brochure.
- Once the Special Education Brochure has been updated, it will be presented to the SEAC Committee Members for review and discussion.

3.3 Annual Review of the Special Education Plan

- The Student Support Coordinators update the Special Education Plan every year.
- SEAC Committee Members are encouraged to view the current Special Education Plan by copying and pasting the link below:
<https://cdn.niagaracatholic.ca/wp-content/uploads/2020/06/Special-Education-Plan-2020-WHITEBG.pdf>

3.4 Sub-Committees

- The SEAC Committee Members were reminded to arrange an agreeable time to meet to discuss objectives and goals.
- An updated Sub-Committee list was uploaded to Microsoft Teams under the SEAC Team files for all Committee Members to view.
- We are looking forward to hearing updates from the appointed Leads of the Sub-Committees.

3.5 Virtual School Presentation

- Adele Filice presented a slideshow to the Committee Members describing how our Virtual Learners are being supported.
- It has been a collaborative effort from the IT Department, Digital Learning Team, Student Support Team, Student Information Service Department, Virtual Teaching Staff, Home Schools' Administration and their staff as well as the continued guidance and support from Senior Administrative Council.
- In the slideshow, there were several examples of students participating in virtual learning, along with interaction with the classroom teacher.
- It was a great snapshot of Niagara Catholic's Virtual Learners.
- The slide show has also been uploaded to Microsoft Teams under the SEAC Team files for all Committee Members to view again.
- Thank you Adele for sharing this informative slideshow with SEAC.

4. Policies Under Review

- There are currently no Policies and Administrative Guidelines being reviewed as part of the cyclical Policy and Administrative Guidelines Review process at this time.

D. SEAC REPORTS

1. Learning Disabilities Association of Niagara Region – Madeline Zoelman

- Program applications will open on **November 23rd** at 6:00 am for the Winter term. The Winter term will begin starting the first week of February.
- LDANR was able to offer SOAR secondary and post-secondary this session and these programs will commence next session.
- Some of the feedback received on SOAR:
 - *"I have to say the SOAR program is the best program we have been involved with so far. Not that the others are not great, they are. We missed the first session for the students and so he listened in on the parent session that week with me, where the gentleman from Brock spoke. Nicholas listened so intently to him and realized that the struggles he has learning are not because he is stupid, but rather because of how his brain is structured. He did make the second session with the other students and made a second realization...that he is not alone in his struggle and that opportunities he never thought possible might still be possible. This morning for the first time EVER...he said he might want to go to college or university."*
- LDANR will be offering numeracy, literacy, transition, and social skills programs in the Winter session.

2. Niagara Children's Centre – Dorothy Harvey

- The Niagara Children's Centre (NCC) continues to follow the Health Sector and Regulatory College Directives concerning to the resumption of in-person services.
- The NCC has been providing services virtually where possible but they also provided in-person services to include all children where virtual was not appropriate; all children where families do

not have the capacity for virtual (due to technical or other issues); and all children where families prefer in-person.

- All medical and other clinics (including the ASD diagnostic services) are being provided in-person.
- In terms of services for schools, they were working with each of the School Board's Special Education departments to coordinate services:
 - o For all School-Based Rehabilitation Service (SBRS) services which include: Occupational Therapy (OT), Physiotherapy (PT) and Speech and Language Pathology (SLP) for speech needs to be provided to school-aged children in their publicly-funded school, they have continued to offer virtual services as well as in-Centre services through the school closure as well as summer.
 - o The mandate of the SBRS at NCC is to provide access to OT, PT and SLP services for students with rehabilitation/habilitation needs for the student to attend school, participate in school routines and receive instruction. The program provides in-school rehabilitation services to enable the student's attendance and participation in publicly funded educational settings.
 - o For the return to school in September, they developed a phased approach to resuming in-person services at school that takes into consideration: the needs of schools and students; the requirements we have as a health provider; school essential visitor protocols.
 - o As a health provider, NCC is required to actively screen children before each appointment. This involves calling parents the day before or the day of and going through the Health Sector COVID screen which differs from the School Screen. If parents do not respond to their call or the family/child does not pass their COVID screen the in-person appointment cannot proceed.
 - o In terms of the school protocols, NCC is limiting the number of classrooms and schools that each therapist can go to on a daily basis as well as using higher levels of PPE in to ensure that their staff do not need to self-isolate if they visit a classroom that subsequently is identified as having positive cases.
 - o The primary services that are currently being provided in schools are PT and OT.
 - o SLP continues to primarily be delivered virtually with families at home. The feedback from families has been extremely positive as they feel more engaged with the SLPs services and can provide more carryover at home. For those cases where NCC is providing virtual at home, they will continue to liaise with school staff and they have started a pilot of providing virtual services to children at school for cases where the parent does not have the capacity for virtual at home.
 - o For children engaged in virtual learning, they continue to provide both virtual as well as in-person services at the Centre and liaise with the virtual classroom staff as needed.
- Given that the Centre is now delivering School-Based Rehabilitation services with their staff, they have revised all of their referral forms and are in the process of revising the service delivery

models. Meetings to review the changes have been coordinated with the Special Education staff and have included presentations to ERTs and through the school board's Speech and Language Pathologists.

- They are planning to meet with the preschool partners and both School Boards in November to develop revised Transition to School processes for September 2021 as a result of COVID-19.

3. Indigenous Community Member – Kelsey Huxley

- The Métis Nation of Ontario (MNO) is pleased to offer the Mental Health program with a wide range of services and supports to Métis children, youth, and adults across the province. Services are delivered in person, over the phone, or by video conference. Through this Program, the MNO can provide seamless and timely access to comprehensive assessment, treatment, and follow-up services which are offered by professionals. There is a 24-hour Mental Health & Addictions Crisis Line at **1-877-767-7572**.
- For non-urgent matters or help navigating mental health and addiction supports in your community, please contact their confidential support services line at **1-800-263-4889** or by email at video@metisnation.org. For more information, please visit their website at <http://www.metisnation.org/>.

4. Autism Ontario Niagara Region – Karen Murphy

- Autism Ontario would like to share an upcoming workshop that is available from the Provincial Office entitled: Emotional Toolkit for Black Caregivers: How to Manage Stress and Challenges Across: <https://www.autismontario.com/civicrm/event/inof?id=4597>.
- They are also offering some great webinars including:
 - o The Housing Project – Advocacy 101 on **November 19, 2020**, <https://www.autismontario.com/civicrm/event/info?id=4332>.
 - o Jordan's Principle – Understanding the Funding and How to Apply on **November 26, 2020**, www.autismontario.com/civicrm/event/info?id=4521.
 - o Collaborative Approach and Proactive Solutions on **December 10, 2020**, <https://www.autismontario.com/civicrm/event/info?id=4530>.
 - o Their chapter will be offering several FREE activities in November including snowman craft kits, cookie making kits and Christmas ornament kits. Families can sign up by visiting their Facebook page: <https://www.facebook.com/AONiagara>.
 - o Currently, there is a waitlist for the activity kits, but parents are encouraged to sign up on the waitlist. For additional information, please visit their Facebook page.

5. Down Syndrome Niagara – Pina Palombo

- Down Syndrome Awareness Week is being celebrated from **November 1 to November 7, 2020** in Canada. Due to the COVID's restrictions, there were no events planned by the Down Syndrome Niagara group; however daily facts about down syndrome were posted on their Facebook page. Also, parents and members of Down Syndrome Niagara shared stories and the journeys of their personal experiences. For more information, please check out their Facebook page at <https://www.facebook.com/www.dsaniagara.org/>.

- Last month, Club Italia in Niagara Falls **donated \$1800.00** to their group by running one of their curbside take-out pasta dinners. A special thank you is extended to the Ladies Auxiliary of Club Italia for generously choosing, Down Syndrome Niagara as their 2019/2020 Charity.
- From 2:00 pm to 4:00 pm on **December 13, 2020**, Club Italia is hosting a Christmas Party for their Down Syndrome families. It will be a drive-by, COVID Style/Social distancing Christmas Party.
- DSN members will receive one gift bag per family, provided membership renewal fees for 2020 have been paid. Just a reminder that all membership fees are due by **November 30, 2020**.
- In order to comply with Niagara Public Health's requirements, social distancing guidelines will be in effect. All families are asked to remain in their vehicle and one of their team members will be issuing each family a gift bag. Facemasks must be worn by all attendees at all times.
- The next Board Meeting will be announced at a later time.

6. Community Living Welland/Pelham – Kerry Thomas

- NIL Report

7. Mainstream – Lorraine Smith

- By phasing out the Mainstream's Resource Centre completely the Options Niagara Enhanced Program was created. This program provides supports to adults who have a developmental difference.
- About the Options Niagara - Enhanced Program
 - o Options Niagara is a region-wide program that provides support to adults with a developmental difference as they connect to their community.
 - o A Person-Centered Planning process is used to help each person create and achieve their dreams and desires as well as build a network of support within their community.
 - o Learning opportunities are provided through training and connecting people to other supports in areas such as;
 - goal planning
 - rights, respect and responsibility
 - self-advocacy
 - interpersonal skills / relationship building
 - supported community volunteer and work placements
 - healthy living and nutrition
 - anger management
 - abuse prevention
 - food handling and cooking
 - employment and volunteerism
 - literacy and basic skills
 - healthy relationships
 - making community connections
 - problem-solving
 - money skills and management
 - o Options Facilitators
 - Options Facilitators work with people they support to help develop the skills and connections they need to be successful and achieve the level of independence they have chosen.

8. Community Living Port Colborne / Wainfleet – Rita Smith

- NIL Report

9. Pathstone Mental Health – Bill Helmeczi

- NIL Report

E. STAFF REPORTS

1. Elementary Principals – Chris Kerho

- NIL Report

2. Secondary Principals – Adele Filice

- NIL Report

3. Special Education – Danny Giancola

- The Student Support Department has recently hired two Speech and Language Pathologists (SLPs) positions, two Applied Behaviour Analysis (ABA) Lead positions and two Applied Behaviour Analysis (ABA) facilitator positions. Niagara Catholic welcomes Kelly Keighan and Brittany Iannone as the new SLPs, Julia Nicholson and Angela De Lisio as the new ABA Leads and Kayla Fuller and Darcy Fox as the new ABA facilitators.
- Our new ABA support model now includes an ABA Lead with a BCBA (Board Certified Behaviour Analyst). This new model of service will allow for Tier 3 intervention when necessary. Julia Nemcko has been designated with this new BCBA position.
- IEPs have been successfully provided to parents through the Maplewood Parent Portal. A Permission Click form has been used to obtain consent and allow parents/guardians to request further discussion regarding their child's IEP. This paperless process allows for a more efficient means of providing this important document.
- e-Lite has been launched and is now in the hands of the school staff. e-Lite is an electronic platform that allows for the creation of forms such as School-Based Teams and Case Conferences. It also allows staff to submit Requests for Student Support as well as the on-going tracking of recommendations and intervention that is provided for students.
- IPRCs have been completed for students in our Secondary Special Education class. We wish them all the very best this school year.
- Final preparation is underway for our first Gifted Program module this school year. Our Program Resource Teacher staff are working to confirm all details for this Virtual module. This is the first of its kind in Niagara Catholic. More information will soon be made available to school staff.
- BMS (Behaviour Management Systems) is being offered for necessary staff who require full and refresher training. BMS allows staff to utilize proactive strategies required to deescalate student behaviour.

