



*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, MARCH 22, 2022
6:30 P.M.**



*PUBLIC ACCESS LIVE STREAM LINK
<https://niagaracatholic.ca/meetings-livestream/>*

A. ROUTINE MATTERS

1. Land Acknowledgement -
2. Opening Prayer – Trustee Sicoli -
3. Roll Call -
4. Approval of the Agenda -
5. Declaration of Conflict of Interest -
6. Minutes of the Board Meeting of February 22, 2022 A6
7. Consent Agenda Items
 - 7.1 Unapproved Minutes of the Committee of the Whole Meeting of March 8, 2022 and Consideration of Recommendations A7.1
 - 7.1.1 Trustee Determination and Distribution A7.1.1
 - 7.2 Unapproved Minutes of the Policy Committee Meeting of March 8, 2022 and Consideration of Recommendations A7.2
 - 7.2.1 Accessibility Standards Policy (800.8) A7.2.1
 - 7.3 Approved Minutes of the Special Education Advisory Committee (SEAC) Meeting of February 2, 2022 A7.3
 - 7.4 Approved Minutes of the Niagara Catholic Parent Involvement Committee (NCPIC) Meeting of January 13, 2022 A7.4
 - 7.5 In-Camera Agenda Items F1, F2 & F3 -

B. DELEGATIONS/PRESENTATIONS

C. COMMITTEE AND STAFF REPORTS

1. Relocation of the Niagara Catholic Launch Centre – Joe C1
2. Flag Protocol – Camillo C2
3. Niagara Catholic 2022 Recruitment Campaign – Camillo C3
4. Financial Reports as at February 28, 2022 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 – April 2022 D4.1
- 5. Open Question Period
(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.)

E. NOTICES OF MOTION

1. NOTICE OF MOTION SUBMISSION

2. NOTICE OF MOTION PRESENTATION

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
MARCH 22, 2022**

PUBLIC SESSION

**TITLE: MINUTES OF THE BOARD MEETING OF
FEBRUARY 22, 2022**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Minutes of the Board Meeting of February 22, 2022, as presented.



MINUTES OF THE BOARD MEETING

TUESDAY, FEBRUARY 22, 2022

Minutes of the Meeting of the Niagara Catholic District School Board, held on Tuesday, February 22, 2022, 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 Huibers.

A. ROUTINE MATTERS

1. **Land Recognition**

Land Recognition statement was delivered by Student Trustee Zylstra.

2. **Opening Prayer**

Opening Prayers were led by Trustee Moody.

3. **Roll Call**

Chair Huibers 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				
Sydney Yott	✓			
Steffen Zylstra	✓			

The following staff were in attendance:

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

4. **Approval of the Agenda**

Moved by Trustee Burtnik

Seconded by Trustee Prince

THAT the Niagara Catholic District School Board approve the Agenda of the Board Meeting of February 22, 2022, as presented.

CARRIED

5. **Declaration of Conflict of Interest**

Disclosures of Interest were declared by Trustees Fera and Moody with Item B1 of the In Camera Agenda of the Special Board meeting held on February 1, 2022. These trustees have family members who are employees of the Board and did not attend the February 1, 2022 Special Board meeting.

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

6.1 **January 25, 2022**

Moved by Trustee Prince

Seconded by Trustee Turner

THAT the Niagara Catholic District School Board approve the Minutes of the Board Meeting of January 25, 2022, as presented.

CARRIED

6.2 **February 1, 2022**

Moved by Trustee Prince

Seconded by Trustee Turner

THAT the Niagara Catholic District School Board approve the Minutes of the Board Meeting of February 1, 2022, as presented.

CARRIED

7. **Consent Agenda Items**

Trustee Burtnik requested Item F2 be held.

7.1 **Unapproved Minutes of the Committee of the Whole Meeting of February 8, 2022 and Consideration of Recommendations**

THAT the Niagara Catholic District School Board receive the unapproved Minutes of the Committee of the Whole of February 8, 2022, as presented.

7.1.1 **Elementary and Secondary School Year Calendars: 2022-2023**

THAT the Niagara Catholic District School Board approve the Elementary and Secondary School Year Calendars for the 2022-2023 school year, as presented.

