### TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD COMMITTEE OF THE WHOLE MEETING DECEMBER 7, 2021

**PUBLIC SESSION** 

# TITLE: STAFF DEVELOPMENT DEPARTMENT PROFESSIONAL DEVELOPMENT OPPORTUNITIES

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

Prepared by:	Pat Rocca, Superintendent of Education Anthony Corapi, Coordinator of Staff Development
Presented by:	Domenic Massi, Associate Superintendent of Education
Approved by:	Camillo Cipriano, Director of Education/Secretary-Treasurer
Date:	December 7, 2021

**A6.1** 



# REPORT TO THE COMMITTEE OF THE WHOLE MEETING DECEMBER 7, 2021

### STAFF DEVELOPMENT DEPARTMENT PROFESSIONAL DEVELOPMENT OPPORTUNITIES

### **BACKGROUND INFORMATION**

In alignment with the Board's Vision 2020 Strategic Plan and Annual System Priorities, the Department of Staff Development, as an integral aspect of its mandate, acts as the point of co-ordination among various departments. Thus ensuring that all professional development opportunities for staff, both teaching and non-teaching, occur in a seamless fashion to minimize disruptions to the myriad services provided within our Niagara Catholic community. The following is a listing of activities occurring during the period December 7, 2021 through January 11, 2022.

### Tuesday, December 14th & Friday, December 17th

EVERFI Workshops (3 Sessions for Students and Teachers in Grades 5-8)

- Workshop Time: 45 60 minutes
- The Workshop for Teachers and their Students will include:
  - An introduction to EVERFI, and the Future Goals Hockey Scholar Program, Math & Science modules.
  - STEM in Hockey engagement questions for students.
  - Live support for students to create their EVERFI accounts.
  - Time to explore the Future Goals Hockey Scholar Program.
  - An opportunity for students to work independently on the modules while the teacher is shown how to navigate the teacher dashboard, add other e-courses and access reports.

### November/December 2021

Leadership Identification Program (LIP) 2021 - 2022

- Niagara Catholic District School Board believes both leadership and excellence are important at all levels within the organization and contributes to the growth of effectiveness in schools and service departments. The Leadership Identification Program (LIP) is designed to meet the needs of potential school or system leaders by focusing on the fundamentals of leadership and providing participants with a set of tools that will help them meet today's supervisory challenges. This one-year program includes participation through application, commitment to training and skill building sessions to develop leadership competencies, and mentorship opportunities focusing on curriculum leadership and school management.
- Applications are now being accepted for the Leadership Identification Program (LIP) 2021-2022.
- Candidates must have a minimum of five years of successful teaching experience as an occasional/ permanent teacher. Completed Religion Part 1 & Special Education Part 1.

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

Prepared by:	Pat Rocca, Superintendent of Education Anthony Corapi, Coordinator of Staff Development
Presented by:	Domenic Massi, Associate Superintendent of Education
Approved by:	Camillo Cipriano, Director of Education/Secretary-Treasurer
Date:	December 7, 2020

A6.2

# TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD COMMITTEE OF THE WHOLE MEETING DECEMBER 7, 2021

**PUBLIC SESSION** 

# TITLE: CAPITAL PROJECTS PROGRESS REPORT UPDATE

The Capital Projects Progress Report Update is presented for information.

Prepared by:	Clark Euale, Controller of Facilities Services
Presented by:	Clark Euale, Controller of Facilities Services
Approved by:	Camillo Cipriano, Director of Education/Secretary-Treasurer
Date:	December 7, 2021



### **REPORT TO THE COMMITTEE OF THE WHOLE MEETING DECEMBER 7, 2021**

# **CAPITAL PROJECTS PROGRESS REPORT UPDATE**

### **BACKGROUND INFORMATION**

Individual progress reports for capital projects are presented as follows:

**IN PROGRESS** 

A

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

The Capital Projects Progress Report Update is presented for information.