F. TRUSTEE REPORTS

- NIL Report

G. STUDENT REPORT

- Serena Butera shared with the Committee Members the following update. This past month at Saint Paul Catholic High School, they have been focusing on promoting activities for student engagement through Student Council's "Halloweek" and our Pilgrimage. During Halloweek, they had a series of activities that all students could participate in, including their Pumpkin Painting Contest. Their Special Education classroom created an autism awareness pumpkin. Their remote pilgrimage is doing well. So far, students and faculty have raised over **\$5000.00**. Student Council had created a video to advertise for this event. Administration and teachers had come up with amazing incentives to encourage student participation including a costume day for our Vice Principals which occurred on **November 4, 2020**.

H. NCPIC REPORT

- NIL Report

I. NOTICES OF MOTION

- There were no Notices of Motion.

J. FUTURE MEETINGS / INFORMATION ITEMS

- Due to the COVID-19 restrictions, there is nothing to report at this time.

K. NEXT MEETING

- **Wednesday, December 2, 2020 at 6:30 pm** - format to be determined based on current COVID-19 restrictions. The Committee Members would be notified by email of the format of the meeting.

L. ADJOURNMENT

- Moved by Kerry Thomas
- Seconded by Karen Murphy

THAT the November 4, 2020 meeting of the Special Education Advisory Committee be adjourned.
CARRIED

- This meeting was adjourned at 8:40 pm.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
DECEMBER 15, 2020**

PUBLIC SESSION

**TOPIC: APPROVED MINUTES OF THE AUDIT COMMITTEE
MEETING OF SEPTEMBER 25, 2020**

RECOMMENDATION

THAT the Niagara Catholic District School Board receive the Approved Minutes of the Audit Committee Meeting of September 25, 2020, as presented for information.



MINUTES OF THE AUDIT COMMITTEE MEETING (PUBLIC SESSION)

FRIDAY, SEPTEMBER 25, 2020

Minutes of the Audit Committee Meeting (public session) of the Niagara Catholic District School Board, held on September 25, 2020, in the Father Kenneth Burns CSC at the Catholic Education Centre, 427 Rice Road, Welland.

The meeting was called to order at 10:09 a.m. by Director Camillo Cipriano in Chair Kathy Burtnik absence.

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayer was led by Camillo Cipriano.

2. Roll Call

Committee Member	Present	Present Electronically	Absent	Excused
Kathy Burtnik			✓	
Dino Sicoli	✓			
Paul Turner	✓			
Mario Falvo	✓			
Louie Finelli		✓		

Resources to the Audit Committee were in attendance:

Camillo Cipriano, Director of Education, Secretary/Treasurer
Giancarlo Vetrone, Superintendent of Business and Financial Services
Rosa Rocca, Controller of Business and Finance
Jenny Baker, Regional Internal Audit Manager
John Forte, Regional Internal Audit Team
Melanie Dugard, Grant Thornton LLP
Chris Guglielmi, Grant Thornton LLP

Staff in attendance:

Shari Bush, Recording Secretary/Administrative Assistant, Business and Financial Services

3. Election of Chairperson for the Fiscal Year 2020-2021

Camillo called for nominations for the position of Chair of the Audit Committee.
Paul Turner and Dino Sicoli nominated Kathy Burtnik.
No other nominations were made.

Director Camillo electronically informed Kathy if she wished to accept the position of Chair of the Audit Committee. Kathy Burtnik accepted the election.
Dino Sicoli will act as interim chair in her absents

4. Approval of the Public Agenda of September 25,2020

Moved by Paul Turner

THAT the Niagara Catholic Audit Committee approve the Agenda of the Audit Committee Meeting (Public Session) of Friday, September 25, 2020 as amended.

CARRIED

5. Declaration of Conflict of Interest

5.1 Declaration of Conflict of Interest Form (2020-2021)

Declaration of Conflict of Interest Form was filled out by Committee Members in attendance and those not present will email theirs to Shari Bush.

5.2 Declaration of Conflict of Interest re: Agenda (verbal)

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

6. Approval of Minutes of the Audit Committee Meeting (Public Session)

6.1 June 19, 2020

Moved by Mario Falvo

THAT the Niagara Catholic Audit Committee approve the Minutes of the Audit Committee Meeting (Public Session) of June 19, 2020.

CARRIED

B. REPORTS

1. Regional Internal Audit Status Report

1.1 Training Plan and Summary

Jenny Baker presented the Training Plan and Summary to the committee members..

1.2 Regional Internal Audit Mandate

Jenny Baker presented the Regional Internal Audit Mandate to the committee members and this was signed by Jenny Baker, Kathy Burtnik and Camillo Cipriano.

2. Advertisement of the Non Board Member Positions of the Niagara Catholic Audit Committee

Giancarlo Vetrone presented the Advertisement of the Non Board Member Positions of the Niagara Catholic Audit Committee.

C. BUSINESS IN CAMERA

The meeting was moved to the Business In-Camera Session at 10:22 a.m.

D. FUTURE MEETINGS

Next Audit Committee Meeting is November 27, 2020

E. ADJOURNMENT

Meeting was adjourned at 10:27 a.m.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
DECEMBER 15, 2020**

PUBLIC SESSION

**TITLE: EDUCATION DEVELOPMENT CHARGES (EDC) BY-LAWS
RENEWAL**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the renewal of Education Development Charge By-Law (former County of Welland) and Education Development Charge By-Law (former County of Lincoln), as presented.

Prepared by: Clark Euale, Controller of Facilities Services
Kathy Levinski, Administrator of Facilities Services

Presented by: Clark Euale, Controller of Facilities Services
Kathy Levinski, Administrator of Facilities Services
Jack Ammendolia, Watson & Associates Managing Partner
Brad Teichman, Overland LLP

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

Date: December 15, 2020



REPORT TO THE BOARD DECEMBER 15, 2020

EDUCATION DEVELOPMENT CHARGES (EDC) BY-LAWS RENEWAL

BACKGROUND INFORMATION

In June of 2015, the Niagara Catholic District School Board passed two Education Development Charge (EDC) By-Laws. One by-law applies to land in the former County of Lincoln (St. Catharines, NOTL, Grimsby/Lincoln and West Lincoln) while the second by-law applies to land in the former County of Welland (Niagara Falls, Thorold, Welland, Pelham, Wainfleet, Port Colborne and Fort Erie). The two by-laws combined cover the entire jurisdiction of the Board, which is the Region of Niagara.

The Niagara Catholic District School Board met one of two possible eligibility triggers to qualify in 2015 for an Educational Development Charges (EDC) by-law – the five year projected enrolment is greater than capacity in either the elementary or secondary panel. Niagara Catholic’s secondary panel had an average five year projected enrolment that was greater than its capacity in June 2015. The other eligibility trigger is a Reserve Fund deficit (with an existing by-law). Our current two EDC By-Laws meet this criteria.

The Board’s two existing EDC By-Laws had a maximum term of five years and would have expired on June 22, 2020 but for an amendment to the applicable legislation. On Tuesday April 14th, the Province of Ontario amended the Education Act through Bill 189; Coronavirus (COVID-19) Support and Protection Act, 2020 in order to extend the term of the EDC by-laws which would otherwise expired during the COVID-19 emergency. The legislation amendments extended the term of such by-laws to a maximum of six months after the termination of the emergency period on July 24th, 2020 thus allowing the Board an extension to January 24, 2021 to renew the by-laws; however, the Board must renew no later than five days prior to the end of the extension period because EDC by-laws come into force five days after they are passed. The Board should, therefore renew the by-laws no later than January 18th, 2021 in order to avoid a gap in the collections.

EDCs are the primary source of funding site acquisition needs where the Board is experiencing growth. The EDC is not a tax imposed on the general population, instead it is a charge that is levied on new development that is paid by the developer when a building permit is issued by the municipality. The EDC revenue collected by the municipalities is used by the Board to purchase sites for new schools. It is assumed that new homes will result in pupil growth which may require new schools and the revenue collected from the charge is used to purchase sites to accommodate new schools.

There are 27 school boards in the province with EDC By-Laws. Niagara Catholic’s co-terminous board cannot collect EDC revenue because it does not qualify. By collecting EDCs, the board is taking the burden off of the tax base – growth pays for growth. Without EDCs, boards must fund land purchases through other means such as proceeds of sale from surplus properties or request funding from the Ministry through a minimal budget for land purchases with 72 boards competing for site purchase allocations.

Jack Ammendolia, Watson & Associates – Managing Partner and Director, Education and Brad Teichman, EDC Solicitor – Overland LLP, have been involved with our Board throughout the process that resulted in the current EDC by-laws. Mr. Ammendolia and Mr. Teichman will be in attendance as part of this report.

The following steps have been undertaken in order to meet the original June 22, 2020 deadline for EDC By-Laws renewal:

1. Demographic projections have been completed;
2. The process for land/site identification and purchase for land in Niagara Falls and Grimsby/Lincoln is underway/completed;
3. Notification to municipalities/stakeholders advising that the Board is beginning the process of by-law renewal;
4. The EDC Background Study was submitted to the Ministry of Education for review on Tuesday April 14th, 2020 and addendum on July 17, 2020. The EDC Background study is being reviewed by the Ministry and approval by the Minister is expected prior to distribution of this report;
5. Information for stakeholders posted on Board website and/or emailed;
6. Two public meetings were held on November 10, 2020;
7. Information and updates on the EDC By-Laws renewal process have been provided to Trustees.

EXEMPTIONS FROM EDC BY-LAW CHARGES

The following types of institutional development are exempt from paying EDCs:

1. Long-term care homes;
2. Retirement homes;
3. Private schools;
4. Publicly-assisted universities and colleges;
5. Indigenous Institutes;
6. Memorial homes, clubhouses or athletic grounds of the Royal Canadian Legion;
7. Hospices; and
8. Child care centres.

The Board also exempts hospitals and lands located in areas designated by municipalities as Community Improvement Plan.

TERM OF THE EDC BY-LAWS

Staff Recommendation:

Staff and the Board’s EDC consultant and legal counsel recommend that the term of the EDC by-laws be set at five years which is the maximum permitted under the governing legislation.

DIFFERENTIAL/UNIFORM RATES

Boards can collect EDCs either at a uniform rate for all types of development or differential rates which provide a varying scale for low, medium and high density development. There is no non-residential component to the Niagara Catholic EDC charge.

	Former County of Lincoln			Former County of Welland		
Type of Development	% Density	by Differential Rate	Uniform Rate	% Density	by Differential Rate	Uniform Rate

Low Density (singles/semis)	40%	\$792	\$486	56%	\$526	\$391
Medium Density (townhouses)	30%	\$397	\$486	30%	\$263	\$391
High Density (apartments)	30%	\$158	\$486	14%	\$106	\$391

Staff Recommendation:

Staff and legal counsel recommend that the Board impose a uniform charge for all types of development consistent with other EDC by-laws in the Province.

AREA SPECIFIC vs JURISDICTION WIDE RATES

The existing 2015 EDC by-laws were appealed to the former Ontario Municipal Board now known as Local Planning Appeals Tribunal (LPAT). The appeals were settled and as part of the settlement, the Board agreed to consider the impact of area specific EDC by-laws for the municipalities of Niagara Falls, Grimsby and Lincoln in 2020.

An analysis was undertaken by Jack Ammendolia to provide the Board of Trustees with adequate data pertaining to area-specific EDC by-laws as an alternative to region-wide by-laws (the former Counties of Welland and Lincoln) see below.

