

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
COMMITTEE OF THE WHOLE MEETING  
APRIL 5, 2022**

***PUBLIC SESSION***

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

---

---

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

---

---

Prepared by: Domenic Massi, Associate 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: April 5, 2022



## REPORT TO THE COMMITTEE OF THE WHOLE MEETING APRIL 5, 2022

### STAFF DEVELOPMENT DEPARTMENT PROFESSIONAL DEVELOPMENT OPPORTUNITIES

#### BACKGROUND INFORMATION

In alignment with Niagara Catholic's Multi-Year Strategic Plan, 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 April 5, 2022 through May 10, 2022

#### PROFESSIONAL DEVELOPMENT ACTIVITIES (APRIL 5<sup>TH</sup> – MAY 10<sup>TH</sup>)

Date	Title	Description	Audience	Location
Wednesday, April 6, 2022	Leadership Identification Program (LIP)	The third LIP session will consist of presentations from the Student Support Department and Family and Children Services (FACS).	Various Teachers	Virtual
Thursday, April 7, 2022	Informal Learning, Popular Music Ensembles, and Learning by Ear	Attendees will be presented with the tenets of informal learning, how to facilitate rock stations, and be taken through the process of learning by ear as a whole class. Attendees will be led through what is needed to be successful and the practical skills to help facilitate by-ear learning with their groups.	Itinerant Arts Teachers	Virtual
Tuesday, April 19, 2022	New Teacher Induction Program (NTIP)	The focus of the half-day session will be on various mental health topics presented by Andrea Bozza (Mental Health Lead)	New Teachers	Virtual
Monday, April 25, 2022  *additional dates below	Growing in Faith Growing in Christ virtual Teacher Training Sessions	Three live, virtual training sessions reviewing the Grades 1-3, 4-6, and 7-8 Growing in Faith Growing in Christ, Religious Education resources have been arranged for teachers. These division specific sessions are opportunities to learn how to efficiently navigate the program's teacher and student resources. There will be an opportunity to ask questions. The session will be hosted by Stephanie Wells, Marketing Manager for Pearson.	Grades 7-8 Teachers	Virtual

Tuesday, April 26, 2022  &  Monday, May 2, 2022	Building Thinking Classrooms K-12 with Dr. Peter Liljedahl (Session 3 & 4)	The work of Dr. Peter Liljedahl has helped us to reimagine teaching and learning in the mathematics classroom. After 18 years of research, Dr. Liljedahl has compiled a list of 14 practices to optimize thinking. This is the third and fourth workshops in a series of webinars with Dr. Peter Liljedahl, author of <i>Building Thinking Classrooms</i> . While the research focuses on the mathematics classroom, Peter's experience and examples are certainly applicable for all subject areas.	K-12 Teachers	Virtual
Tuesday, April 26, 2022	Phonics and Spelling- Effective Decoding and Encoding Instruction	This is the third of four reading workshops being offered to all teachers.	K-12 Teachers	Virtual
Monday, May 9, 2022	Growing in Faith Growing in Christ virtual Teacher Training Sessions	Three live, virtual training sessions reviewing the Grades 1-3, 4-6, and 7-8 Growing in Faith Growing in Christ, Religious Education resources have been arranged for teachers. These division specific sessions are opportunities to learn how to efficiently navigate the program's teacher and student resources. There will be an opportunity to ask questions. The session will be hosted by Stephanie Wells, Marketing Manager for Pearson.	Grades 4 - 6	Virtual
Wednesday, May 11, 2022	Growing in Faith Growing in Christ virtual Teacher Training Sessions	Three live, virtual training sessions reviewing the Grades 1-3, 4-6, and 7-8 Growing in Faith Growing in Christ, Religious Education resources have been arranged for teachers. These division specific sessions are opportunities to learn how to efficiently navigate the program's teacher and student resources. There will be an opportunity to ask questions. The session will be hosted by Stephanie Wells, Marketing Manager for Pearson.	Grades 1 - 3	Virtual

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

---

Prepared by: Domenic Massi, Associate 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: April 5, 2022