Prepared by:	Clark Euale, Controller of Facilities Services
Presented by:	Clark Euale, Controller of Facilities Services
Approved by:	Camillo Cipriano, Director of Education/Secretary-Treasurer
Date:	December 7, 2021



OUR LADY OF MOUNT CARMEL ELEMENTARY SCHOOL, NIAGARA FALLS Rev. 1.0, 30/11/2021

A - General information			
Project Name	Our Lady of Mount Carmel Catholic Elementary School		
	Niagara Falls, Ontario		
Report Prepared by	Tunde Labbancz, Project Manager, Facilities Services		
Project Sponsors:	Gino Pizzoferrato, Superintendent		
	Jay Lennox, Principal		
Date	Tuesday, November 30, 2021		
Reporting Period	November 1 – 30, 2021		

### **B** - Executive Summary

Overall Status						
	Controlled Caution Critical Reason for Deviation (Comments)					
Budget:				On budget.		
Schedule:         Image: Complex compl		Project nearing completion. Awaiting approval from Authorities Having Jurisdiction.				
				Delayed 3 months due to:		
				<ul><li>Ministry Approvals</li><li>COVID-19 Pandemic</li></ul>		
Scope:				Project experienced supply chain shortages / delays that necessitated the sourcing of alternative products from original design intent.		
Quality:				Project experienced supply chain shortages / delays that necessitated the sourcing of alternate products from original design intent.		



OUR LADY OF MOUNT CARMEL ELEMENTARY SCHOOL, NIAGARA FALLS Rev. 1.0, 30/11/2021

Executive	PROJECT INFORMATION			
Summary	<ul> <li>New Area to be Constructed ~ 4,865 s.f.</li> </ul>			
	<ul> <li>Child Care Spaces Added ~ 49 students</li> </ul>			
	> PROJECT FUNDING			
	<ul> <li>\$2,323,848 (Child Care, SCI, SRA)</li> </ul>			
	> PROJECT COSTS TO DATE			
	o \$2,416,715			
	<ul> <li>Overage of \$92,867 or 4% of original funding approval.</li> </ul>			
	The project has been delayed due to the pandemic and Ministerial approvals.			
	The pandemic has also created significant supply chain challenges which resulted in further delay and substitution of materials/products.			
	Project was inspected by Authorities Having Jurisdiction on 01DEC2021. A short list of deficiencies was provided. Coordination/completion of deficiencies expected mid-January 2022.			



OUR LADY OF MOUNT CARMEL ELEMENTARY SCHOOL, NIAGARA FALLS Rev. 1.0, 30/11/2021

C – Scheduled Milestones / Deliverables					
Milestone / Deliverable	Expected On	Actual On	Status		
Funding Approval		21DEC2017	COMPLETED		
Architect Selection		17JUL2018	COMPLETED		
Design Development	02JAN2019	24SEP2019	COMPLETED		
Ministry Approval (Cost)		17SEP2019	COMPLETED		
Project Tender		02JUL2020	COMPLETED		
Construction Start		010CT2020	COMPLETED		
Substantial Completion / Occupancy	06SEP2021		IN PROGRESS		

### D – Open Action Items

#	Title	Expected Delivery	Owner / Approver	Status	
1	Completion of Building Dept. Deficiency List for Occupancy Permit	15JAN2022	PM	IN PROGRESS	
2					

E - Issues, Risks, Challenges and discussion items					
#	Title	Description	Owner	Status	
	N/A				



OUR LADY OF MOUNT CARMEL ELEMENTARY SCHOOL, NIAGARA FALLS Rev. 1.0, 30/11/2021

#### F - Accomplishments / Plans

#### Plans during this Reporting Period:

- 1. Coordination with Authorities Having Jurisdiction for building occupancy and child care operator licensing.
- 2. Project deficiencies completed by contractor.

#### Plans during the next Reporting Period :

1. Inspection by Building Dept/Fire Dept occurred Dec. 1, 2021. Deficiency list to be completed prior to occupancy of the building.