The Board’s economic consultant, Jack Ammendolia, has prepared two analyses; one for an area specific charge that would apply in the Towns of Grimsby and Lincoln (former County of Lincoln) and a second for the City of Niagara Falls (former County of Welland). Mr. Ammendolia identified these municipalities as the basis for his analyses as they are the only two areas that are experiencing significant growth related site needs.

	Existing 2015 EDC Rate	Proposed Jurisdiction-Wide EDC Rate	Area-Specific Rate	Difference Between Jurisdiction-Wide Rate & Area-Specific Rate	Year 1 Phase-In Rate of Proposed Area-Specific Rate	Year 5 Phase-In Rate of Area Specific Rate
Former Lincoln by-law area	\$ 186	\$ 486	\$ 1,935	\$ 1,449	\$ 486	\$ 1,686
Former Welland by-law area	\$ 172	\$ 391	\$ 890	\$ 499	\$ 472	\$ 890

Towns of Grimsby and Lincoln

The area specific analysis for the Towns of Grimsby and Lincoln indicates a charge of \$1,935.00 per dwelling unit compared to the indicated region-wide EDC of \$486.00 per dwelling unit. The area specific rate would be \$1,449.00 greater or almost four times more.

The EDC Regulation prescribes a gradual phase-in of the indicated area specific EDC rate. In accordance with the phase-in, the maximum rate the Board could charge in the first year of a replacement by-law would be \$486.00, \$786.00 in the second year, \$1,086.00 in the third year, \$1,386.00 in the fourth year, and \$1,686.00 in the fifth year. Niagara Catholic would not be able to realize the indicated maximum of \$1,935.00 during the five year term of an area specific by-law.

The starting point for the phase-in is \$186.00, which is the charge imposed under the 2015 by-law.

The application of the phase-in rates would result in a significant financial shortfall, which the Board would have to recover from development solely in the Towns of Grimsby and Lincoln under an area specific scenario. A region-wide by-law would allow the Board to collect the more modest maximum charge of \$486.00 throughout the five year term.

City of Niagara Falls

The second area specific analysis concerns the City of Niagara Falls where the Board’s other growth related site needs exist. In this scenario, the indicated area specific EDC rate would be \$890.00 per dwelling unit compared with the indicated region-wide rate of \$391.00 per dwelling unit. The difference is \$499.00, or the area specific rate would be more than two times greater than the indicated region-wide rate.

Similar to the Grimsby/Lincoln analysis, the phase-in of an area specific EDC for the City of Niagara Falls would prevent the Board from achieving the maximum EDC rate until the third year of the by-law: first year - \$472.00, second year - \$772.00, third to fifth years - \$890.00.

The starting point for the phase-in is \$172.00, which is the charge imposed under the 2015 by-law.

The deferred implementation of the maximum rate would create a shortfall that could only be recovered from development in the City of Niagara Falls. A region-wide by-law, in contrast, would permit the Board to realize the indicated maximum charge of \$391.00 throughout the five year term.

Staff Recommendation:

Staff and legal counsel recommend jurisdiction wide rates for both by-laws. It is more consistent with the Board’s practice of equal access to all school facilities for pupils. A jurisdiction wide application of the EDCs is consistent with the approach used to fund education costs under the Provincial funding model, i.e. the pupil foundation grant. A jurisdiction wide by-law also affords the Board flexibility to respond to changing accommodation needs and allows funds to be used across the jurisdiction as needs arise. It is also easier to administer for the Board and the municipalities.

Recommended Jurisdiction-Wide Rates:

AREA	2015 EDC RATE	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	MAXIMUM RATE
former Lincoln area by-law 1	\$ 186	\$ 486	\$ 486	\$ 486	\$ 486	\$ 486	\$ 486
former Welland area by-law 2	\$ 172	\$ 391	\$ 391	\$ 391	\$ 391	\$ 391	\$ 391

PUBLIC FEEDBACK ON EDC BY-LAWS RENEWAL

The consultant has kept stakeholders such as the area Municipalities and development organizations aware of the Board’s intentions and provided information as required. The Board has also a public meeting regarding the proposed new by-laws and to date there has been no feedback related to any aspect of the EDC By-Laws Renewal process.

SUMMARY

The Board has committed EDC revenues for land purchases in both Niagara Falls and Lincoln. The Board’s EDC By-Laws for both Welland and Lincoln are eligible for renewal as the applicable EDC accounts are in a deficit position.

Board EDC legal counsel has drafted proposed EDC by-laws for approval - see attached Appendix A: Education Development Charge By-Law (former County of Welland) and Appendix B: Education Development Charge By-Law (former County of Lincoln).

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the renewal of Education Development Charge By-Law (former County of Welland) and Education Development Charge By-Law (former County of Lincoln), as presented.

Prepared by: Clark Euale, Controller of Facilities Services
Kathy Levinski, Administrator of Facilities Services

Presented by: Clark Euale, Controller of Facilities Services
Kathy Levinski, Administrator of Facilities Services
Jack Ammendolia, Watson & Associates Managing Partner
Brad Teichman, Overland LLP

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

Date: December 15, 2020

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
EDUCATION DEVELOPMENT CHARGES BY-LAW
(Former County of Welland)

A by-law for the imposition of education development charges

WHEREAS section 257.54 (1) of the *Education Act* provides that a district school board may pass by-laws for the imposition of education development charges against land in its area of jurisdiction undergoing residential development if there is residential development in the area of jurisdiction of the district school board that would increase education land costs and the residential development requires one or more of the actions identified in section 257.54(2) of the *Education Act*;

AND WHEREAS the Niagara Catholic District School Board has referred to the Minister of Education the following estimates for approval:

- (i) the total number of new school pupils and the number of existing school pupil places that could reasonably be used to accommodate those new school pupils, for each of the 15 years immediately following the day the Board intends to have this by-law come into force;
- (ii) the total number of new school pupils who were or who are, for each of the years referred to in paragraph (i), expected to be generated by new dwelling units that were, since July 1, 2015, built in the area in which the charges are to be imposed under this by-law;
- (iii) the number of existing and planned school pupil places that could reasonably be used to accommodate the estimated total number of new school pupils referred to in paragraph (ii); and,
- (iv) the number of school sites used by the Board to determine the net education land cost to be recovered in the 15-year period immediately following the day the Board intends to have this by-law come into force;

which estimates the Minister of Education approved on December ●, 2020 in accordance with section 10 of Ontario Regulation 20/98;

AND WHEREAS the Niagara Catholic District School Board has satisfied the conditions prescribed by section 10 of Ontario Regulation 20/98 in order for it to pass an education development charge by-law;

AND WHEREAS the Niagara Catholic District School Board has given a copy of the education development charge background study relating to this by-law to the Minister of Education and to each school board having jurisdiction within the area to which this by-law applies;

AND WHEREAS the Niagara Catholic District School Board has given notice of and held a public meeting on November 10, 2020, in accordance with section 257.60(2) of the *Education Act*;

AND WHEREAS the Niagara Catholic District School Board has given notice and held public meetings on November 10 and December 15, 2020, in accordance with section 257.63(1) of the *Education Act* and permitted any person who attended the public meetings to make representations in respect of the proposed education development charges;

AND WHEREAS the Niagara Catholic District School Board has determined in accordance with section 257.63(3) of the *Education Act* that no additional public meeting is necessary in respect of this by-law;

NOW THEREFORE THE NIAGARA CATHOLIC DISTRICT SCHOOL BOARD HEREBY ENACTS AS FOLLOWS:

PART I

APPLICATION

Defined Terms

1. In this by-law,
 - (a) “Act” means the *Education Act*, R.S.O. 1990, c.E.2, as amended, or a successor statute;
 - (b) “agricultural use” means lands, buildings or structures used, or designed or intended for use for the purpose of a *bona fide* farming operation including, but not limited to, animal husbandry, dairying, fallow, field crops, removal of sod, forestry, fruit farming, horticulture, market gardening, pasturage, poultry keeping and any other activities customarily carried on in the field of agriculture;
 - (c) “Board” means the Niagara Catholic District School Board;
 - (d) “development” includes redevelopment;
 - (e) “dwelling unit” means a room or suite of rooms used, or designed or intended for use by one person or persons living together in which culinary and sanitary facilities are provided for the exclusive use of such person or persons, and shall include, but is not limited to, a dwelling unit or units in an apartment, group home, mobile home,

duplex, triplex, semi-detached dwelling, single detached dwelling, stacked townhouse and townhouse;

- (f) “education land costs” means costs incurred or proposed to be incurred by the Board,
 - (i) to acquire land or an interest in land, including a leasehold interest, to be used by the Board to provide pupil accommodation;
 - (ii) to provide services to the land or otherwise prepare the site so that a building or buildings may be built on the land to provide pupil accommodation;
 - (iii) to prepare and distribute education development charge background studies as required under the Act;
 - (iv) as interest on money borrowed to pay for costs described in paragraphs (i) and (ii); and
 - (v) to undertake studies in connection with an acquisition referred to in paragraph (i).
- (g) “education development charge” means charges imposed pursuant to this by-law in accordance with the Act;
- (h) “local board” means a local board as defined in the *Municipal Affairs Act*, other than a board defined in section 257.53(1) of the Act;
- (i) “mixed use” means land, buildings or structures used, or designed or intended for use, for a combination of non-residential and residential uses;
- (j) “non-residential use” means lands, buildings or structures or portions thereof used, or designed or intended for use for other than residential use, and includes, but is not limited to, an office, retail, industrial or institutional use;
- (k) “*Planning Act*” means the *Planning Act*, R.S.O. 1990, c. P.13, as amended;
- (l) “Region” means the Regional Municipality of Niagara;
- (m) “Regulation” means Ontario Regulation 20/98, as amended, made under the Act;
- (n) “residential development” means lands, buildings or structures developed or to be developed for residential use;
- (o) “residential use” means lands, buildings or structures used, or designed or intended for use as a dwelling unit or units, and shall include a residential use accessory to a

non-residential use and the residential component of a mixed use or of an agricultural use.

2. In this by-law where reference is made to a statute or a section of a statute such reference is deemed to be a reference to any successor statute or section.

Lands Affected

3. (1) Subject to sections 3(2) to 3(6), inclusive, this by-law applies to all lands in the City of Niagara Falls, City of Welland, City of Port Colborne, City of Thorold, Town of Fort Erie, Town of Pelham, and Township of Wainfleet.
- (2) This by-law shall not apply to lands that are owned by and are used for the purposes of:
 - (a) the Region or a local board thereof;
 - (b) a municipality or a local board thereof;
 - (c) a board as defined in section 257.53(1) of the Act;
 - (d) a public hospital receiving aid under the *Public Hospitals Act*, R.S.O. 1990, c. P.40;
- (3) Subject to subsection (4), an owner shall be exempt from education development charges if a development on its lands would construct, erect, or place a building or structure, or make an addition or alteration to a building or structure for one of the following purposes:
 - (a) a private school;
 - (b) a long-term care home, as defined in the *Long-Term Care Homes Act, 2007*, S.O. 2007, c. 8, as amended;
 - (c) a retirement home, as defined in the *Retirement Homes Act, 2010*, S.O. 2010, c. 11, as amended;
 - (d) a hospice or other facility that provides palliative care services;
 - (e) a child care centre, as defined in the *Child Care and Early Years Act, 2014*, S.O. 2014, c. 11, Sched. 1, as amended; or
 - (f) a memorial home, clubhouse or athletic grounds owned by the Royal Canadian Legion.