7.2 Approved Minutes of the Special Education Advisory Committee (SEAC) Meeting of January 12, 2022

THAT the Niagara Catholic District School Board receive the Approved Minutes of the Special Education Advisory Committee Meeting of January 12, 2022, as presented.

7.3 In-Camera Items F1 & F3

Moved by Trustee Sicoli
Seconded by Trustee Prince

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

CARRIED

B. DELEGATIONS/PRESENTATIONS

C. COMMITTEE AND STAFF REPORTS

1. New Lincoln Elementary School

Clark Euale, Controller of Facilities Services presented the New Lincoln Elementary School report for Trustee information.

2. Financial Report as at January 31, 2022

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

Superintendent Vetrone answered questions of Trustees.

Superintendent Vetrone provided an update on the Grant for Student Needs (GSN) funding announced by the Ministry of Education on February 17, 2022.

Superintendent Vetrone answered questions of Trustees.

D. TRUSTEE ITEMS, OPEN QUESTION PERIOD & OTHER BUSINESS

1. Correspondence

1.1 OCSTA February 7, 2022 Letter

Chair Huibers highlighted the February 7, 2022 letter from OCSTA announcing Kathy Burtnik as the 2022 OCSTA Trustee Award of Merit recipient, and congratulated Trustee Burtnik on behalf of the Board.

2. Report on Trustee Conferences Attended

Student Trustee Yott highlighted the OSTA-EACO Board Council Conference held on February 18-19, 2022

3. General Discussion to Plan for Future Action

3.1 Pride Flag

Discussion took place on future plans for flying the Pride Flag.

The Board established this item as an operational item.

The will of the Board, through consensus, was that language around the Pride Flag, or any other group flag brought to the attention of the Director, be embedded in Niagara Catholic's Flag Flying Protocol.

Director Cipriano will bring the updated Flag Flying Protocol to the Board as an informational item at a future Board meeting prior to June 2022.

4. Trustee Information

4.1 Calendar of Events – March 2022

Director Cipriano highlighted the March 2022 Calendar of Events.

5. Open Question Period

None Submitted

E. NOTICES OF MOTION

1. NOTICE OF MOTION SUBMISSION

None Submitted

2. NOTICE OF MOTION PRESENTATION

None Presented

F. BUSINESS IN CAMERA

Moved by Trustee Turner

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 7:35 p.m. and reconvened at 8:16 p.m.

G. REPORT ON THE IN-CAMERA SESSION

Moved by Trustee Turner

Seconded by Trustee Prince

THAT the Niagara Catholic District School Board report the motions from the In Camera Session of the Board Meeting of February 22, 2022.

CARRIED

SECTION A: STUDENT TRUSTEES PRESENT

Nil

SECTION B: STUDENT TRUSTEES EXCLUDED

Moved by Trustee Sicoli

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 January 25, 2022, as presented.

CARRIED (Item F1.1)

Moved by Trustee Sicoli

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 February 2, 2022, as presented.

CARRIED (Item F1.2)

H. FUTURE MEETINGS AND EVENTS

I. MOMENT OF SILENT REFLECTION FOR LIFE

J. ADJOURNMENT

Moved by Trustee Prince

Seconded by Trustee Turner

THAT the February 22, 2022 meeting of the Niagara Catholic District School Board be adjourned.

CARRIED

This meeting was adjourned at 8:18 p.m.

Minutes of the Meeting of the Niagara Catholic District School Board held on **February 22, 2022**.

Approved on **March 22, 2022**.

Larry Huibers
Chair of the Board

Camillo Cipriano
Director of Education/Secretary -Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
MARCH 22, 2022**

PUBLIC SESSION

**TITLE: RELOCATION OF THE NIAGARA CATHOLIC LAUNCH
CENTRE**

The Relocation of the Niagara Catholic Launch Centre Report is presented for information.