G - Project Status Report / Signatures						
I have reviewed the information contained	I have reviewed the information contained in this Project Progress And Status Report and agree:					
Name / Title	Company	Signature	Date			
Project Manager	NCDSB	$\partial \rho \partial$	November 30, 2021			
Controller of Facilities Services	NCDSB	Clifferly	November 30, 2021			
COPIES TO:						
Chair, Vice-Chair, and Trustees	NCDSB	Committee of the Whole Capital Project Update	Monthly			
Director of Education	NCDSB	Camillo Cipriano	Email			
Superintendent	NCDSB	Gino Pizzoferrato	Email			
Principal, Our Lady of Mount Carmel CES	NCDSB	Jay Lennox	Email			



OUR LADY OF THE HOLY ROSARY ELEMENTARY SCHOOL, THOROLD Rev. 1.0, 30/11/2021

A - General information						
Project Name	Monsignor Clancy / Our Lady of the Holy Rosary Catholic Elementary School					
	Thorold, Ontario					
Report Prepared by	Tunde Labbancz, Project Manager, Facilities Services					
Project Sponsors:	Lee Ann Forsyth-Sells, Superintendent					
	Dan Trainor, Principal, Monsignor Clancy CES					
	Chris Zanuttini, Principal, St. Charles CES					
Date	Tuesday, November 30, 2021					
Reporting Period	November 1 – 30, 2021					

### **B** - Executive Summary

Overall Status						
Controlled Caution Critical Reason for Deviation (Comments)						
Budget:				On budget.		
Schedule:				<ul> <li>Delayed to September 2022 Occupancy due to the following:</li> <li>Ministry Approvals</li> <li>COVID-19 Pandemic</li> </ul>		
Scope:				At risk due to supply chain shortages / delays that have necessitated the sourcing of alternative products from original design intent.		
Quality:				At risk due to supply chain shortages / delays that have necessitated the sourcing of alternate products from original design intent.		



Executive	> PROJECT INFORMATION
Summary	• New Area to be Constructed ~ 10,268 s.f.
	<ul> <li>Additional Pupil Places ~ 104 students</li> </ul>
	<ul> <li>New School Capacity ~ 677 students</li> </ul>
	<ul> <li>Additional Child Care Places ~ 49</li> </ul>
	> PROJECT FUNDING
	<ul> <li>\$6,681,382 (Capital Priorities, Child Care, SCI)</li> </ul>
	The project has been delayed due to the pandemic and Ministerial approvals with revised completion scheduled for September 2022.
	The pandemic has also created significant supply chain challenges which has resulted in further delay and substitution of materials/products.
	Phase I of the project is <u>complete</u> including demolition of former woodworking shops and robotics lab, construction of new Administration offices, Staff Room and Kindergarten rooms, alterations to create new Chapel and Library Resource Centre, alterations of existing Library Resource Centre to create 3 classrooms, HVAC upgrades, and demolition of former tennis courts
	Phase II of the project is underway including alterations of existing administration offices to create Child Care Centre, construction of outdoor play space for Child Care Centre, and create a community garden to upgrade curb appeal
	Principal has requested additional work to be completed over the summer of 2022 prior to occupancy. This work is to be designed during the winter and tendered during the spring of 2022.
	St. Charles to be relocated over the summer of 2022.