- (4) If only a portion of a building or structure, or an addition or alteration to a building or structure, referred to in subsection (3) will be used for a purpose identified in that subsection, only that portion of the building, structure, addition or alteration is exempt from an education development charge.
- (5) An owner shall be exempt from education development charges if the owner is,
 - (a) a college of applied arts and technology established under the *Ontario Colleges of Applied Arts and Technology Act, 2002*, S.O. 2002, c. 8, Sched. F, as amended;
 - (b) a university that receives regular and ongoing operating funds from the Government of Ontario for the purposes of post-secondary education;
 - (c) an Indigenous Institute prescribed for the purposes of section 6 of the *Indigenous Institutes Act, 2017*, S.O. 2017, c. 34, Sched. 20, as amended;
- (6) This by-law shall not apply to lands within a community improvement project area designated under Section 28 of the *Planning Act* that are outlined by heavy lines on Schedules A, B, C, D, E, F, G, H, I, J and K attached to this by-law.

Approvals for Development

4. (1) Education development charges shall be imposed against all lands, buildings or structures undergoing residential development if the development requires one or more of the following:
 - a) the passing of a zoning by-law or of an amendment thereto under section 34 of the *Planning Act*;
 - b) the approval of a minor variance under section 45 of the *Planning Act*;
 - c) a conveyance of land to which a by-law passed under subsection 50(7) of the *Planning Act* applies;
 - d) the approval of a plan of subdivision under section 51 of the *Planning Act*;
 - e) a consent under section 53 of the *Planning Act*;
 - f) the approval of a description under section 9 of the *Condominium Act, 1998*, S.O. 1998, c. 19; or
 - g) the issuing of a permit under the *Building Code Act, 1992*, S.O. 1992, c. 23 in relation to a building or structure.
- (2) In respect of a particular development an education development charge will be collected once, but this does not prevent the application of this by-law to future development on the same property.

5. The Board has determined that the residential development of land to which this by-law applies increases education land costs.

Categories of Development and Uses of Land Subject to Education Development Charges

6. Subject to the provisions of this by-law, education development charges shall be imposed upon all categories of residential development.
7. Subject to the provisions of this by-law, education development charges shall be imposed upon all residential uses of land, buildings or structures.

PART II

EDUCATION DEVELOPMENT CHARGES

Residential Education Development Charges

8. Subject to the provisions of this by-law, an education development charge of \$391.00 per dwelling unit shall be imposed upon the designated categories of residential development and the designated residential uses of land, buildings or structures, including a dwelling unit accessory to a non-residential use, and, in the case of a mixed-use building or structure, upon the dwelling units in the mixed-use building or structure.

Exemptions from Residential Education Development Charges

9. (1) In this section,
 - (a) “gross floor area” means the total floor area, measured between the outside of exterior walls or between the outside of exterior walls and the centre line of party walls dividing the building from another building, of all floors above the average level of finished ground adjoining the building at its exterior walls;
 - (b) “other residential building” means a residential building not in another class of residential building described in this section;
 - (c) “semi-detached or row dwelling” means a residential building consisting of one dwelling unit having one or two vertical walls, but no other parts, attached to another structure;
 - (d) “single detached dwelling” means a residential building consisting of one dwelling unit that is not attached to another building.
- (2) Subject to sections 9(3) and (4), education development charges shall not be imposed with respect to,

- (a) the enlargement of an existing dwelling unit that does not create an additional dwelling unit;
 - (b) the creation of one or two additional dwelling units in an existing single detached dwelling; or
 - (c) the creation of one additional dwelling unit in a semi-detached dwelling, a row dwelling, or any other residential building.
- (3) Notwithstanding section 9(2)(b), education development charges shall be imposed in accordance with section 8 if the total gross floor area of the additional unit or two additional dwelling units exceeds the gross floor area of the existing single detached dwelling.
- (4) Notwithstanding section 9(2)(c), education development charges shall be imposed in accordance with section 8 if the additional dwelling unit has a gross floor area greater than,
- (a) in the case of a semi-detached or row dwelling, the gross floor area of the existing dwelling unit; or
 - (b) in the case of any other residential building, the gross floor area of the smallest dwelling unit already contained in the residential building.
10. (1) Education development charges under section 8 shall not be imposed with respect to the replacement, on the same site, of a dwelling unit that was destroyed by fire, demolition or otherwise, or that was so damaged by fire, demolition or otherwise as to render it uninhabitable.
- (2) Notwithstanding section 10(1), education development charges shall be imposed in accordance with section 8 if the building permit for the replacement dwelling unit is issued more than 5 years after,
- (a) the date the former dwelling unit was destroyed or became uninhabitable; or
 - (b) if the former dwelling unit was demolished pursuant to a demolition permit issued before the former dwelling unit was destroyed or became uninhabitable, the date the demolition permit was issued.
- (3) Notwithstanding section 10(1), education development charges shall be imposed in accordance with section 8 against any dwelling unit or units on the same site in addition to the dwelling unit or units being replaced. The onus is on the applicant to produce evidence to the satisfaction of the Board, acting reasonably, to establish the number of dwelling units being replaced.

PART III

ADMINISTRATION

Payment of Education Development Charges

11. Education development charges are payable in full to the municipality in which the development takes place on the date a building permit is issued in relation to a building or structure on land to which this education development charge by-law applies.
12. The treasurer of the Board shall establish and maintain an educational development charge account in accordance with the Act, the Regulation and this by-law.

Payment by Services

13. Notwithstanding the payments required under section 11, and subject to section 257.84 of the Act, the Board may, by agreement, permit an owner to provide land for pupil accommodation in lieu of the payment of all or a part of the education development charges.

Collection of Unpaid Education Development Charges

14. Section 349 of the *Municipal Act, 2001* applies with necessary modifications with respect to an education development charge or any part of it that remains unpaid after it is payable.

Date By-law In Force

15. This by-law shall come into force on December 20, 2020.

Date By-law Expires

16. This by-law shall expire five years after the date it comes into force, unless it is repealed at an earlier date.

Repeal

17. The Niagara Catholic District School Board Education Development Charges By-Law, 2015 (Former Welland County) is repealed on the day this by-law comes into force.

Severability

18. In the event any provision, or part thereof, of this by-law is found by a court of competent jurisdiction to be ultra vires, such provision, or part thereof, shall be deemed to be severed, and the remaining portion of such provision and all other provisions of this by-law shall remain in full force and effect.

Interpretation

19. Nothing in this by-law shall be construed so as to commit or require the Board to authorize or proceed with any capital project at any time.

Short Title

20. This by-law may be cited as the Niagara Catholic District School Board Education Development Charges By-Law, 2020 (Former Welland County).

ENACTED AND PASSED this 15th day of December, 2020.

Larry Huibers,
Chairperson

Camillo Cipriano,
Director of Education/Secretary
Treasurer

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
EDUCATION DEVELOPMENT CHARGES BY-LAW
(Former County of Lincoln)

A by-law for the imposition of education development charges

WHEREAS section 257.54 (1) of the *Education Act* provides that a district school board may pass by-laws for the imposition of education development charges against land in its area of jurisdiction undergoing residential development if there is residential development in the area of jurisdiction of the district school board that would increase education land costs and the residential development requires one or more of the actions identified in section 257.54(2) of the *Education Act*;

AND WHEREAS the Niagara Catholic District School Board has referred to the Minister of Education the following estimates for approval:

- (i) the total number of new school pupils and the number of existing school pupil places that could reasonably be used to accommodate those new school pupils, for each of the 15 years immediately following the day the Board intends to have this by-law come into force;
- (ii) the total number of new school pupils who were or who are, for each of the years referred to in paragraph (i), expected to be generated by new dwelling units that were, since June 22, 2015, built in the area in which the charges are to be imposed under this by-law;
- (iii) the number of existing and planned school pupil places that could reasonably be used to accommodate the estimated total number of new school pupils referred to in paragraph (ii); and,
- (iv) the number of school sites used by the Board to determine the net education land cost to be recovered in the 15-year period immediately following the day the Board intends to have this by-law come into force;

which estimates the Minister of Education approved on December ●, 2020 in accordance with section 10 of Ontario Regulation 20/98;

AND WHEREAS the Niagara Catholic District School Board has satisfied the conditions prescribed by section 10 of Ontario Regulation 20/98 in order for it to pass an education development charge by-law;

AND WHEREAS the Niagara Catholic District School Board has given a copy of the education development charge background study relating to this by-law to the Minister of Education and to each school board having jurisdiction within the area to which this by-law applies;

AND WHEREAS the Niagara Catholic District School Board has given notice of and held a public meeting on November 10, 2020, in accordance with section 257.60(2) of the *Education Act*;

AND WHEREAS the Niagara Catholic District School Board has given notice and held public meetings on November 10 and December 15, 2020, in accordance with section 257.63(1) of the *Education Act* and permitted any person who attended the public meetings to make representations in respect of the proposed education development charges;

AND WHEREAS the Niagara Catholic District School Board has determined in accordance with section 257.63(3) of the *Education Act* that no additional public meeting is necessary in respect of this by-law;

NOW THEREFORE THE NIAGARA CATHOLIC DISTRICT SCHOOL BOARD HEREBY ENACTS AS FOLLOWS:

PART I

APPLICATION

Defined Terms

1. In this by-law,
 - (a) “Act” means the *Education Act*, R.S.O. 1990, c.E.2, as amended, or a successor statute;
 - (b) “agricultural use” means lands, buildings or structures used, or designed or intended for use for the purpose of a *bona fide* farming operation including, but not limited to, animal husbandry, dairying, fallow, field crops, removal of sod, forestry, fruit farming, horticulture, market gardening, pasturage, poultry keeping and any other activities customarily carried on in the field of agriculture;
 - (c) “Board” means the Niagara Catholic District School Board;
 - (d) “development” includes redevelopment;
 - (e) “dwelling unit” means a room or suite of rooms used, or designed or intended for use by one person or persons living together in which culinary and sanitary facilities are provided for the exclusive use of such person or persons, and shall include, but is not limited to, a dwelling unit or units in an apartment, group home, mobile home,

duplex, triplex, semi-detached dwelling, single detached dwelling, stacked townhouse and townhouse;

- (f) “education land costs” means costs incurred or proposed to be incurred by the Board,
 - (i) to acquire land or an interest in land, including a leasehold interest, to be used by the Board to provide pupil accommodation;
 - (ii) to provide services to the land or otherwise prepare the site so that a building or buildings may be built on the land to provide pupil accommodation;
 - (iii) to prepare and distribute education development charge background studies as required under the Act;
 - (iv) as interest on money borrowed to pay for costs described in paragraphs (i) and (ii); and
 - (v) to undertake studies in connection with an acquisition referred to in paragraph (i).
- (g) “education development charge” means charges imposed pursuant to this by-law in accordance with the Act;
- (h) “local board” means a local board as defined in the *Municipal Affairs Act*, other than a board defined in section 257.53(1) of the Act;
- (i) “mixed use” means land, buildings or structures used, or designed or intended for use, for a combination of non-residential and residential uses;
- (j) “non-residential use” means lands, buildings or structures or portions thereof used, or designed or intended for use for other than residential use, and includes, but is not limited to, an office, retail, industrial or institutional use;
- (k) “*Planning Act*” means the *Planning Act*, R.S.O. 1990, c. P.13, as amended;
- (l) “Region” means the Regional Municipality of Niagara;
- (m) “Regulation” means Ontario Regulation 20/98, as amended, made under the Act;
- (n) “residential development” means lands, buildings or structures developed or to be developed for residential use;
- (o) “residential use” means lands, buildings or structures used, or designed or intended for use as a dwelling unit or units, and shall include a residential use accessory to a

non-residential use and the residential component of a mixed use or of an agricultural use.