Prepared by: Joseph Zaroda, Associate Superintendent of Education
Marco Magazzeni, Coordinator Experiential Learning, Alternative Education and Community Partnerships

Presented by: Joseph Zaroda, Associate Superintendent of Education
Marco Magazzeni, Coordinator Experiential Learning, Alternative Education and Community Partnerships

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

Date: March 22, 2022



REPORT TO THE BOARD MARCH 22, 2022

RELOCATION OF THE NIAGARA CATHOLIC LAUNCH CENTRE

BACKGROUND INFORMATION

To support student learning and innovation, the Niagara Catholic Launch Centre located at the Seaway Mall, Welland, was officially opened in the fall of 2017 with an official ribbon cutting ceremony attended by former Premier Kathleen Wynne on October 17, 2017.

The concept of the Launch Centre is to provide authentic innovative learning opportunities to all students in all pathways including University, College, Apprenticeship, World of Work and Community Living. These opportunities are provided in partnership with business, industry, and local agencies. The Launch Centre also works closely with local Economic Development Offices as well as municipal and regional governments and agencies.

The Launch Centre currently hosts Aviation, Construction, Manufacturing, Transportation, Robotics, and Dual Credit Courses with Niagara College in Math and Blueprint Reading as well as Grade 9 Math classes combined with technology and umbrellas our live hair salon located within the Seaway Mall.

In the summer of 2020, the Seaway Mall in partnership with Toth Group embarked on a journey in redeveloping portions of the Seaway Mall to residential development. This proposal included the demolition of the former Target Store which included the location of the Launch Centre. This project was recently approved through Welland City Council. As a result, with the support of the Seaway Mall and our community partners, the Niagara Catholic Launch Centre is currently in the process of relocating behind the Winners Store in the Seaway Mall. This move although cumbersome, is an amazing learning experience for our students and has created further opportunities in expanding our partnerships.

The Relocation of the Niagara Catholic Launch Centre Report is presented for information.

Prepared by: Joseph Zaroda, Associate Superintendent of Education
Marco Magazzeni, Coordinator Experiential Learning, Alternative Education and
Community Partnerships

Presented by: Joseph Zaroda, Associate Superintendent of Education
Marco Magazzeni, Coordinator Experiential Learning, Alternative Education and
Community Partnerships

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

Date: March 22, 2022

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
MARCH 22, 2022**

PUBLIC SESSION

TITLE: FLAG PROTOCOL

The Flag Protocol report 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: March 22, 2022



REPORT TO THE BOARD MARCH 22, 2022

FLAG PROTOCOL

BACKGROUND INFORMATION

At the February 2022 regular meeting of the Board. Discussion took place with respect to issues of governance and operational decisions of the board; in particular to requests received from organizations or individuals outside of the Niagara Catholic District School Board to raise flags at the Catholic Education Centre or any other building or school of the Board. After discussion, it was determined by consensus of the Board that these types of decisions rested solely with the Director of Education and senior staff as operational matters. It was requested by the Board that the current Flag Protocol, first adopted in 2015 be updated to reflect requests from outside agencies and responses to such requests.

The Niagara Catholic District School Board Flag Protocol is attached as Appendix A as information. The Protocol is housed publicly on the Niagara Catholic District School Board website.

<p>The Flag Protocol report is presented for information.</p>

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: March 22, 2022

Niagara Catholic Flag Protocol

Adopted January 2015

Revised March 2022

Reference: [Rules for Flying the National Flag of Canada](#)

The following protocol is to be followed with respect to flags flying at Niagara Catholic schools and sites:

1. All flags are removed daily at sunset from exterior flag poles, stored respectfully inside the building and returned to full mast position at sunrise the following school day;
2. Flags are flown at half-mast position in accordance with the durations prescribed in the Government's [Rules for Half-masting the National Flag of Canada](#). This includes the following occasions:
 - The death of the Sovereign, Prime Minister or Governor General of Canada
 - The death of the spouse of the Sovereign, the heir to the throne or the heir to the heir of the throne
 - The death of a former Governor General
 - The death of a former Prime Minister
 - The death of a Chief Justice of Canada and members of the Canadian Ministry
 - The death of a Lieutenant Governor
 - The death of a member of the Privy Council or a Canadian Senator
 - The death of a member of the House of Commons
 - The death of a High Commissioner or Ambassador to Canada (while in Canada)
 - When half-masting is initiated by a province or territory