C – Scheduled Milestones / Deliverables					
Milestone / Deliverable	Expected On	Actual On	Status		
Funding Approval		18MAR2018	COMPLETED		
Architect Selection	19JUL2018	19JUL2018	COMPLETED		
Design Development	25SEP2018	01SEP2019	COMPLETED		
Ministry Approval (Cost)		15SEP2020	COMPLETED		
Project Tender		02JUL2020	COMPLETED		
Construction Start		05OCT2020	COMPLETED		
Building Envelope (Roofing/Windows/Doors)	06SEP2021	08NOV2020	COMPLETED		
Interior Finishes	04OCT2021		IN PROGRESS		
Child Care Centre	04APR2022		IN PROGRESS		
Playgrounds and Landscaping	29AUG2022		IN PROGRESS		
Closure of Monsignor Clancy CES	30JUN2022		NOT STARTED		
St. Charles Catholic Elementary School Closure	30JUN2022		NOT STARTED		
St. Charles CES Move to New School	15AUG2022		NOT STARTED		
Renovations to Our Lady of the Holy Rosary CES (DESIGN INITIATION)	01FEB2022		NOT STARTED		
Renovations of Our Lady of the Holy Rosary CES (CONSTRUCTION START)	01JUL2022		NOT STARTED		
Substantial Completion/Occupancy	06SEP2022		NOT STARTED		

D –	D – Open Action Items						
#	Title	Expected Delivery	Owner / Approver	Status			
1	Tennis Court Repurposing / Community Partnership Opportunity	15DEC2021	Controller	IN PROGRESS			
2	Name Change of School	15AUG2021	PM	NOT STARTED			



E - Issues, Risks, Challenges and discussion items						
#	Title	Title Description				
1	Risk item 1	Overall negative effects of the COVID-19 Pandemic on the project:				
		• Delays				
		Supply Chain (Quality/Delays)	PM	OPEN		
		Contractor Delays				
		Consultant Delays				
		Community Response				
2	Risk Item 2	Request for major additional work required at the school prior to opening in September 2022.	PM	OPEN		



F - Accomplishments / Plans
Plans during this Reporting Period:
1. Phase I - Interior work:
-Kindergarten room millwork completed, counter tops installed
-Library completed, shelving installed
-Fire Alarm panel relocation to new entrance scheduled for December 17
-Partial occupancy to be scheduled for December 22
-Data, Phone installation to be completed by December 22
-Flooring in progress
-Move into new offices week of January 10, 2022
2. Phase I – Exterior work:
-Siding in progress
-Roofing completed, metal flashing in progress
-Rooftop Units installed, balanced and running
3. Phase II – Child care construction:
-Demolition of old offices completed
-New rooftop unit installed
-Masonry work in progress



OUR LADY OF THE HOLY ROSARY ELEMENTARY SCHOOL, THOROLD Rev. 1.0, 30/11/2021

#### F - Accomplishments / Plans

#### Plans during the *next Reporting Period* :

- 1. Complete siding
- 2. Relocate Administration Offices
- 3. Complete masonry in Child Care area

### G - Project Status Report / Signatures

I have reviewed the information contained in this Project Progress And Status Report and agree:

Name / Title	Company	Signature	Date
Project Manager	NCDSB	Tunde Labbancz	November 30, 2021
Controller of Facilities Services	NCDSB	Clibanda	November 30, 2021
COPIES TO:			
Chair, Vice-Chair, and Trustees	NCDSB	Committee of the Whole Capital Project Update	Monthly
Director of Education	NCDSB	Camillo Cipriano	Email
Superintendent	NCDSB	Lee Ann Forsyth-Sells	Email
Principal, Monsignor Clancy CES	NCDSB	Dan Trainor	Email
Principal, St. Charles CES	NCDSB	Chris Zanuttini	Email



WAINFLEET JOINT-USE CATHOLIC ELEMENTARY SCHOOL Rev. 1.0, 30/11/2021

A - General information						
Project Name	Wainfleet Joint-Use Elementary School, Wainfleet, Ontario					
Report Prepared by	Tunde Labbancz, Project Manager, Facilities Services					
Project Sponsors:	Kim Kinney, Superintendent					
	Julie Mangiacasale, Principal, St Elizabeth CES					
Date	Tuesday, November 30, 2021					
Reporting Period	November 1 – 30, 2021					