2. In this by-law where reference is made to a statute or a section of a statute such reference is deemed to be a reference to any successor statute or section.

Lands Affected

3. (1) Subject to sections 3(2) and 3(6), inclusive, this by-law applies to all lands in the City of St. Catharines, Town of Grimsby, Town of Lincoln, Town of Niagara-on-the-Lake, and Township of West Lincoln.
- (2) This by-law shall not apply to lands that are owned by and are used for the purposes of:
 - (a) the Region or a local board thereof;
 - (b) a municipality or a local board thereof;
 - (c) a board as defined in section 257.53(1) of the Act;
 - (d) a public hospital receiving aid under the *Public Hospitals Act*, R.S.O. 1990, c. P.40;
- (3) Subject to subsection (4), an owner shall be exempt from education development charges if a development on its lands would construct, erect, or place a building or structure, or make an addition or alteration to a building or structure for one of the following purposes:
 - (a) a private school;
 - (b) a long-term care home, as defined in the *Long-Term Care Homes Act, 2007*, S.O. 2007, c. 8, as amended;
 - (c) a retirement home, as defined in the *Retirement Homes Act, 2010*, S.O. 2010, c. 11, as amended;
 - (d) a hospice or other facility that provides palliative care services;
 - (e) a child care centre, as defined in the *Child Care and Early Years Act, 2014*, S.O. 2014, c. 11, Sched. 1, as amended; or
 - (f) a memorial home, clubhouse or athletic grounds owned by the Royal Canadian Legion.

- (4) If only a portion of a building or structure, or an addition or alteration to a building or structure, referred to in subsection (3) will be used for a purpose identified in that subsection, only that portion of the building, structure, addition or alteration is exempt from an education development charge.
- (5) An owner shall be exempt from education development charges if the owner is,
 - (a) a college of applied arts and technology established under the *Ontario Colleges of Applied Arts and Technology Act, 2002*, S.O. 2002, c. 8, Sched. F, as amended;
 - (b) a university that receives regular and ongoing operating funds from the Government of Ontario for the purposes of post-secondary education;
 - (c) an Indigenous Institute prescribed for the purposes of section 6 of the *Indigenous Institutes Act, 2017*, S.O. 2017, c. 34, Sched. 20, as amended;
- (6) This by-law shall not apply to lands within a community improvement project area designated under Section 28 of the *Planning Act* that are outlined by heavy lines on Schedules A, B, C, D, E and F attached to this by-law.

Approvals for Development

4. (1) Education development charges shall be imposed against all lands, buildings or structures undergoing residential development if the development requires one or more of the following:
 - a) the passing of a zoning by-law or of an amendment thereto under section 34 of the *Planning Act*;
 - b) the approval of a minor variance under section 45 of the *Planning Act*;
 - c) a conveyance of land to which a by-law passed under subsection 50(7) of the *Planning Act* applies;
 - d) the approval of a plan of subdivision under section 51 of the *Planning Act*;
 - e) a consent under section 53 of the *Planning Act*;
 - f) the approval of a description under section 9 of the *Condominium Act, 1998*, S.O. 1998, c. 19; or
 - g) the issuing of a permit under the *Building Code Act, 1992*, S.O. 1992, c. 23 in relation to a building or structure.
- (2) In respect of a particular development an education development charge will be collected once, but this does not prevent the application of this by-law to future development on the same property.

5. The Board has determined that the residential development of land to which this by-law applies increases education land costs.

Categories of Development and Uses of Land Subject to Education Development Charges

6. Subject to the provisions of this by-law, education development charges shall be imposed upon all categories of residential development.
7. Subject to the provisions of this by-law, education development charges shall be imposed upon all residential uses of land, buildings or structures.

PART II

EDUCATION DEVELOPMENT CHARGES

Residential Education Development Charges

8. Subject to the provisions of this by-law, an education development charge of \$486.00 per dwelling unit shall be imposed upon the designated categories of residential development and the designated residential uses of land, buildings or structures, including a dwelling unit accessory to a non-residential use, and, in the case of a mixed-use building or structure, upon the dwelling units in the mixed-use building or structure.

Exemptions from Residential Education Development Charges

9. (1) In this section,
 - (a) “gross floor area” means the total floor area, measured between the outside of exterior walls or between the outside of exterior walls and the centre line of party walls dividing the building from another building, of all floors above the average level of finished ground adjoining the building at its exterior walls;
 - (b) “other residential building” means a residential building not in another class of residential building described in this section;
 - (c) “semi-detached or row dwelling” means a residential building consisting of one dwelling unit having one or two vertical walls, but no other parts, attached to another structure;
 - (d) “single detached dwelling” means a residential building consisting of one dwelling unit that is not attached to another building.
- (2) Subject to sections 9(3) and (4), education development charges shall not be imposed with respect to,

- (a) the enlargement of an existing dwelling unit that does not create an additional dwelling unit;
 - (b) the creation of one or two additional dwelling units in an existing single detached dwelling; or
 - (c) the creation of one additional dwelling unit in a semi-detached dwelling, a row dwelling, or any other residential building.
- (3) Notwithstanding section 9(2)(b), education development charges shall be imposed in accordance with section 8 if the total gross floor area of the additional unit or two additional dwelling units exceeds the gross floor area of the existing single detached dwelling.
- (4) Notwithstanding section 9(2)(c), education development charges shall be imposed in accordance with section 8 if the additional dwelling unit has a gross floor area greater than,
- (a) in the case of a semi-detached or row dwelling, the gross floor area of the existing dwelling unit; or
 - (b) in the case of any other residential building, the gross floor area of the smallest dwelling unit already contained in the residential building.
10. (1) Education development charges under section 8 shall not be imposed with respect to the replacement, on the same site, of a dwelling unit that was destroyed by fire, demolition or otherwise, or that was so damaged by fire, demolition or otherwise as to render it uninhabitable.
- (2) Notwithstanding section 10(1), education development charges shall be imposed in accordance with section 8 if the building permit for the replacement dwelling unit is issued more than 5 years after,
- (a) the date the former dwelling unit was destroyed or became uninhabitable; or
 - (b) if the former dwelling unit was demolished pursuant to a demolition permit issued before the former dwelling unit was destroyed or became uninhabitable, the date the demolition permit was issued.
- (3) Notwithstanding section 10(1), education development charges shall be imposed in accordance with section 8 against any dwelling unit or units on the same site in addition to the dwelling unit or units being replaced. The onus is on the applicant to produce evidence to the satisfaction of the Board, acting reasonably, to establish the number of dwelling units being replaced.

PART III

ADMINISTRATION

Payment of Education Development Charges

11. Education development charges are payable in full to the municipality in which the development takes place on the date a building permit is issued in relation to a building or structure on land to which this education development charge by-law applies.
12. The treasurer of the Board shall establish and maintain an educational development charge account in accordance with the Act, the Regulation and this by-law.

Payment by Services

13. Notwithstanding the payments required under section 11, and subject to section 257.84 of the Act, the Board may, by agreement, permit an owner to provide land for pupil accommodation in lieu of the payment of all or a part of the education development charges.

Collection of Unpaid Education Development Charges

14. Section 349 of the *Municipal Act, 2001* applies with necessary modifications with respect to an education development charge or any part of it that remains unpaid after it is payable.

Date By-law In Force

15. This by-law shall come into force on December 20, 2020.

Date By-law Expires

16. This by-law shall expire five years after the date it comes into force, unless it is repealed at an earlier date.

Repeal

17. The Niagara Catholic District School Board Education Development Charges By-Law, 2015 (Former Lincoln County) is repealed on the day this by-law comes into force.

Severability

18. In the event any provision, or part thereof, of this by-law is found by a court of competent jurisdiction to be ultra vires, such provision, or part thereof, shall be deemed to be severed, and the remaining portion of such provision and all other provisions of this by-law shall remain in full force and effect.

Interpretation

19. Nothing in this by-law shall be construed so as to commit or require the Board to authorize or proceed with any capital project at any time.

Short Title

20. This by-law may be cited as the Niagara Catholic District School Board Education Development Charges By-Law, 2020 (Former Lincoln County).

ENACTED AND PASSED this 15th day of December, 2020.

Larry Huibers,
Chairperson

Camillo Cipriano,
Director of Education/Secretary
Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
DECEMBER 15, 2020**

PUBLIC SESSION

**TITLE: EDUCATION DEVELOPMENT CHARGE BY-LAW
BORROWING RESOLUTION**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Borrowing Resolution for signing and sealing by the Chair of the Board and the Secretary of the Board.

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

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

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

Date: December 15, 2020



REPORT TO THE BOARD DECEMBER 15, 2020

EDUCATION DEVELOPMENT CHARGE BY-LAW BORROWING RESOLUTION

BACKGROUND

An Education Development Charge (EDC) By-law borrowing resolution is required by the Canadian Imperial Bank of Commerce in order for the Board to borrow money to finance growth-related education land costs and to cover cash flow. We are requesting a banking resolution for a demand loan amount up to \$12.0 million for education development charges.

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

APPENDIX A Copy of the proposed Borrowing Resolution.

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Borrowing Resolution for signing and sealing by the Chair of the Board and Secretary of the Board.

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

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

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

Date: December 15, 2020

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD

BORROWING RESOLUTION

A RESOLUTION AUTHORIZING THE NIAGARA CATHOLIC DISTRICT SCHOOL BOARD TO BORROW MONEY PURSUANT TO THE PROVISIONS OF THE EDUCATION ACT TO FINANCE GROWTH-RELATED EDUCATION LAND COSTS AS PER THE BOARD'S EDUCATION DEVELOPMENT CHARGE BY-LAW.

WHEREAS:

- A. The Board has authorized the growth-related education land costs as detailed in the Board Report accompanying this Resolution;
- B. The Board wishes to apply to the Canadian Imperial Bank of Commerce ("CIBC") for a capital loan/line of credit for the purpose of financing the growth-related education land costs;
- C. The total cost of the related capital projects is within the Board's Debt and Financial Obligation Limit as established by the Ministry of Education and Training.

THEREFORE, BE IT RESOLVED as follows:

- 1. The Chair of the Board and Director of Education are authorized on behalf of the Board to borrow up to \$12M for growth-related education land costs in accordance with the Act, plus interest.
- 2. The Chair of the Board and Director of Education are authorized for and on behalf of the Board to execute and deliver all such documents to do such other acts and things as may be necessary to give full effect of this resolution.

WE HEREBY CERTIFY that the foregoing is a true and complete copy of a Resolution of the Board in the Province of Ontario duly passed at a meeting of the Board and that this Resolution is in force and full effect.

Dated this 15 day of December 2020.

Larry Huibers, Chair of the Board

Camillo Cipriano, Director of Education

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
DECEMBER 15, 2020**

PUBLIC SESSION

TITLE: IT SERVICES RESPONSE TO THE COVID-19 PANDEMIC

The IT Services Response to the COVID-19 Pandemic report is presented for information.