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
COMMITTEE OF THE WHOLE MEETING  
APRIL 5, 2022**

***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: April 5, 2022



**REPORT TO THE COMMITTEE OF THE WHOLE MEETING  
APRIL 5, 2022**

**CAPITAL PROJECTS PROGRESS REPORT UPDATE**

---

---

**BACKGROUND INFORMATION**

Individual progress reports for capital projects are presented as follows:

**IN PROGRESS**

Appendix A	Monsignor Clancy Catholic Elementary School – Consolidated Monsignor Clancy/St. Charles Catholic Elementary School and New Child Care
Appendix B	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: April 5, 2022

## PROJECT PROGRESS AND STATUS REPORT

MONSIGNOR CLANCY / OUR LADY OF THE HOLY ROSARY CATHOLIC  
ELEMENTARY SCHOOL, THOROLD  
Rev. 1.0, 29/03/2022

A - General information	
Project Name	Monsignor Clancy / Our Lady of the Holy Rosary Catholic Elementary School Thorold, Ontario
Report Prepared by	Tunde Labbanz, 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, April 5, 2022
Reporting Period	March 1 - 31, 2022

B - Executive Summary				
Overall Status				
	<i>Controlled</i>	<i>Caution</i>	<i>Critical</i>	<i>Reason for Deviation (Comments)</i>
<b>Budget:</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	On budget.
<b>Schedule:</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Delayed to September 2022 Occupancy due to the following: <ul style="list-style-type: none"> <li>Ministry Approvals</li> <li>COVID-19 Pandemic</li> </ul>
<b>Scope:</b>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	At risk due to supply chain shortages / delays that have necessitated the sourcing of alternative products from original design intent.
<b>Quality:</b>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	At risk due to supply chain shortages / delays that have necessitated the sourcing of alternate products from original design intent.

## PROJECT PROGRESS AND STATUS REPORT

MONSIGNOR CLANCY / OUR LADY OF THE HOLY ROSARY CATHOLIC  
 ELEMENTARY SCHOOL, THOROLD  
 Rev. 1.0, 29/03/2022

<p>Executive Summary</p>	<ul style="list-style-type: none"> <li>➤ <b>PROJECT INFORMATION</b> <ul style="list-style-type: none"> <li>○ New Area to be Constructed ~ 10,268 s.f.</li> <li>○ Additional Pupil Places ~ 104 students</li> <li>○ New School Capacity ~ 677 students</li> <li>○ Additional Child Care Places ~ 49</li> </ul> </li> <li>➤ <b>PROJECT FUNDING</b> <ul style="list-style-type: none"> <li>○ \$6,681,382 (Capital Priorities, Child Care, SCI)</li> </ul> </li> <li>➤ The project is on <u>schedule</u>, <u>budget</u>, and <u>scope</u>.</li> <li>➤ The executive team has approved the concept for implementation.</li> <li>➤ Phase I of the project is complete 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</li> <li>➤ 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</li> </ul>



## PROJECT PROGRESS AND STATUS REPORT

MONSIGNOR CLANCY / OUR LADY OF THE HOLY ROSARY CATHOLIC  
ELEMENTARY SCHOOL, THOROLD  
Rev. 1.0, 29/03/2022

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		JUL2020	COMPLETED
Construction Start		05OCT2020	COMPLETED
Building Envelope (Roofing/Windows/Doors)	6 September 2021	08NOV2021	COMPLETED
Interior Finishes	4 October 2021	14MAR2022	COMPLETED
Child Care Centre	4 April 2022		IN PROGRESS
Playgrounds and Landscaping	29 August 2022		IN PROGRESS
Closure of Monsignor Clancy CES	30 June 2022	30JUN2022	Not Started
St. Charles Catholic Elementary School Closure	30 June 2022	30JUN2022	Not Started
St. Charles CES Move to New School	15 August 2022		Not Started
Additional Milestones	TBA	n/a	Not Started

