



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 20, 2011

7:00 P.M.

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

A. ROUTINE MATTERS

1. Opening Prayers – Rhianon Burkholder -
2. Roll Call -
3. Approval of the Agenda -
4. Declaration of Conflict of Interest -
5. Minutes of the Board Meetings
 - 5.1 November 22, 2011 A5.1
 - 5.2 December 6, 2011 A5.2

B. DELEGATIONS/PRESENTATIONS

1. Niagara Catholic Good Samaritan Award
 - 1.1 Meredith Vanderlee – St. Ann Catholic Elementary School, St. Catharines B1.1
 - 1.2 Father Fogarty Adult and Continuing Education Learning Centre Emergency Response B1.2
2. Christmas Cards 2011 B2
3. Lakeshore Catholic High School Jazz Band & Choir -

C. COMMITTEE AND STAFF REPORTS

1. School Excellence Program C1
St. Peter Catholic Elementary School
2. Unapproved Minutes of the Committee of the Whole Meeting of December 6, 2011 C2
and Consideration of Recommendations
 - 2.1 Student Fees Policy (201.9) C2.1
 - 2.2 Occupational Health & Safety Policy (201.6) C2.2
Employee Workplace Violence Policy (201.11)
3. Approved Minutes of the Special Education Advisory Committee Meeting C3
of October 5, 2011
4. Approved Minutes of the Niagara Catholic Parent Involvement Committee Meeting C4
of September 8, 2011

- | | | |
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| 5. | Ad Hoc Attendance Area Review Committee Meeting
Notre Dame College and Associated Elementary Schools Area, and Port Robinson | |
| 5.1 | Approved Minutes of November 8, 2011 Meeting | C5.1 |
| 5.2 | Approved Minutes of November 23, 2011 Meeting | C5.2 |
| 5.3 | Unapproved Minutes of November 28, 2011 Meeting | C5.3 |
| 6. | Director's Annual Report 2011 | C6 |
| 7. | Niagara Catholic Education Award of Distinction 2012 | C7 |
| 8. | Revised Board Budget 2011-2012 | C8 |
| 9. | Financial Reports | |
| 9.1 | Monthly Banking Transactions for the Months of October, November 2011 | C9.1 |
| 9.2 | Statement of Revenue and Expenditures as at November 30, 2011 | C9.2 |
| 10. | Trustee Honorarium for the Year from December 1, 2011 to November 30, 2012 | C10 |

D. TRUSTEE ITEMS, OPEN QUESTION PERIOD & OTHER BUSINESS

- | | | |
|-----|--|------|
| 1. | Correspondence | |
| 1.1 | Crawford Smith & Swallow – Examination of Financial Statements | D1.1 |
| 1.2 | Most Rev. Bishop Bergie – Thank You for Gift | D1.2 |
| 2. | Report on Trustee Conferences Attended | |
| 3. | General Discussion to Plan for Future Action | - |
| 4. | Trustee Information | |
| 4.1 | Spotlight on Niagara Catholic – December 6, 2011 | D4.1 |
| 4.2 | Calendar of Events – January 2012 | D4.2 |
| 4.3 | Christmas Break – December 24, 2011 – January 8, 2012 | - |
| 4.4 | OCSTA Trustees' Professional Development Seminar – January 13-14, 2012 | - |
| 4.5 | Niagara Catholic Baby Celebration – January 18, 2012 | - |
| 4.6 | Bishop's Gala - January 27, 2012 – Club Italia, Niagara Falls | D4.6 |
| 4.7 | BEC - 2011 Annual Partners Breakfast - February 10, 2012 - 7:30 - 10:00 a.m. | D4.7 |
| 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

- | | | |
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| 1. | Submission of Motion to the Ontario Catholic School Trustees Association (OCSTA) | E1 |
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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 20, 2011**

PUBLIC SESSION

**TOPIC: MINUTES OF THE BOARD MEETING OF
NOVEMBER 22, 2011**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Minutes of the Board Meeting of November 22, 2011, as presented.



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

MINUTES OF THE BOARD MEETING

TUESDAY, NOVEMBER 22, 2011

Minutes of the Meeting of the Niagara Catholic District School Board, held on Tuesday, November 22, 2011, at 7:00 p.m. in the Father Kenneth Burns csc Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

The meeting was called to order at 7:00 p.m. by Chairperson Burtnik.

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayers were led by Trustee O'Leary.