Prepared by: Giancarlo Vetrone, Superintendent of Business & Financial Services
Grant Frost, Chief Information Officer

Presented by: Giancarlo Vetrone, Superintendent of Business & Financial Services
Grant Frost, Chief Information Officer

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

Date: December 15, 2020

Niagara Catholic District School Board

IT Services Response to the COVID-19 Pandemic

Overall Perspective

- Even in normal times, IT Services is mostly running over capacity without exception.
- Demand has continued to outstrip capacity due to many factors
- Because of COVID-19, staff, students, parents, partners, community services and public facing services of Niagara Catholic has increased their dependence due to:
 - Work moving remotely
 - Instruction moving remotely
 - Rapid Development and Buildout of Virtual Schools
 - Increased demand for technology
 - Increased demand for technical support
 - Increased demand for software development

IT Services Project Breakdown During Pandemic

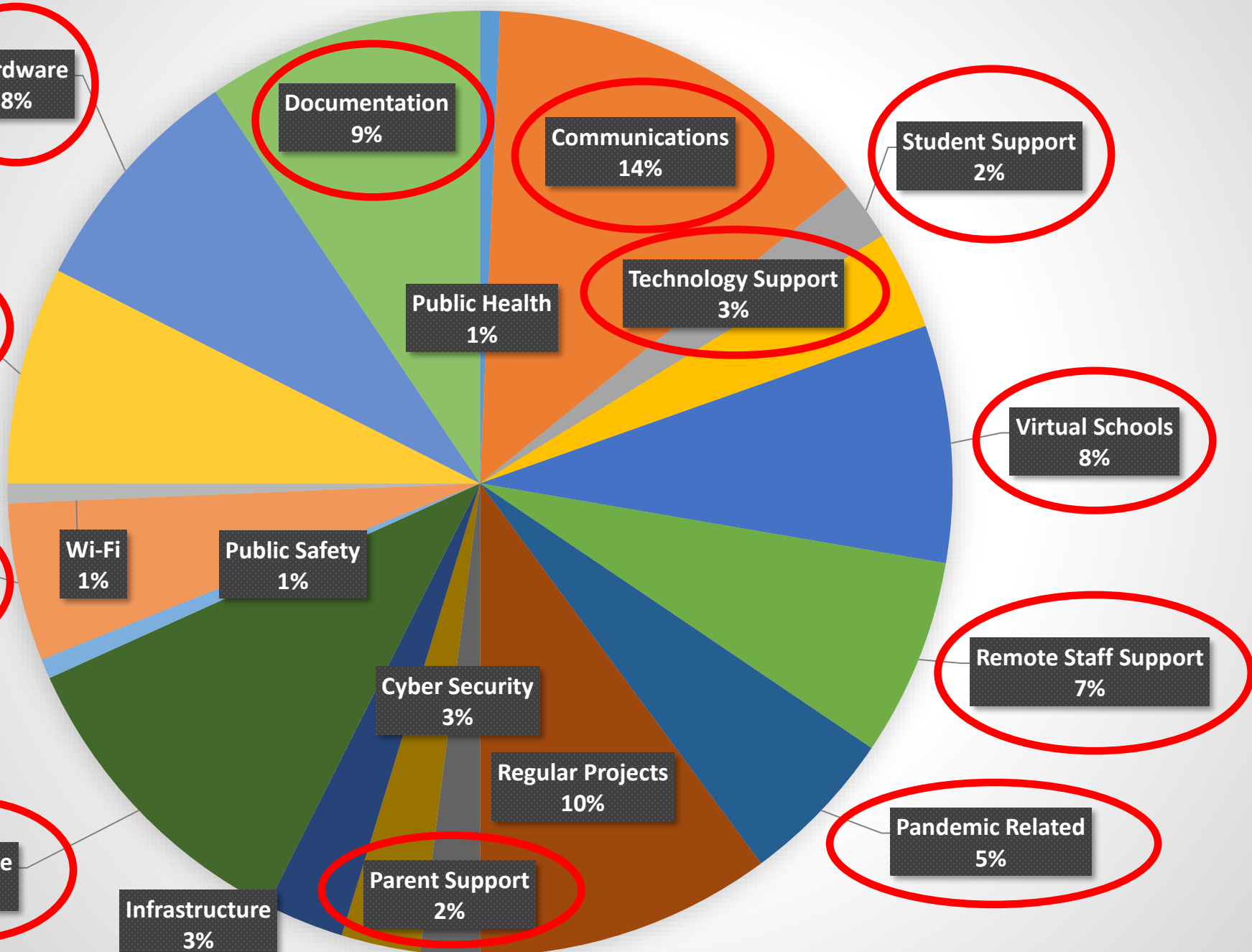
# of Projects per Focal Area	Focal Area
1	Public Health Project
1	Public Safety Project
1	Wi-Fi Project
2	Student Projects
2	Parent Projects
4	Infrastructure & Network Projects*
4	Cyber-Security Projects
5	Education Technology Support Projects
7	Pandemic Support Projects
8	Telecommunications Projects
11	Software Deployment Projects
10	Remote Staff Support Projects
10	Virtual School Projects
12	Endpoint Hardware Procurement, Configuration & Deployment
14	Documentation Projects
15	Regular Projects
16	Website Projects
20	Communications Packages



+ Operational Support Increase of almost 70% across the system*

* *Some Infrastructure Projects were required due to capacity load from Remote Technology Services Demands*

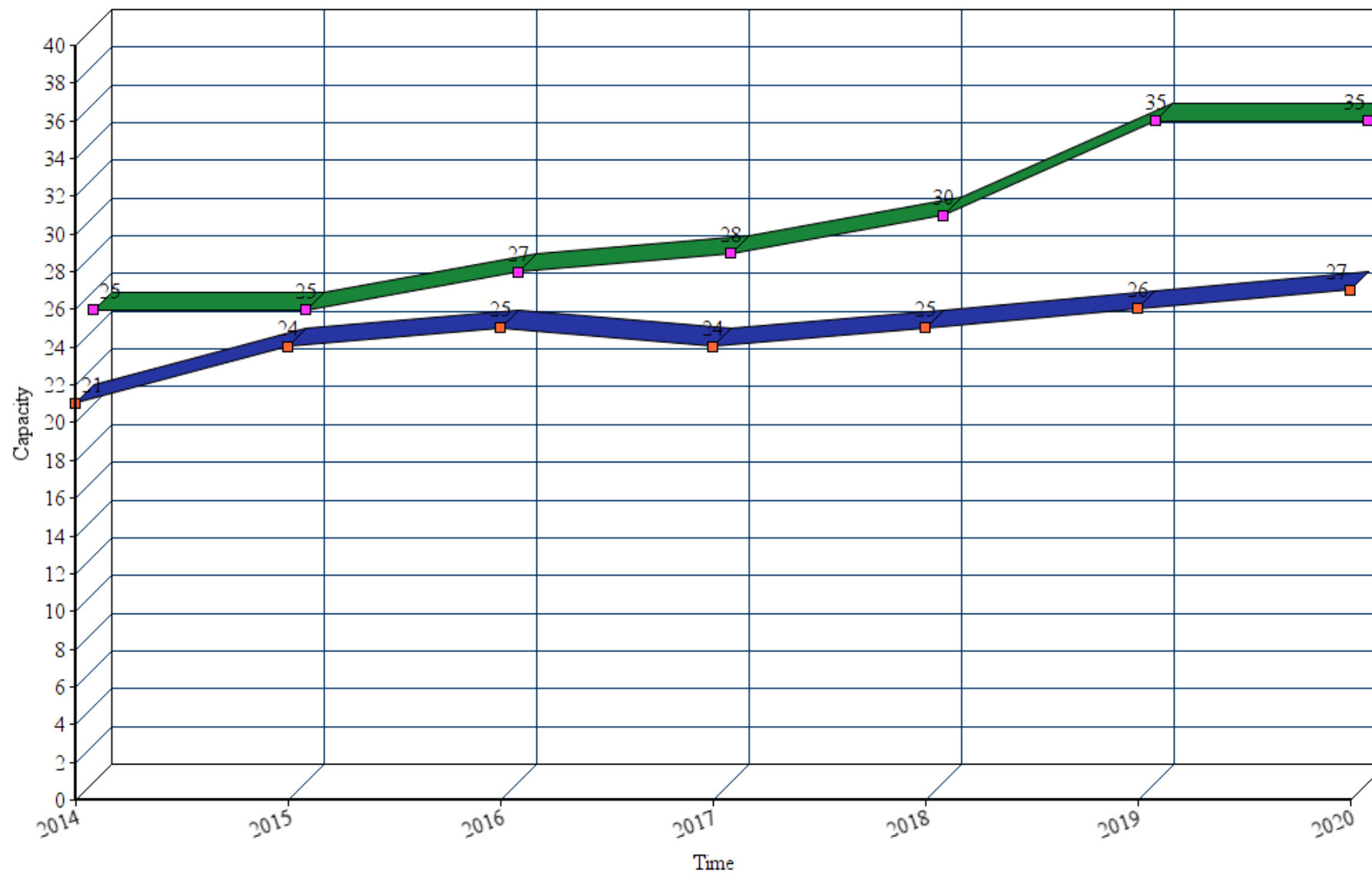
IT Services Project Breakdown - During Pandemic



- Public Health
- Communications
- Student Support
- Technology Support
- Virtual Schools
- Remote Staff Support
- Pandemic Related
- Regular Projects
- Parent Support
- Cyber Security
- Infrastructure
- Website
- Public Safety
- Telecommunications
- Wi-Fi
- Software
- Hardware
- Documentation