D – Open Action Items				
#	Title	Expected Delivery	Owner / Approver	Status
1	Tennis Court Repurposing / Community Partnership Opportunity	15DEC2022	Controller of Facilities Services	IN PROGRESS
2	Name Change of School	15AUG2022	PM	Not Started

## PROJECT PROGRESS AND STATUS REPORT

MONSIGNOR CLANCY / OUR LADY OF THE HOLY ROSARY CATHOLIC  
ELEMENTARY SCHOOL, THOROLD  
Rev. 1.0, 29/03/2022

E - Issues, Risks, Challenges and discussion items				
#	Title	Description	Owner	Status
1	Risk item 1	Overall negative effects of the COVID-19 Pandemic on the project: <ul style="list-style-type: none"> <li>• Delays</li> <li>• Supply Chain (Quality/Delays)</li> <li>• Contractor Delays</li> <li>• Consultant Delays</li> <li>• Community Response</li> </ul>	PM	OPEN
2	Risk Item 2	Request for major additional work required at the school prior to opening in September 2022.	PM	OPEN
3	Risk Item 2	Request for Fire Alarm Verification for entire facility prior to Engineers' sign off.	PM	OPEN

## PROJECT PROGRESS AND STATUS REPORT

MONSIGNOR CLANCY / OUR LADY OF THE HOLY ROSARY CATHOLIC  
ELEMENTARY SCHOOL, THOROLD  
Rev. 1.0, 29/03/2022

---

<b>F - Accomplishments / Plans</b>
Accomplishments during <i>this Reporting Period</i> :

## PROJECT PROGRESS AND STATUS REPORT

MONSIGNOR CLANCY / OUR LADY OF THE HOLY ROSARY CATHOLIC  
ELEMENTARY SCHOOL, THOROLD  
Rev. 1.0, 29/03/2022

### F - Accomplishments / Plans

1. Phase I - Interior work:
  - Kindergarten room millwork completed, counter tops installed
  - Library completed, shelving installed
  - Fire Alarm panel relocation to new entrance completed
  - Partial occupancy received
  - Data, Phone installation completed
  - Flooring completed
  - Move into new offices accomplished
  
2. Phase I – Exterior work:
  - Rooftop Units installed, balanced and running
  - Siding completed
  - Roofing and metal flashing completed
  - Landscaping completed
  - Fence removal from tennis courts completed
  
3. Phase II – Child care construction:
  - Demolition of old offices completed
  - New rooftop unit installed
  - Masonry work completed
  - Mechanical and Electrical work completed
  - Ceiling installation underway
  - Flooring in progress
  - Millwork installation completed
  - Child Care playground scheduled for April
  - Fire Alarm verification scheduled for April

## PROJECT PROGRESS AND STATUS REPORT

MONSIGNOR CLANCY / OUR LADY OF THE HOLY ROSARY CATHOLIC  
ELEMENTARY SCHOOL, THOROLD  
Rev. 1.0, 29/03/2022



### F - Accomplishments / Plans

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

1. Finish ceiling and flooring installation in Child Care area.
2. Finish Fire Alarm verification for entire facility.

### 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		March 29, 2022
Controller of Facilities Services	NCDSB		March 29, 2022

#### 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



## PROJECT PROGRESS AND STATUS REPORT

Rev. 1.0, 29/03/2022

A - General information	
Project Name	<b>New Wainfleet Catholic Elementary School</b> <b>Wainfleet, Ontario</b>
Report Prepared by	Tunde Labbancz, Project Manager, Facilities Services
Project Sponsors:	Kim Kinney, Superintendent Julie Mangiacasale, Principal, St Elizabeth CES
Date	Tuesday, April 5, 2022
Reporting Period	March 1 – 31, 2022

B - Executive Summary				
Overall Status				
	<i>Controlled</i>	<i>Caution</i>	<i>Critical</i>	<i>Reason for Deviation (Comments)</i>
<b>Budget:</b>				Class A cost estimate is over budget. Extraordinary costs request was submitted to the Ministry for consideration.
<b>Schedule:</b>				N/A
<b>Scope:</b>				N/A
<b>Quality:</b>				At-risk due to high-Class C and Class A cost estimate that necessitated the sourcing of alternate products from the original design intent.