2. Roll Call

Chairperson Burtnik noted that Vice-Chairperson Charbonneau asked to be excused and that Trustee Nieuwesteeg will take his seat for the Board meeting.

Moved by Trustee O'Leary

Seconded by Trustee Sicoli

THAT the Niagara Catholic District School Board excuse Vice-Chairperson Charbonneau from attending the Board Meeting of November 22, 2011.

CARRIED

Trustee	Present	Absent	Excused
Rhianon Burkholder	✓		
Kathy Burtnik	✓		
Maurice Charbonneau			✓
Frank Fera	✓		
Fr. Paul MacNeil	✓		
Ed Nieuwesteeg	✓		
Ted O'Leary	✓		
Dino Sicoli	✓		
Student Trustees			
Ryan Creelman	✓		
Patrick Morris	✓		

The following staff were in attendance:

John Crocco, Director of Education; **Yolanda Baldasaro**, **Mario Ciccarelli**, **Lee Ann Forsyth-Sells**, **Frank Iannantuono**, **Mark Lefebvre**, Superintendents of Education; **Larry Reich**, Superintendent of Business & Financial Services; **James Woods**, Controller of Plant; **Jennifer Brailey**, Manager of Corporate Services & Communications; **Sherry Morena**, Recording Secretary/ Administrative Assistant, Corporate Services & Communications

3. Approval of the Agenda

Moved by Trustee Burkholder

Seconded by Trustee O'Leary

THAT the Niagara Catholic District School Board approve the Agenda of the Board Meeting of November 22, 2011, as presented.

CARRIED

4. Disclosure of Interest

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

5. Approval of Minutes of the Board Meetings

5.1 Approval of Minutes of the Board Meeting of October 25, 2011

Moved by Trustee Sicoli

Seconded by Trustee MacNeil

THAT the Niagara Catholic District School Board approve the Minutes of the Board Meeting of October 25, 2011, as presented.

CARRIED

5.2 Approval of Minutes of the Special Board Meeting of November 15, 2011

Moved by Trustee Sicoli

Seconded by Trustee MacNeil

THAT the Niagara Catholic District School Board approve the Minutes of the Special Board Meeting of November 15, 2011, as presented.

CARRIED

B. DELEGATIONS/PRESENTATIONS

C. COMMITTEE AND STAFF REPORTS

1. School Excellence Program - St. Alfred Catholic Elementary School

Director Crocco provided background information on the monthly School Excellence Program. Mario Ciccarelli, Superintendent of Education introduced Ken Czaplicki, Principal of St. Alfred Catholic Elementary School.

Principal Czaplicki, with the assistance of students and staff showcased St. Alfred Catholic Elementary School as part of the School Excellence Program.

Chairperson Burtnik thanked Principal Czaplicki, the staff and students for their presentation and performance.

2. Unapproved Minutes of the Committee of the Whole Meeting of November 8, 2011 and Consideration of Recommendations

Moved by Trustee Nieuwesteeg

Seconded by Trustee MacNeil

THAT the Niagara Catholic District School Board receive the unapproved Minutes of the Committee of the Whole Meeting of November 8, 2011, as presented.

CARRIED

The following recommendations were presented for the Board's consideration from the Committee of the Whole Meeting of November 8, 2011:

2.1 Senior Staff Follow-Up Report and Recommendations on the May 2009 Board Approved Motions of the Pupil Accommodation Review for Niagara Falls Elementary, St. Catharines Elementary and St. Catharines Secondary Schools

Moved by Trustee Fera

Seconded by Trustee Burkholder

THAT the Niagara Catholic District School Board directs Senior Administrative Council:

1. To continue to implement the May 2009 motions categorized under Action, Monitor and Establish;
2. To design and implement a plan to reduce surplus space usage in all facilities and report to the Board on the specific strategies utilized;
3. To design and implement a plan to reduce cost associated with surplus space in all facilities and report to the Board on the cost reductions;
4. To continue the review of all potential boundary adjustments to minimize specific enrolment pressures in Niagara Falls and St. Catharines and present options and recommendations to the standing Ad Hoc Attendance Committees of the Board;
5. To continue to research all potential school organizational options for the consideration of the Board; and,
6. To defer the report timelines within the May 2009 Board motions categorized under Report until no later than December 2012 and that within the report to the Board submit recommendations on the implementation of the May 2009 Board motions as required.

CARRIED

3. Approved Minutes of the Special Education Advisory Committee Meeting of September 8, 2011

Moved by Trustee Sicoli

Seconded by Trustee O'Leary

THAT the Niagara Catholic District School Board receive the Approved Minutes of the Special Education Advisory Committee Meeting of September 8, 2011, as presented for information.