On "special" days recognized by the federal government, including:

- Day of Mourning for Persons Killed or Injured in the Workplace (April 28)
- National Day of Remembrance for Victims of Terrorism (June 23)
- Police and Peace Officers' National Memorial Day (observed on the last Sunday in September)
- National Day for Truth and Reconciliation (September 30)
- Remembrance Day (November 11)
- National Day of Remembrance and Action for Violence Against Women (December 6)

Flags may also be flown at half mast at the discretion of the Director of Education in response to:

- The death of a current student, staff member, or trustee
- The death of an individual or any other individual with a close connection to the Board (e.g. the bishop, a retired bishop or a parish priest or a retired Director of Chair, with the prior approval of that individual's next of kin),
- A community tragedy

1. At schools with one flag pole, the flags are positioned, in accordance with the [Rules for Flying the National Flag of Canada](#), with the Canadian flag placed in the highest position on the flag pole.
2. At schools with two flag poles, the flags are positioned, in accordance with the [Rules for Flying the National Flag of Canada](#), with the Canadian flag to the left, from the point of view of the observer facing the two flag poles;
3. At schools with three flag poles, the flags are positioned, in accordance with the [Rules for Flying the National Flag of Canada](#), with the flag of Canada in the centre, the provincial flag to the left, and the board flag to the right, from the point of view of the observer facing the three flag poles;
4. The three interior presentation flag sets (federal, provincial, and board flags) are positioned in a prominent location in the main entrance of each Niagara Catholic site in accordance with the [Rules for Flying the National Flag of Canada](#);
5. When a flag becomes tattered and is no longer in a suitable condition for use, it is to be sent to Facilities Services to be destroyed in a dignified way and a new flag is to be ordered, in accordance with the [Rules for Flying the National Flag of Canada](#).
6. Any request to fly a flag other than the Canadian , Ontario or Niagara Catholic flag must be made in writing (email is acceptable) to the Director of Education, including the type of flag, the reason(s) for the request, and the duration of the request. Requests will be granted at the discretion of the Director.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
MARCH 22, 2022**

PUBLIC SESSION

TITLE: NIAGARA CATHOLIC 2022 RECRUITMENT CAMPAIGN

The Niagara Catholic 2022 Recruitment Campaign report is presented for information.

Prepared by: Camillo Cipriano, Director of Education/Secretary-Treasurer
Jennifer Pellegrini, Communications Officer

Presented by: Camillo Cipriano, Director of Education/Secretary-Treasurer
Jennifer Pellegrini, Communications Officer

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

Date: March 22, 2022



REPORT TO THE BOARD MARCH 22, 2022

NIAGARA CATHOLIC 2022 RECRUITMENT CAMPAIGN

BACKGROUND INFORMATION

Every year, the Communications Department undertakes a marketing campaign to recruit students to Niagara Catholic elementary and secondary schools. This is beyond what we spend each year to ensure a strong presence online through Google Analytics.

This year, Niagara Catholic's campaign ran from January 14 through March 15 (part 1) and included the following:

- Facebook, Instagram, and Snapchat advertising for secondary schools (January 14-February 3) – Schools provided updated videos
- Facebook and Instagram for elementary schools (January 14-February 25) – Updated 2018 video due to Omicron
- Sponsored content (article run through the National Post, February 16-March 15 (Appendix A))

We have two more campaigns that will run in the late spring into the summer to promote registration:

- A video campaign focused on myths and misconceptions of Catholic education
- a photo campaign that will showcase students, staff, and other stakeholders as Faces of God

This year, we noted close to 1,200 pre-registration emails received between November 10 and March 15 (these are received when individuals do a preliminary registration but have not completed the process). This includes students from all grades. Of those, more than 900 were received during the two-month campaign.

As of March 11, we noted close to 900 elementary registrations; the majority of which are registered as Year 1 students for next year in Maplewood.

It is interesting to note that we continue to receive pre-registrations for the 2021-2022 school year. During that same period (January 14 to March 15) we received close to 300 pre-registrations for this year. Some of these, particularly for the Year 1 and 2 students, could be entered in error for this year instead of next, but many are for grades outside of kindergarten.