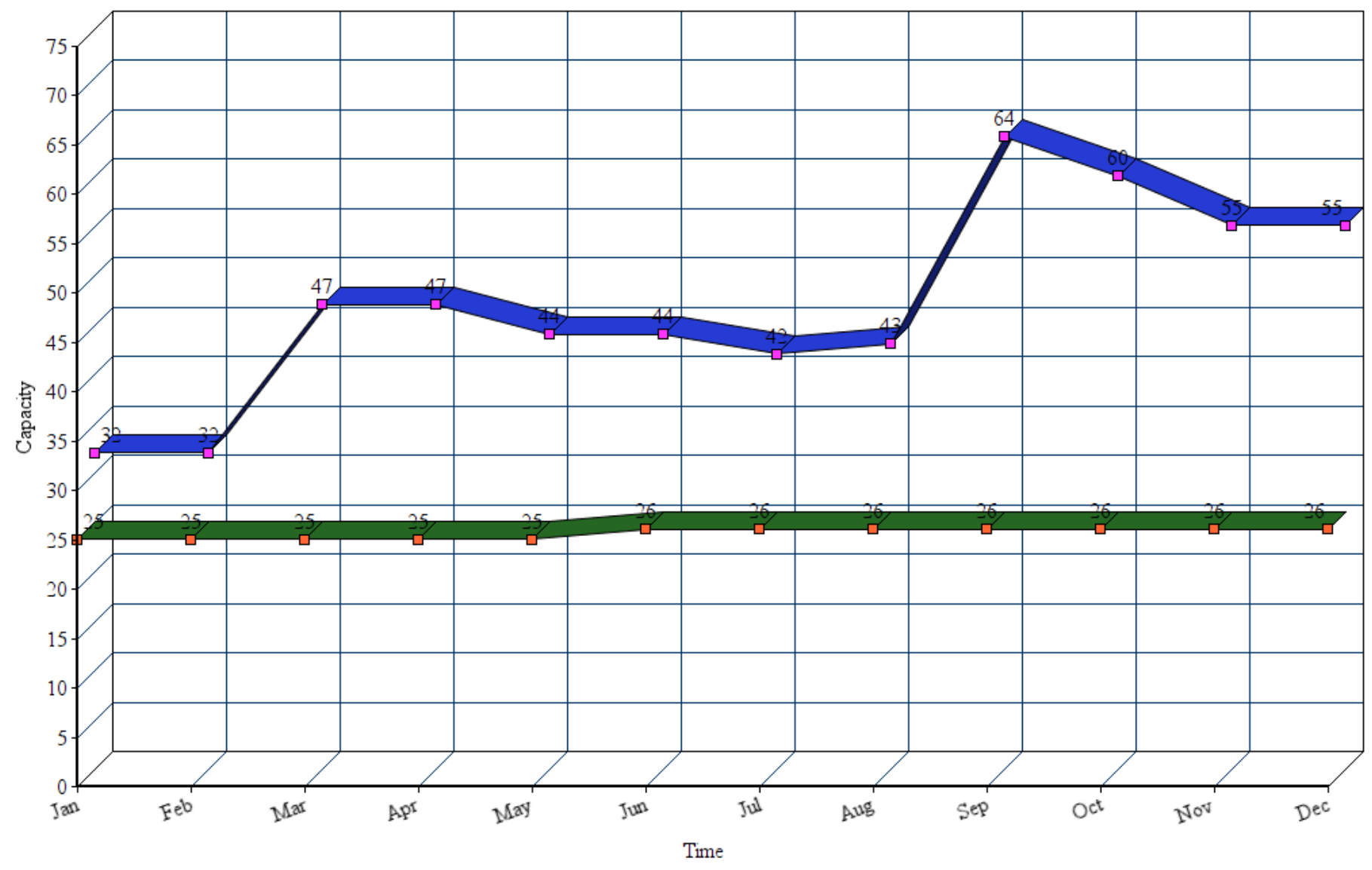
Capacity Demand

Demand Has Always Outstripped Capacity



Capacity Demand

Demand VS Supply Throughout Pandemic



Individual Team Contributions

IT Project Management

Manager – Bill Mancini



- **Managed Niagara Catholic's COVID-19 3D Printers Healthcare Worker Support Action Plan with over 1000 face shields and over 1700 ear savers delivered to Niagara Health System**
- Developed and delivered 3 Tech Memos, co-developed guides on Windows 10, VDI and MS Teams and authored 13 Technical Service Notifications as well as 5 Technical Service Advisories which were delivered to various target groups including staff, students and parents.
- **Assisted in preparing and configuring Internet/Wi-Fi enabled tablets for delivery to Niagara Catholic families in April and September.**
- **Support Services Ticket Processing Overflow Support**

IT Project Support

Manager – Bill Mancini



- Created virtual school in the IEP engine.
- Assisted with movement to Multimedia Portal in Maplewood.
- Completed 3D printing of PPE parts at home.
- Prepared Boardmaker special education platform for use at home and school and working on Boardmaker 7 roll out scheduled for December 2020. Boardmaker is a special education platform that supports education, communication, access and the social and emotional needs of students.

Software Development & Systems Integration

Manager – Arnie Magnotta



- **MYFILES.NCDSB.COM – Provided remote access to teacher's home drives**
- COVID-19 Self-Assessment Tool
- Maplewood Parent Portal Rollout
- Integrated Individual Education Plans (IEP's) into Maplewood Parent Portal
- **Training Center Modules for COVID for new hires**
- **Help.niagaracatholic.ca (parents submit issues to school staff)**
- password.ncdsb.com V2 (for teachers to do entire class or single students)
- **Enhanced D2L integration, Tracking and Troubleshooting**

IT Core Platform & Production Operations

Manager – Bill Mancini



- Virtual school Active Directory identity management adjustments.
- PermissionClick adjustments for Virtual Schools.
- VDI Active Directory grouping adjustments and provisioning to provide VDI access for staff.
- **General rollout of Microsoft Teams and Ongoing support of Microsoft Teams throughout the “work from home” period.**
- **Provided support for senior staff with regard to using G Suite – specifically, Google Meet for remote meetings.**
- Created and maintained Group Policy adjustments so people could access file server resources from home.
- Created secure mailing lists in G Suite so the Director could address students via email.
- **Deployed web conferencing applications to Chromebooks.**
- **Support Services Ticket Processing Overflow Support**



Cyber Security

Grant Frost & Steve Fernando



- Niagara Catholic Leads the Province in Cyber-Security
- Niagara Catholic is closely engaged with Ministry in Cyber Security Strategy
- Ministry of Education / Niagara Catholic Broadband Modernization Programme
- Niagara Catholic Cyber Security Framework Analysis for OASBO-ICT
- Strategic Planning to blend Cyber Security objectives with Future Technology Plans

IT Architecture & Infrastructure

Manager – Steve Fernando



- Maintaining high IT systems uptime and accessibility throughout Pandemic
- Reassigned several IT staff members to help us adapt to the challenges of the pandemic
- Last minute on-demand requests from Business Services
- Expedited vendor requests for Maplewood student information system.
- **Expedited procurement and deployment of additional server hardware for Cloud Infrastructure**
- **New Backup Infrastructure deployment to ensure ongoing data integrity and disaster recovery preparedness**
- **Provisioned VDI remote access to board resources – <https://desktop.ncdsb.com>**
- **Urgent provisioning of new Windows 10 VDI desktops for the following staff:**
 - **Principals, Vice Principals, Guidance counsellors, Secretaries, Elementary ERT, System Student Support and NSTS Staff**
 - **New Director of Education, Camillio Cipriano**
 - **New Superintendents: Kim Kinney, Gino Pizzoferrato and Clark Euale**
- Prioritized broadband modernization to prepare schools for increased network usage and internet access
- Identified and reviewed outstanding IT systems issues at schools as part of ongoing broadband modernization work
- Expedited IT systems overhaul of Cabling, Switch, Wi-Fi and backup power infrastructure at high schools
- Optimized network for increased support of virtual teaching during Pandemic
- Network switch capacity expansion to support future upgrade to IP phones and IoT devices
- **Collaboration with Niagara Police on Project SPEAR for increased school security and response**
- Use of WebEx for team collaboration and vendor support of production IT systems

IT Infrastructure Edge Networking

Manager – Sokum Keo



- Upgrade all Wireless to Aruba Access Points
 - Single network simplify users traveling from location to location
 - Increased user sessions
 - Increased bandwidth
 - Traffic shaping
 - Less round robin traffic
- Alerts of network issues
- Sites outages are minimized with alerting and notification
- Turn around time to network related issues
 - Specifically for the remote learning teachers
 - Shorter time to respond and resolution
- Update/upgrade software for greater stability
- Continually monitoring and responding to network related issues.

Technology Services & Support

Manager – Laura Griffin



- Setup phone system to allow for three remote phones (at CT's homes) to allow users to continue to use current telephone/VOIP lines to access the Service Desk
- Tested and adapted use of various remote access tools to accommodate Support Services working remotely (could no longer use SCCM)
- **Increased ticket volume (largest increase was a 64% increase for the month of September)**
- **Expanded service to both students/parents when teachers/school were unable to assist them with technology related questions**
- **Home ISP service provided a challenge for some IT staff working remotely (especially at the start of the pandemic)**
- Adopted use of Online meeting tools (Zoom and Teams) to enable collaboration (much easier pre-pandemic as all of Support Services starts at 8:00 a.m. at the ITSC)
- Delivery of tech items to schools to help facilitate remote learning due to unavailability of internal courier system

IT Operations & Telecommunications

Manager – Mark Maslink



- **Elementary and secondary classroom phone enabled for external access**
- **Increased call volume**
- **WebEx, Bell Canada and Accutel teleconferencing solutions used for School council, Admin meetings, Parent Meetings.**
- **Utilizing Softphones for remote offices**
- **NSTS users working remotely with Softphones**
- **School office telecom equipment relocated to facilitate social distancing guidelines**
- **Modified Bell schedules in schools to accommodate social distancing guidelines**

IT Endpoint Management

Manager – Paul Fraser



- **Significantly increased Endpoint (hardware and software) support for remote and virtual staff and students by way of phone, email, video and in person visits.**
- Managing a significantly increased support ticket volume, ~40% volume increase (April 1st – Oct 1st) compared to previous years.
- **Rapid OS configuration, testing and deployment. Software application packaging, testing and deployment. Platform device configuration to accommodate the overwhelming demand of remote and virtual work.**
- **Extensive time spent vendor sourcing new hardware (Laptops, Chromebooks, Tablets, Cameras, Headphones etc.) Followed by lengthy testing and configuring devices for schools and students, remote teachers and staff, virtual teachers and classrooms,**
- **Extensive travel to sites and remote staff locations to deliver hardware, as well as provide hardware and software support.**
- Development of new user documentation, processes and training materials to assist and support all board staff as well as students and families for using various deployed technologies for remote use.
- **Creating and providing unique software access solutions allowing staff and students to use applications and systems remotely (i.e.: Adobe Creative Cloud at home, remote desktop application support**

Board Website Management

Grant Frost



- **Launched new Parent Portal**
- **Launched new Student Portal**
- Launched new Staff Portal
- Launched new IT Portal (For Staff)
- **Launched new Cyber Security Training Site (niagaracatholic.ca/security)**
- Launched COVID-19 Tracking Page on niagaracatholic.ca
- **Made extensive changes to Board website to keep pace with change**

Executive Overflow Support

Grant Frost



- Supported Teams by Taking Urgent Support Work
- Supported Managers and their staff with morale support through pandemic
- Supported Endpoint Team with Hardware Testing
- Supported Endpoint Team with Internet/Wi-Fi Enabled Tablet Project
- Worked with Rogers Canada on Mobile Hotspot & Tablet Program
- Escalation Point for Virtual School Principals
- Extended Support for Virtual Teachers
- Extended Support for deliveries of technology to parents in crisis
- Extended Support for escalations from parents for technology & security concerns
- Engineered solution to extend Niagara Catholic security to the cloud for tablets

SUMMARY



- **The IT Services Team despite facing unprecedented challenges were able to increase output largely through unprecedent amounts of unpaid overtime by senior staff members and limited paid overtime from unionized staff.**
- We have been successful mainly due to prior support from trustees and senior staff for past investments and strategic support which ensured that our core infrastructure, network, security and services were solid and reliable.
- Our main concern now and going forward remains **cyber security**, gaps in **software application lifecycle management**, **custom software application user interface design**, **big data analytics** and ongoing **network**, **support services** and **endpoint support staff**.
- We are doing whatever we can to mitigate these concerns including partnering with ECNO for a shared service Cyber Security resource however demand continues to increase as the Board continues to absorb more digital and SaaS platforms for managing and orchestrating operations and strategy and it is getting increasingly difficult to mitigate the growing security and operational risks associated with the growing demands.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
DECEMBER 15, 2020**

PUBLIC SESSION

TITLE: FINANCIAL REPORTS AS AT NOVEMBER 30, 2020

The financial reports as at November 30, 2020 are presented for information.

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

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

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

Date: December 15, 2020



**REPORT TO THE BOARD
DECEMBER 15, 2020**

FINANCIAL REPORT AS AT NOVEMBER 30, 2020

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

- APPENDIX A** Financial Report as at November 30, 2020
- APPENDIX B** Revised Estimates 2020-2021
- APPENDIX C** Funding Stabilization Grant Calculation Worksheet

The financial reports as at November 30, 2020 are presented for information.