CARRIED

4. Unapproved Minutes of the Ad Hoc Attendance Area Review Committee Meeting Notre Dame College and Associated Elementary Schools Area, and Port Robinson of November 8, 2011

Moved by Trustee Burkholder

Seconded by Trustee O'Leary

THAT the Niagara Catholic District School Board receive the Unapproved Minutes of the Ad Hoc Attendance Area Review Committee Meeting - Notre Dame College and Associated Elementary Schools Area, and Port Robinson of November 8, 2011, as presented.

CARRIED

5. Minister of Education Laurel Broten's Visit to Niagara Catholic

Director Crocco presented information on **the** Honorable Laurel Broten's, Ontario's new Minister of Education, visit to Saint Paul Catholic High School in Niagara Falls on November 10, 2011. He stated that it was Minister Broten's first major public event since being named Education Minister following the provincial election in Ontario, and her first visit to Niagara Catholic. Minister Broten's visit also marked the first time Saint Paul Catholic High School has hosted a Minister of Education.

Minister Broten was joined by local elected officials, Board Chairperson Burtnik, Trustees, Director Crocco and members of Senior Staff for the visit.

6. Extended Overnight Field Trip, Excursion and Exchange Approval Committee

The Extended Overnight Field Trip/Excursion/Exchange Trip Information was presented for information.

D. TRUSTEE ITEMS, OPEN QUESTION PERIOD & OTHER BUSINESS

1. Correspondence

Nil Report

2. Report on Trustee Conferences Attended

2.1 OCSTA Labour Relations Seminar

Trustee Burkholder presented information on the OCSTA Labour Relations Seminar, which she recently attended along with Chairperson Burkholder and Director Crocco.

3. General Discussion to Plan for Future Action

Nil Report

4. Trustee Information

4.1 Spotlight on Niagara Catholic – November 8, 2011

Director Crocco presented the Spotlight on Niagara Catholic – November 8, 2011 issue for Trustees' information.

4.2 Calendar of Events – December 2011

Director Crocco presented the Calendar of Events – December 2011 for Trustees' information

**4.3 Niagara Catholic 2nd Annual Spelling Bee – November 30, 2011
Notre Dame College School**

Director Crocco presented information on Niagara Catholic's 2nd Annual Spelling Bee being held November 30, 2011 at Notre Dame College School.

Trustees were asked to confirm their attendance with Sherry Morena.

4.4 Our Lady of Victory Catholic Elementary School Blessing – December 8, 2011

Director Crocco informed Trustees of the Our Lady of Victory Catholic Elementary School's Blessing being celebrated on December 8, 2011.

Trustees were asked to inform Sherry Morena - Administrative Assistance, Corporate Services & Communications, if they will be in attendance at the Blessing.

4.5 Annual Administrators, Trustees, and Priest Faith Formation – December 15, 2011

Director Crocco invited Trustees to attend the Annual Administrators, Trustees, and Priest Faith Formation being held on December 15, 2011 at 11:00 a.m.

Trustees were asked to confirm their attendance with Sherry Morena.

4.6 Business Education Council (BEC) Breakfast – December 15, 2011

Director Crocco invited Trustees to attend the BEC Breakfast held on December 15, 2011 at 11:00 a.m.

Trustees were asked to confirm their attendance with Sherry Morena.

5. Open Question Period

None Submitted

E. NOTICES OF MOTION

1. Notice of Motion

Trustee MacNeil presented the following Notice of Motion for presentation and discussion at the December 20, 2011 Board Meeting.

THAT the Niagara Catholic District School Board request the Ontario Catholic School Trustees Association (OCSTA) to petition the Minister of Education to more adequately fund the reality of the true expenditures of Occasional / Supply Teachers which impacts the ability of school boards to direct greater portions of Ministry of Education funding directly to programs and services which impact student achievement.

F. BUSINESS IN CAMERA

Moved by Trustee Sicoli
Seconded by Trustee O'Leary

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 8:00 p.m. and reconvened at 8:45 p.m.

G. REPORT ON THE IN-CAMERA SESSION

Moved by Trustee O'Leary
Seconded by Trustee Sicoli

THAT the Niagara Catholic District School Board report the motions from the In Camera Session of the Board Meeting of November 22, 2011.

CARRIED

SECTION A: STUDENT TRUSTEES PRESENT

Moved by Trustee Nieuwesteeg
Seconded by Trustee Burkholder

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 25, 2011, as presented.