A brief Powerpoint presentation will showcase the 2022 campaign.

The Niagara Catholic Recruitment Campaign report is presented for information.

Prepared by: Camillo Cipriano, Director of Education/Secretary-Treasurer
Jennifer Pellegrini, Communications Officer

Presented by: Camillo Cipriano, Director of Education/Secretary-Treasurer
Jennifer Pellegrini, Communications Officer

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

Date: March 22, 2022

Encountering souls and opening minds through student engagement

Author of the article:

[Ursula Leonowicz](#) • Postmedia Content Works

Publishing date:

Feb 16, 2022 • February 16, 2022 • 3 minute read

Appendix A



At Niagara Catholic, student leadership is encouraged every day, among all students. SUPPLIED

Generation Z is taking bold steps to transform their schools, communities, and the world. If you have any doubt, just spend a few minutes talking to Saint Michael Catholic High School student Steffen Zylstra.



Steffen Zylstra is a Grade 11 student at Saint Michael Catholic High School. SUPPLIED

Over the course of a conversation, the Grade 11 student demonstrates that, given the opportunity, youth are committed to making the world a better place.

“Between co-chairing the Niagara Catholic Student Senate, being a student trustee for the board and my involvement with the Ontario Student Trustees’ Association, there are a lot of different people I work with to ensure the student voice is heard at every level so we can improve education, the school environment and bring the needs and wants of all students to the forefront,” he says.

“Because ultimately, my goal is for everyone to have a positive experience at school.”

Zylstra attended his first Student Leadership Symposium in Grade 6, igniting his passion for student leadership.



Notre Dame College School principal Andrew Boon. SUPPLIED

The symposium is an annual opportunity for emerging student leaders to be acquainted with their trustees as well as the various channels they have to express themselves, exchange ideas, discuss, consult and communicate.

When it comes to promoting student engagement, the board provides many opportunities and events for students to get involved in their education and have their voice heard.



Opportunities for student engagement start in elementary school and go all the way to graduation. SUPPLIED

What makes Niagara Catholic special, is that student voice isn't reserved for special events or for students who are confident in their leadership ability. Student leadership is encouraged every day, among all students; even those who might need a nudge to come forward.

"I think the greatest opportunities we provide are those extra-curriculars, social justice groups and activities that allow our students to experience what they should expect in the world when they leave us," says Notre Dame College School principal Andrew Boon, who himself graduated from Notre Dame, or, as it's best-known, the school where kindness lives, and has made connecting with students and meeting them wherever they are in life an ongoing priority.



Niagara Catholic serves more than 21,000 elementary, secondary, and alternative education students from 112 countries. SUPPLIED

“We’re trying to prepare them to be critical thinkers and community members as well as activists; people that will support one another and help those in need. I think that’s where we really succeed as a board.”

Serving more than 21,000 elementary, secondary, and alternative education students from 112 countries, Niagara Catholic offers students a diverse range of programs from Advanced Placement classes (coming September 2022) to technology.

Everything is done from a distinctly Catholic perspective, highlighting learning as an interactive process where teaching is shaped by the learner, with the aim of a better future for all.



At Niagara Catholic, learning is an interactive process where teaching is shaped by the learner, with the aim of a better future for all. SUPPLIED

“We focus on nurturing the soul. We’re not just looking at academic development, we’re looking at their emotional, social, and spiritual development as well. We’re looking at their wellbeing as a complete person, and every aspect of their personality,” explains Boon.



Niagara Catholic provides many opportunities for students to get involved in their education. SUPPLIED

“And we may just be a small school board in the Niagara region, but we know that our students will leave one day and change the communities they live in around the world for the better.”

Niagara Catholic’s student trustees lead the Student Senate, which plays a key role in organizing events and activities in their schools and throughout the board and bring student voice to the forefront on a myriad of issues throughout the year, including mental health, equity, and diversity to Senior Staff and the Board of Trustees.

It’s no coincidence, then, that these issues are front and centre in Niagara Catholic’s Multi-Year Strategic Plan, adopted in late 2021. Among its many ambitious goals is to find ways for all students to see themselves reflected in their classrooms and in their programming.