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

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

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

Date: December 15, 2020

**Niagara Catholic DSB
2020-21 Interim Financial Report**

For the Month Ending November 30

Summary of Financial Results

(\$Thousands)	Estimates	Revised Estimates	Forecast	In-Year Change	
				\$	%
Revenue					
Operating Grants	232,593	231,991	231,991	-	0.0%
Capital Grants	23,207	23,127	23,127	-	0.0%
Other	11,713	27,264	27,264	-	0.0%
Total Revenue	267,513	282,382	282,382	-	0.0%
Expenditures					
Classroom	203,845	211,744	210,540	(1,204)	(0.6%)
Other Operating	7,610	7,715	8,280	565	7.4%
Transportation	10,767	11,417	11,417	-	0.0%
Pupil Accomodation	39,532	40,449	40,621	172	0.4%
Other	5,631	4,483	4,483	-	0.0%
PSAB Adjustments	128	10,372	10,372	-	0.0%
Total Expenditures	267,513	286,180	285,713	(467)	(0.2%)
In-Year Surplus (Deficit)	-	(3,798)	(3,331)	467	n/a
Prior Year Accumulated Surplus (Deficit)	16,258	16,258	16,258	-	0.0%
Accumulated Surplus (Deficit) for Compliance	16,258	12,460	12,927	467	3.7%

Changes in Revenue

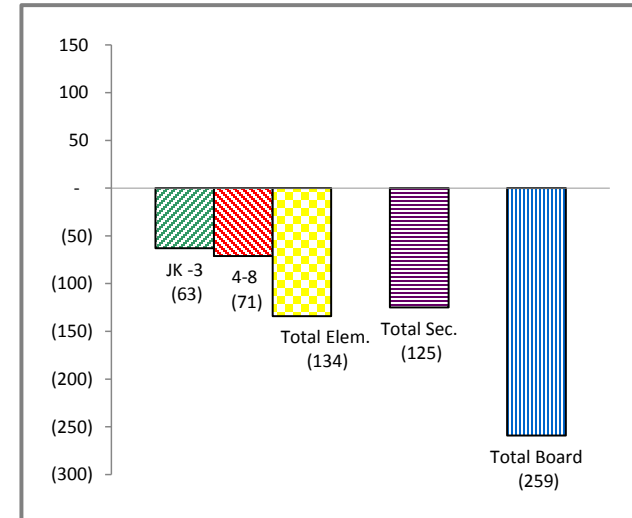
- Additional stabilization funding received from MOE to adjust for home school students.

Summary of Enrolment

ADE	Original Estimates	Revised Estimates	In-Year Change	
			#	%
Elementary				
JK -3	6,588	6,525	(63)	-1.0%
4-8	7,468	7,397	(71)	-1.0%
Total Elementary	14,056	13,922	(134)	-1.0%
Secondary <21				
Pupils of the Board	6,294	6,174	(120)	-1.9%
Other Pupils	48	43	(5)	-10.4%
Total Secondary	6,342	6,217	(125)	-2.0%
Total	20,398	20,139	(259)	-1.3%

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

Changes in Enrolment: Budget v. Forecast



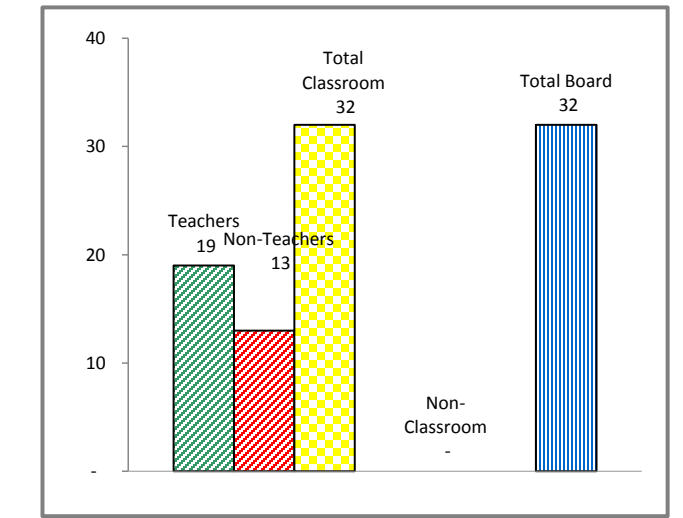
Highlights of Changes in Enrolment:

-

Summary of Staffing

FTE	Original Estimates	Revised Estimates	In-Year Change	
			#	%
Classroom				
Teachers	1,213	1,232	19	1.6%
Non-Teachers	766	779	13	1.7%
Total Classroom	1,979	2,011	32	1.6%
Non-Classroom	247	247	-	0.0%
Total	2,226	2,258	32	1.4%

Changes in Staffing: Budget v. Forecast



Highlights of Changes in Staffing:

-

*

SUMMARY OF REVISED MINISTRY REVENUE

	ORIGINAL ESTIMATES	REVISED ESTIMATES	REVISED ESTIMATES (incl stabilization)	VARIANCE
	2020-2021	2020-2021	2020-2021	
PROVINCIAL GRANTS				
Provincial Grants - Grants for Student Needs	\$200,360,033	\$199,678,523	\$199,678,523	(\$681,510)
Provincial Grants - Others*	\$1,672,852	\$6,308,251	\$8,172,508	\$6,499,656
Grants from Other Ministries	\$1,936,000	\$1,936,000	\$1,936,000	\$0
Tax Revenue from Municipalities	\$42,442,869	\$42,442,869	\$42,442,869	\$0
School Generated Funds	\$4,508,273	\$4,508,273	\$4,508,273	\$0
Federal Grants & Fees	\$494,875	\$494,875	\$494,875	\$0
Investment Income	\$600,000	\$650,000	\$650,000	\$50,000
	\$252,014,902	\$256,018,791	\$257,883,048	\$5,868,146
OTHER FEES AND REVENUES				
Fees from Individuals - Day School	\$600,000	\$492,350	\$492,350	(\$107,650)
Fees from Individuals - Continuing Education	\$1,197,450	\$75,000	\$75,000	(\$1,122,450)
Rental Revenue	\$305,000	\$305,000	\$305,000	\$0
Miscellaneous	\$400,000	\$400,000	\$400,000	\$0
Fees and Revenues from Other Sources	\$2,502,450	\$1,272,350	\$1,272,350	(\$1,230,100)
Amortization of Deferred Capital Contributions	\$12,996,853	\$12,996,853	\$12,996,853	\$0
TOTAL REVENUES*	\$267,514,205	\$270,287,994	\$272,152,251	\$4,638,046
<i>* excludes EDC Land Revenue \$10.2M</i>				
TOTAL EXPENSES	\$267,514,205	\$275,808,600	\$275,808,600	\$8,294,395
Suplus/(Deficit)	\$0	(\$5,520,606)	(\$3,656,349)	(\$3,656,349)
Transfer to/(from) Accumulated Surplus	\$0	(\$5,520,606)	(\$3,656,349)	(\$3,656,349)

2020-21 GSN: Funding Stabilization Grant Calculation Worksheet

55 Niagara Catholic DSB (B67156)

Table 1 EFIS Line No.		GSN PROJECTIONS Spring 2020 (Grey Book)	
1		Total GSN Projected funding	246,830,918
		Adjustments:	
		Special Education Claims Amounts:	
2		Less SEA Claim Based Amount	(500,000)
3		Less Approved SIP	-
4		Less Total Education and Community Partnership Programs (ECP) Amount	(106,796)
		Capital and Related Items:	
5		Less Permanent Financing of NPF	(117,487)
6		Less Capital Debt Support Payments - Interest Portion Total	(2,501,559)
		Policy Changes after Projections:	
7		Add COVID-19 Supports \$15M Technology Related Costs	144,200
8		Add COVID-19 Supports \$10M Mental Health Supports	126,979
9		Sub-total Adjustments	(2,954,663)
10		Total GSN Projections with Adjustments	243,876,255

Table 2 EFIS Line No.		2020-21 ESTIMATES - EFIS (FO reviewed extract dated Nov 18, 2020)	
1	Section 1B, Item 1.30	Total Allocation for Transfer Payment	246,555,403
		Adjustments:	
		Special Education Claims Amounts:	
2	Section 2, Item 2.2.1	Less SEA Claim Based Amount	(500,000)
3	Section 2, Item 2.5	Less Approved SIP	-
4	Section 2, Item 2.12	Less Total Education and Community Partnership Programs (ECP) Amount	(107,000)
		Capital and Related Items:	
5	Section 1B, Item 1.24.1	Less FDK - Portable Relocation and Leasing	-
6	Section 1B, Item 1.24.3	Less Capital Priorities MCP, Land & Child Care Approved Operating Expenses	-
7	Section 1B, Item 1.22	Less Permanent Financing of NPF	(117,487)
8	Section 1B, Item 1.29	Less Capital Debt Support Payments - Interest Portion Total	(2,581,954)
		Policy Changes after Estimates:	
9		Add COVID-19 Supports \$15M Technology Related Costs	144,657
10		Add COVID-19 Supports \$10M Mental Health Supports	127,060
11		Sub-total Adjustments	(3,034,725)
12		Total Estimates with Adjustments	243,520,678

Table 3 EFIS Line No.		2020-21 REVISED ESTIMATES (yellow cells to be filled by copying from EFIS)	
1	Section 1B, Item 1.30	Total Allocation for Transfer Payment	244,962,862
		Adjustments:	
		Special Education Claims Amounts:	
2	Section 2, Item 2.2.1	Less SEA Claim Based Amount	(500,000)
3	Section 2, Item 2.5	Less Approved SIP	-
4	Section 2, Item 2.12	Less Total Education and Community Partnership Programs (ECP) Amount	(107,000)
		Capital and Related Items:	
5	Section 1B, Item 1.24.1	Less FDK - Portable Relocation and Leasing	-
6	Section 1B, Item 1.24.3	Less Capital Priorities MCP, Land & Child Care Approved Operating Expenses	-
7	Section 1B, Item 1.22	Less Permanent Financing of NPF	(117,487)
8	Section 1B, Item 1.29	Less Capital Debt Support Payments - Interest Portion Total	(2,581,954)
9		Sub-total Adjustments	(3,306,441)
10		Total Revised Estimates with Adjustments	241,656,421

Table 4 CALCULATION OF GSN FUNDING STABILIZATION GRANT

1	GSN Funding "Floor" after Adjustments (Lesser of Line 10 from Table 1 or Line 12 from Table 2)	243,520,678
2	GSN Funding Before Stabilization after Adjustments (Table 3 Line 10)	241,656,421
3	Total GSN Funding Stabilization Grant (Greater of Line 1 - Line 2 from Table 4 or \$0)	1,864,257

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
DECEMBER 15, 2020**

PUBLIC SESSION

**TOPIC: TRUSTEE INFORMATION
CALENDAR OF EVENTS – JANUARY 2021**



JANUARY 2021



SUN	MON	TUE	WED	THU	FRI	SAT
					1 New Years Day	2
3	4	5	6 SEAC Meeting	7 NCPIC Meeting	8	9
10	1	12 SAL Meeting CW Meeting	13	14	15 Elementary P.A. Day	16
17	18	19	20	21	22	23
24	25	26 PC Meeting Bd Meeting	27	28	29	30
31						