### **B** - Executive Summary

Overall Status							
Controlled Caution Critical Reason for Deviation (Comments)							
			Class C cost estimate was over budget, working on cost-saving ideas.				
			At-risk due to high-Class C cost estimate that necessitated the sourcing of alternate products from the original design intent.				
	Controlled	Controlled     Caution       Image: Controlled     Image: Controlled       Image: Controlled     Image: Contro	ControlledCautionCriticalImage: ControlledImage: ControlledIma				



WAINFLEET JOINT-USE CATHOLIC ELEMENTARY SCHOOL Rev. 1.0, 30/11/2021

Executive	> PROJECT INFORMATION
Summary	• Combined Area of New School to be Constructed: 69,734 s.f.
	<ul> <li>New School Capacity: 587 students</li> </ul>
	<ul> <li>NCDSB Pupil Places: 118</li> </ul>
	> PROJECT FUNDING
	<ul> <li>Capital Priorities Grant \$3,574,873</li> </ul>
	The executive team has selected the architects for the project.
	The executive team has approved the concept plan for implementation.
	Site Plan Agreement has been resubmitted after comments received from the Township of Wainfleet.
	Class C Cost Estimate was over budget. Revised cost estimate will be submitted first week of December
	Submission request to the Ministry for extraordinary costs will be sent by mid- December 2021



WAINFLEET JOINT-USE CATHOLIC ELEMENTARY SCHOOL Rev. 1.0, 30/11/2021

C – Scheduled Milestones / Deliverables					
Milestone / Deliverable	Expected On	Actual On	Status		
Funding Approval	September 2020	September 2020	COMPLETED		
Architect Selection	January 2021	January 2021	COMPLETED		
Design Development	February 2021	March 2021	COMPLETED		
Ministry Approval (Cost)	January 2022		IN PROGRESS		
Project Tender	February 2022		NOT STARTED		
Construction Start	April 2022		NOT STARTED		
Building Envelope (Roofing/Windows/Doors)	September 2022		NOT STARTED		
Interior Finishes	April 2023		NOT STARTED		
Demolish St Elizabeth School	July 2023		NOT STARTED		
Parking lot and Playgrounds	August 2023		NOT STARTED		
Occupancy	September 2023		NOT STARTED		
Additional Milestones					

D –	D – Open Action Items									
#	Title	Expected Delivery	Owner / Approver	Status						
1	Agreements required between DSBN and Niagara Catholic									
	1. Cost Sharing Agreement	Q1 - 2022	Controller	NOT STARTED						
	2. Long Term Operations Agreement									
	3. Long Term Lease Agreement									
2										



WAINFLEET JOINT-USE CATHOLIC ELEMENTARY SCHOOL Rev. 1.0, 30/11/2021

E - I	E - Issues, Risks, Challenges and discussion items								
#	Title	Description	Owner	Status					
1	Risk item 1								
2	Risk Item 2								

### F - Accomplishments / Plans

Accomplishments during this Reporting Period :

1.

2.

Plans during the *next Reporting Period* :



WAINFLEET JOINT-USE CATHOLIC ELEMENTARY SCHOOL Rev. 1.0, 30/11/2021

I have reviewed the information contained in this Project Progress And Status Report and agree:							
Name / Title	Company	Signature	Date				
Project Manager	NCDSB	Tunde Labbancz	November 30, 2021				
Controller of Facilities Services	NCDSB	Clark - Lu	November 30, 2021				
COPIES TO:							
Chair, Vice-Chair, and Trustees	NCDSB	Committee of the Whole Capital Project Update	Monthly				
Director of Education	NCDSB	Camillo Cipriano	Email				
Superintendent	NCDSB	Kim Kinney	Email				
Principal, St Elizabeth CES	NCDSB	Julie Mangiacasale	Email				

# A6.3

### TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD COMMITTEE OF THE WHOLE MEETING DECEMBER 7, 2021

**PUBLIC SESSION** 

TITLE:EXTENDED OVERNIGHT FIELD TRIP, EXCURSION AND<br/>EXCHANGE APPROVAL COMMITTEE 2021-2022

The Extended Overnight Field Trip, Excursion and Exchange Approval Committee 2021-2022 report is presented for information.