Niagara Catholic offers students a diverse range of programs from Advanced Placement classes (coming September 2022) to technology. SUPPLIED

With opportunities for engagement that start in elementary school and go all the way to graduation, it’s no wonder Niagara Catholic students go on to achieve great things; but only when we listen to their voices.

Or, as Boon asks, “What are we without students? We’re a building. Without their voices, and their contributions, what are we even able to offer, which is why it’s critically important that we listen to them and hear them, so we can reflect on their needs and how we can best meet them.”

For more information about Niagara Catholic, including how to register for September 2022, please visit niagaracatholic.ca

This story was created by Content Works, Postmedia's commercial content division, on behalf of Niagara Catholic District School Board.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
MARCH 22, 2022**

PUBLIC SESSION

TITLE: FINANCIAL REPORTS AS AT FEBRUARY 28, 2022

The Financial Reports as at February 28, 2022 is 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: March 22, 2022



**REPORT TO THE BOARD
MARCH 22, 2022**

FINANCIAL REPORT AS AT FEBRUARY 28, 2022

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

APPENDIX A INTERIM FINANCIAL REPORT FEBRUARY 28, 2022

APPENDIX B FORECASTED EXPENDITURE SUMMARY FEBRUARY 28, 2022

The Financial Reports as at February 28, 2022 is 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: March 22, 2022

Niagara Catholic DSB
2021-22 Interim Financial Report

For the Month Ending February 28, 2022

Summary of Financial Results

(\$Thousands)	Revised Estimates	Forecast	In-Year Change	
			\$	%
Revenue				
Operating Grants	228,002	228,002	-	0.0%
Capital Grants	30,277	30,277	-	0.0%
Other	19,372	19,372	-	0.0%
Total Revenue	277,651	277,651	-	0.0%
Expenditures				
Classroom	212,422	213,137	715	0.3%
Other Operating	8,383	8,498	115	1.4%
Transportation	12,225	12,224	(1)	(0.0%)
Pupil Accomodation	41,537	41,381	(156)	(0.4%)
Other	4,485	4,485	-	0.0%
PSAB Adjustments	1,645	1,645	-	0.0%
Total Expenditures	280,697	281,370	673	0.2%
In-Year Surplus (Deficit)	(3,046)	(3,719)	(673)	22.1%
Prior Year Accumulated Surplus (Deficit)	14,402	14,751	-	0.0%
Accumulated Surplus (Deficit) for Compliance	11,356	11,032	(673)	(5.7%)

Summary of Enrolment

ADE	Revised Estimates	Forecast	In-Year Change	
			#	%
Elementary				
JK -3	6,702	6,702	-	0.0%
4-8	7,444	7,444	-	0.0%
Total Elementary	14,146	14,146	-	0.0%
Secondary <21				
Pupils of the Board	6,169	6,169	-	0.0%
Other Pupils	49	49	-	0.0%
Total Secondary	6,218	6,218	-	0.0%
Total	20,364	20,364	-	0.0%

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

2021-2022 YTD ILLNESS & QUARANTINE

	Avg Per Instruc. Day	Avg per Staff FTE
CUPE	63.3	15.4
OECTA	62.0	10.0
PRIN/VP	2.9	7.2
Non-Union	0.28	0.5

* does not include LOA, Maternity, LTD, Bereavement, PD

Summary of Staffing

FTE	Revised Estimates	Forecast	In-Year Change	
			#	%
Classroom				
Teachers	1,237	1,237	-	0.0%
Non-Teachers	804	804	-	0.0%
Total Classroom	2,041	2,041	-	0.0%
Non-Classroom	252	252	-	0.0%
Total	2,293	2,293	-	0.0%

ILLNESS OCCURENCES YTD FEBRUARY 28, 2022

	2018-2019	2019-2020	2020-2021	2021-2022
CUPE	7,544	6,920	6,522	7,080
OECTA	6,967	5,031	5,338	6,906
PRIN/VP	297	432	173	328
Non-Union	110	67	100	32
Total Illness	14,918	12,450	12,133	14,346