CARRIED (Item F1)

Moved by Trustee Nieuwesteeg
Seconded by Trustee Burkholder

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 8, 2011, as presented.

CARRIED (Item F2)

SECTION B: STUDENT TRUSTEES EXCLUDED

Moved by Trustee Burkholder
Seconded by Trustee MacNeil

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 25, 2011, as presented.

CARRIED (Item F4)

Moved by Trustee Burkholder
Seconded by Trustee MacNeil

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 8, 2011, as presented.

CARRIED (Item F5)

Moved by Trustee Sicoli

Seconded by Trustee O'Leary

THAT the Niagara Catholic District School Board receive the Approved Minutes of the Niagara Catholic Audit Committee Meeting (In Camera) of September 20, 2011, as presented.

CARRIED (Item F6.1)

Moved by Trustee Sicoli

Seconded by Trustee O'Leary

THAT the Niagara Catholic District School Board receive the Annual Report of the Niagara Catholic Audit Committee for the Fiscal Year ended August 31, 2011, as presented.

CARRIED (Item F6.2)

Moved by Trustee Sicoli

Seconded by Trustee O'Leary

THAT the Niagara Catholic District School Board receive the report on the Duties of the Audit Committee for the 2011-2012 Fiscal Year.

CARRIED (Item F6.3)

H. FUTURE MEETINGS AND EVENTS

- 1. Organizational Meeting of the Board – December 6, 2011 – 6:00 p.m.
Committee of the Whole Meeting – December 6, 2011 – 7:00 p.m.***

Director Crocco reminded Trustees that the Annual Organizational Meeting of the Board is being held December 6, 2011 at 6:00 p.m. followed by the Committee of the Whole Meeting at 7:00 p.m.

I. MOMENT OF SILENT REFLECTION FOR LIFE

J. ADJOURNMENT

Moved by Trustee Burkholder

Seconded by Trustee O'Leary

THAT the December 22, 2011 meeting of the Niagara Catholic District School Board be adjourned.

CARRIED

This meeting was adjourned at 8:50 p.m.

Minutes of the Meeting of the Niagara Catholic District School Board held on **December 22, 2011.**

Approved on **31st** day **January 2012.**

Kathy Burtnik
Chairperson of the Board

John Crocco
Director of Education/Secretary -Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
DECEMBER 20, 2011**

PUBLIC SESSION

**TOPIC: MINUTES OF THE ANNUAL ORGANIZATIONAL MEETING
OF THE BOARD OF DECEMBER 6, 2011**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Minutes of the Annual Organizational Meeting of the Board of December 6, 2011, as presented.



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

MINUTES OF THE ANNUAL ORGANIZATIONAL MEETING OF THE BOARD

TUESDAY, DECEMBER 6, 2011

Minutes of the Annual Organizational Meeting of the Niagara Catholic District School Board, held on Tuesday, December 6, 2011, at 6:00 p.m. in the Father Kenneth Burns csc Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

A. ROUTINE MATTERS

1. *Meeting Call to Order – John Crocco, Director of Education/Secretary-Treasurer*

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

Director Crocco thanked the Principals, Vice-Principals, Managers, staff, special guests, students, family and friends for attending the Annual Organizational Meeting of the Board.

2. *Opening Prayer*

The Director welcomed Debra McCaffery, Board Chaplaincy Leader, who opened the 2011 Annual Organizational Meeting of the Board with a prayer.

3. *Roll Call*

Director Crocco noted that all Trustees and Student Trustees were in attendance.

Trustee	Present	Absent	Excused
Rhianon Burkholder	✓		
Kathy Burtnik	✓		
Maurice Charbonneau	✓		
Frank Fera	✓		
Fr. Paul MacNeil	✓		
Ed Nieuwesteeg	✓		
Ted O’Leary	✓		
Dino Sicoli	✓		
Student Trustees			
Ryan Creelman	✓		
Patrick Morris	✓		

The following staff were in attendance:

John Crocco, Director of Education; **Yolanda Baldasaro**, **Mario Ciccarelli**, **Lee Ann Forsyth-Sells**, **Frank Iannantuono**, **Mark Lefebvre**, Superintendents of Education; **Larry Reich**, Superintendent of Business & Financial Services; **James Woods**, Controller of Plant; **Jennifer Brailey**, Manager of Corporate Services & Communications; **Sherry Morena**, Recording Secretary/ Administrative Assistant, Corporate Services & Communications

4. **Approval of the Agenda**

Moved by Trustee Charbonneau

Seconded by Trustee Sicoli

THAT the Niagara Catholic District School Board approve the Agenda of the Annual Organizational Meeting of the Board of December 6, 2011, as presented.