Prepared by: Joseph Zaroda, Associate Superintendent of Education

Presented by: Joseph Zaroda, Associate Superintendent of Education

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

Date: Tuesday, December 7, 2021



# **REPORT TO THE COMMITTEE OF THE WHOLE DECEMBER 7, 2021**

# EXTENDED OVERNIGHT FIELD TRIP, EXCURSION AND EXCHANGE APPROVAL COMMITTEE 2021-2022

### **BACKGROUND INFORMATION**

The Extended Overnight Field Trip, Excursion and Exchange Approval Committee continues to review proposals for 2021-2022 extended overnight field trips, excursions and exchanges as submitted to date. The composition of the approval Committee is as follows:

L	the approval Committee is as follows	5.	
	1 Supervisory Officer	-	Joseph Zaroda
	1 Secondary School Vice-Principal	-	Krista Moscato
	1 Secondary School Principal	-	Tony DellaVentura
	1 Elementary School Principal	-	Christopher Boyer
	1 Program Department Consultant	-	Lidia Di Lorenzo

As defined in the Niagara Catholic Educational Field Trip Policy (400.2) Administrative Procedures, an Extended Overnight Field Trip is:

- "Any school/board sponsored and supervised activity, on scheduled instructional days, beyond the school property that requires four or five more night lodgings" or
- "Requiring an individual flight ticket of \$600.00 or more." (Part II, A.4)

An Excursion is defined as follows:

• "A trip not directly linked to specific subject curriculum expectations, but provided to enrich a student's overall Catholic education. An excursion is a trip that is planned and arranged for secondary school students that would be held during the year when the students are not normally expected to be attending classes and that does not adhere to all guidelines and procedures relating to Educational Field Trips." (Part II, A.5)

Attached to this information report is an Executive Summary of a 2021-2022 Extended Overnight Field Trip as submitted on Tuesday, December 7, 2021 (Appendix A)

The Extended Overnight Field Trip, Excursion and Exchange Approval Committee 2021-2022 report is presented for information.

Prepared by:	Joseph Zaroda, Associate Superintendent of Education
Presented by:	Joseph Zaroda, Associate Superintendent of Education
Approved by:	Camillo Cipriano, Director of Education/Secretary-Treasurer
Date:	Tuesday, December 7, 2021

# **EXECUTIVE SUMMARY**

# Extended Overnight Field Trip, Excursion and Exchange Committee Approval – 2021-2022

SCHOOL	TYPE	APPROVAL REQUIRED	DESTINATION	CURRICULUM UNIT/THEME	EDUCATION VALUE	FAITH COMPONENT	DATE	NUMBER OF STUDENTS, STAFF & CHAPERONES ON TRIP	DURATION	COST (APPROX)	TRANSPORTATION
International Division	Extended Overnight Field Trip	Superintendent Extended Overnight Field Trip Committee and SAC	Loches, France	Non-credit "mutual exchange" program	French Language development and cultural awareness	Students will be attending regularly scheduled faith components (mass, liturgies) held within the school together with the local French students. On weekends while with their French host families students will attend mass with family based on each individual family's schedule. Students will also visit Saint Martin of Tours Church and Notre Dame de Paris Cathedral.	March 4- 26, 2021	15 Students 1 Staff (Michelene Hauber – Teacher at Saint Francis) (Supply Coverage will be arranged for the 11 school days) 1 Chaperone (Marina Wilson from Hospitalite Canada)	23 days (11 school days) 22 nights	\$3,100 – includes Round- trip airfare, ground transportation in Canada and France, all accommodations and meals, participation in class at Saint Denis School, day-trip in Paris and various site- seeing trips in and around Loches. Additional Costs for personal spending money (souvineers)	Air Canda