QUARANTINE OCCURENCES YTD FEBRUARY 28, 2022

	2018-2019	2019-2020	2020-2021	2021-2022
CUPE	0	0	392	258
OECTA	0	0	820	281
PRIN/VP	0	0	35	11
Non-Union	0	0	10	0
Total Quarantine	0	0	1,257	550

a	e = (d-b) / b	b	c = b - a	d = c/a
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	2020-21			2021-22					
	Rev Estimates	Financial Statements (August 2021)	Variance	Estimates	% Change from Prior Year Actuals	Revised Estimates	Forecast	Change	
								\$ Increase (Decrease)	% Increase (Decrease)
OPERATING									
Classroom Instruction									
Teachers	138,118	136,210	(1.4%)	132,304	(2.9%)	137,587	138,848	1,261	0.95%
Supply Teachers	6,724	8,453	25.7%	6,517	(22.9%)	6,717	6,485	(232)	-3.56%
Teacher Assistants and ECEs	23,564	23,294	(1.1%)	22,478	(3.5%)	22,092	21,967	(125)	-0.56%
Classroom Computers	888	1,187	33.7%	854	(28.1%)	854	854	-	0.00%
Textbooks and Supplies	4,792	5,427	13.3%	4,898	(9.7%)	6,422	6,422	-	0.00%
Professionals and Paraprofessionals	8,657	8,264	(4.5%)	9,166	10.9%	9,599	9,593	(6)	-0.07%
Library and Guidance	4,473	4,247	(5.1%)	4,076	(4.0%)	4,076	4,096	20	0.49%
Staff Development	595	129	(78.3%)	499	286.8%	499	499	-	0.00%
Department Heads	329	321	(2.4%)	329	2.5%	329	330	1	0.30%
Principal and Vice-Principals	10,884	10,841	(0.4%)	10,091	(6.9%)	10,951	10,936	(15)	-0.15%
School Office	6,038	5,689	(5.8%)	6,292	10.6%	6,176	6,082	(94)	-1.49%
Co-ordinators and Consultants	2,666	2,268	(14.9%)	2,438	7.5%	2,438	2,485	47	1.93%
Continuing Education	4,016	3,866	(3.7%)	4,851	25.5%	4,682	4,540	(142)	-2.93%
Total Instruction	211,744	210,196	-0.7%	204,793	(2.6%)	212,422	213,137	715	0.3%
Administration									
Trustees	264	234	(11.4%)	265	13.2%	265	256	(9)	(3.4%)
Director/Supervisory Officers	1,190	1,189	(0.1%)	1,262	6.1%	1,341	1,484	143	11.3%
Board Administration	6,261	6,861	9.6%	6,474	-5.6%	6,777	6,758	(19)	(0.3%)
Total Administration	7,715	8,284	7.4%	8,001	(3.4%)	8,383	8,498	115	1.4%
Transportation	11,417	10,753	(5.8%)	11,895	10.6%	12,225	12,224	(1)	(0.0%)
Pupil Accomodation									
School Operations and Maintenance	23,342	24,140	3.4%	23,703	(1.8%)	23,885	23,728	(157)	(0.7%)
School Renewal	706	885	25.4%	713	(19.4%)	713	713	-	0.0%
Other Pupil Accomodation	3,037	2,415	(20.5%)	2,258	(6.5%)	2,257	2,258	1	0.0%
Amortization and Write-downs	13,364	13,860	3.7%	12,887	(7.0%)	14,682	14,682	-	0.0%
Total Pupil Accomodation	40,449	41,300	2.1%	39,561	(4.2%)	41,537	41,381	(156)	(0.4%)
Other									
School Generated Funds -Expenditures	4,366	1,909	-56.3%	4,368	128.8%	4,368	4,368	-	0.0%
Loss on disposal of assets	117	117	0.0%	117	0.0%	117	117	-	0.0%
Total Other Expenditures	4,483	2,026	-54.8%	4,485	121.4%	4,485	4,485	-	0.0%
TOTAL EXPENDITURES	275,808	272,559	-1.2%	268,735	(1.4%)	279,052	279,725	673	0.3%
PSAB Adjustments	10,372	758		6,774		1,645	1,645		
	286,180	273,317		275,509		280,697	281,370		