CARRIED

4. **Disclosure of Interest**

Trustee Burtnik informed the Board of Trustees that she had inadvertently not disclosed Conflict of Interests since October 2007, and it has recently come to her attention that since October 2007 thirteen (13) individual cheques have been issued to her family business totalling \$7,597.31. Trustee Burtnik rectified the omission and declared a Conflict on Interest with agendas dating back to October 2007.

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

6. **Denis Morris Catholic High School Choir Performance**

Mario Ciccarelli, Superintendent of Education, welcomed Tony Bozza, Principal of Denis Morris Catholic High School, who introduced the Denis Morris Choir who performed for the Board.

Director Crocco, on behalf of Trustees, Senior Staff and everyone present, thanked the students of Denis Morris Catholic High School for sharing their special gift of song and music.

St. Catharines Trustees Burtnik and Charbonneau; Thorold/Merritton Trustee Burkholder; and Student Trustees Creelman and Morris, presented the students with Niagara Catholic "Excellence in the Arts" pins.

7. **Election Procedures**

Director Crocco reviewed the procedures for the election of the Chairperson and Vice-Chairperson, and appointed Yolanda Baldasaro and Frank Iannantuono, Superintendents of Education, as scrutineers.

8. **Election of Chairperson**

Moved by Trustee Fera

THAT Trustee MacNeil be nominated for the position of Chairperson of the Niagara Catholic District School Board to hold office from December 6, 2011 until the 2012 Annual Organizational Meeting of the Board.

Director Crocco asked Trustee MacNeil if he wished to stand for the position of Chairperson of the Niagara Catholic District School Board. Trustee MacNeil accepted the nomination.

Moved by Trustee Charbonneau

THAT Trustee Burtnik be nominated for the position of Chairperson of the Niagara Catholic District School Board to hold office from December 6, 2011 until the 2012 Annual Organizational Meeting of the Board.

Director Crocco asked Trustee Burtnik if she wished to stand for the position of Chairperson of the Niagara Catholic District School Board. Trustee Burtnik accepted the nomination.

There were no further nominations forthcoming.

Moved by Trustee Charbonneau

Seconded by Trustee Burkholder

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

CARRIED

Following the counting of the ballots, Trustee Burtnik was elected to the position of Chairperson of the Niagara Catholic District School Board.

Moved by Nieuwesteeg

Seconded by MacNeil

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

CARRIED

Director Crocco turned over the Chairship of the Annual Organization Meeting of the Board to Chairperson Burtnik.

9. Election of Vice-Chairperson

Moved by Trustee Nieuwesteeg

THAT Trustee Charbonneau be nominated for the position of Vice-Chairperson of the Niagara Catholic District School Board to hold office from December 6, 2011 until the 2012 Annual Organizational Meeting of the Board.

Chairperson Burtnik asked Trustee Charbonneau if he wished to stand for the position of Vice-Chairperson of the Niagara Catholic District School Board. Trustee Charbonneau accepted the nomination.

Moved by Trustee Sicoli

THAT Trustee MacNeil be nominated for the position of Vice-Chairperson of the Niagara Catholic District School Board to hold office from December 6, 2011 until the 2012 Annual Organizational Meeting of the Board.

Chairperson Burtnik asked Trustee MacNeil if he wished to stand for the position of Vice-Chairperson of the Niagara Catholic District School Board. Trustee MacNeil accepted the nomination.

There were no further nominations forthcoming.

Moved by Trustee Burkholder
Seconded by Trustee Sicoli

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

CARRIED

Following the counting of the ballots, Trustee Charbonneau was elected to the position of Vice-Chairperson of the Niagara Catholic District School Board.

Moved by Burkholder
Seconded by Sicoli

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

CARRIED

10. Chairperson's Remarks

A copy of Chairperson Burtnik's remarks are attached to the minutes for information and placed on the Board website.
(Appendix A)

11. Vice-Chairperson's Remarks

A copy of Vice-Chairperson Charbonneau's remarks are attached to the minutes for information and placed on the Board website.
(Appendix B)

B. COMMITTEE AND STAFF REPORTS

1. Board Committees

Director Crocco presented the report on Board Committees, and stated that the report is in compliance with Board Bylaw 16.5B which calls for Trustee membership on Board Ad Hoc, Statutory, Standing and Liaison Committees until the next Annual Organizational Meeting of the Board.