## PROJECT PROGRESS AND STATUS REPORT

Rev. 1.0, 29/03/2022

<p>Executive Summary</p>	<ul style="list-style-type: none"> <li>➤ <b>PROJECT INFORMATION</b> <ul style="list-style-type: none"> <li>○ Combined Area of New School to be Constructed: 69,734 s.f.</li> <li>○ New School Capacity: 587 students</li> <li>○ NCDSB Pupil Places: 118</li> </ul> </li>   <li>➤ <b>PROJECT FUNDING</b> <ul style="list-style-type: none"> <li>○ Combined Capital Priorities Grant \$15,778,930</li> <li>○ NCDSB Capital Priorities Grant \$3,574,873</li> </ul> </li> <li>➤ The executive team has selected the architects for the project.</li> <li>➤ The executive team has approved the concept plan for implementation.</li> <li>➤ Site Plan Agreement has been resubmitted after comments received from the Township of Wainfleet.</li> <li>➤ Class C Cost Estimate was over budget at \$23, 323, 000.</li> <li>➤ Class A Cost Estimate came in over budget at \$22, 600, 000.</li> <li>➤ Submission request to the Ministry for extraordinary costs sent submitted Dec.16</li> <li>➤ Request to Proceed to Tender form submitted to Ministry</li> <li>➤ Documents had been submitted for building permit to Township of Wainfleet Mar. 14.</li> </ul>

## PROJECT PROGRESS AND STATUS REPORT

Rev. 1.0, 29/03/2022

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
Site Plan Approval	February 2022		IN PROGRESS
Building Permit	March 2022		IN PROGRESS
Project Tender	April 2022		IN PROGRESS
Construction Start	May 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	TBA	N/A	NOT STARTED

D – Open Action Items				
#	Title	Expected Delivery	Owner / Approver	Status
1	MTO approval	January 2022	MTO	IN PROGRESS
2	SPA approval	February 2022	Township of Wainfleet	IN PROGRESS
3	MOE approval to proceed to Tender	March 2022	MOE	IN PROGRESS
4	Building Permit approval	April 2022	Township of Wainfleet	IN PROGRESS
5	Cost Sharing Agreement	February 2022	NCDSB/DSBN	NOT STARTED
6	Lease Agreement	March 2022	NCDSB/DSBN	NOT STARTED
7	Operations Agreement	Q3 2022	NCDSB/DSBN	NOT STARTED



## PROJECT PROGRESS AND STATUS REPORT

Rev. 1.0, 29/03/2022

E - Issues, Risks, Challenges and discussion items				
#	Title	Description	Owner	Status
1	Risk item 1	Quality of materials and building components at-risk due to high-Class C and Class A cost estimates, which necessitated the sourcing of alternate products from the original design intent.	Design Team	COMPLETED
2	Risk Item 2	Approval to Proceed to Tender at-risk due to high-Class A cost estimate.	Ministry of Education	IN PROGRESS

## PROJECT PROGRESS AND STATUS REPORT

Rev. 1.0, 29/03/2022

### F - Accomplishments / Plans

#### Accomplishments during *this Reporting Period* :

1. Site Plan application sent to Township of Wainfleet. Documents submitted with the application: Application Form; Stage 1 and 2 Archaeological Assessment; Civil Drawings; Elevation Drawings; Land Use Compatibility Study; Landscape Plan; Noise Impact Assessment; Septic System Design Brief; Site Plan; Storm Water Management Design Brief; Transportation Impact Study. Design team is working through the comments received to address the issues and submit responses/revised drawings.
2. Approval To Proceed (ATP) to Tender submitted to the Ministry December 16th
3. MOE approval of septic design is expected to take 6-12 more months.
4. Building permit application sent to Township of Wainfleet on 14 March, 2022.

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

## PROJECT PROGRESS AND STATUS REPORT

Rev. 1.0, 29/03/2022

### 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		March 29, 2021
Controller of Facilities Services	NCDSB		March 29, 2022
<b>COPIES TO:</b>			
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