Director Crocco stated that membership to the committees are appointed by the Chairperson of the Board in consultation with the Vice-Chairperson of the Board, and asked that Trustees submit their completed form to the Office of the Director of Education by the December 20, 2011 Board Meeting.

Moved by Trustee MacNeil
Seconded by Trustee O'Leary

THAT the Niagara Catholic District School Board approve the continuation of the following Ad Hoc Committee for the year 2012:

- Notre Dame College and Associated Elementary Schools Areas, and Port Robinson Attendance Area Ad Hoc Committee
- Niagara Falls Elementary and Secondary Family of Schools/St. George and St. Joseph (Snyder) Catholic Elementary Schools Attendance Area Ad Hoc Committee
- St. Catharines Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee

CARRIED

C. MOMENT OF SILENT REFLECTION FOR LIFE

D. ADJOURNMENT

Moved by Trustee O'Leary
Seconded by Trustee Sicoli

THAT the December 6, 2011 Annual Organizational Meeting of the Niagara Catholic District School Board be adjourned.

CARRIED

This meeting was adjourned at 7:00 p.m.

Minutes of the Annual Organizational Meeting of the Niagara Catholic District School Board held on **December 6, 2011.**

Approved on the **20th** day of **December 2011.**

Kathy Burtnik
Chairperson of the Board

John Crocco
Director of Education/Secretary -Treasurer

CHAIRPERSON KATHY BURTNİK'S REMARKS

**Annual Organizational Meeting
of the Niagara Catholic District School Board
December 6, 2011**

I am once again both honoured and humbled to have the opportunity to serve as the Chair of this board.

Thank you to my fellow trustees for the faith and trust you have shown by your support. I believe we have done much as a collective to be able to have difference of opinions, different approaches, yet the very same commitment to the Vision, Mission and goals of the system. Our perspectives are varied, our purpose is not.

The fact that we have such a remarkable relationship with Bishop Bergie and most of our parish priests and communities is something to celebrate. Bishop Bergie, we thank for his continuous support and understanding of the roles each of us play in doing our best to bring the life of Christ into the hearts and heads of our school communities. We still have much to do, and with his guidance, it will be done.

The fact that we have a dynamic senior administrative team whose diligence, passion and commitment keep us informed and help us as a Board of trustees to focus on the bigger picture through policy, direction setting and fulfilling the mission through our own actions is something to celebrate. As a Board, we will continue to challenge and hold accountable those responsible for the day to day functioning of our system – we will constantly strive to reach higher levels of success in this regard.

The fact that throughout Niagara Catholic we have 3,000 men and women whose daily lives can't help but touch the lives of our 24,000 students and their families is perhaps our greatest point to celebrate. All staff; principals, support staff, managers, vice-principals, administrators and teachers give their time, talents and passion to help our kids and their families be who God calls them to be. Each person – whether student, staff, parent, priest, parishioner in Niagara Catholic has a life story. Our stories are filled with personal trials and tribulations. No two people are at the same place on their faith journey. All of us are called - not to criticize or judge; we are called to understand, to nudge without pushing, to listen without necessarily speaking, to guide and to nurture without instilling fear. We are simply called to provide a place of love and acceptance where all are not only welcome and feel safe, they are safe, they are recognized fully as children of God.

Tonight, I humbly and happily offer my energy, passion, experience and willingness to grow in my own Faith journey as a member of the Niagara Catholic Family. I look forward with renewed commitment to telling our stories of success in Catholic education in Niagara and across the province throughout the coming year.

May God continue to bless each of us and all whom we encounter with healthy bodies and happy hearts as we peacefully and joyfully do at each moment what at that moment ought to be done.

Thank you and as the Denis Morris Choir said...Alleluia!!!

APPENDIX B

VICE-CHAIRPERSON MAURICE CHARBONNEAU'S REMARKS

Annual Organizational Meeting of the Niagara Catholic District School Board December 6, 2011

Mr. Crocco, Superintendents, Managers, Board staff, student trustees and my fellow trustees, I greatly appreciate the opportunity to serve the Board as Vice-Chair. I am proud of the immense co-operation and great work accomplished by this Board over the past year.

We must continue to be student centred and work together in meeting the needs of each child.

We are currently examining ways to more efficiently run our schools. We are also examining our budget so that we can continue to operate a balanced budget. This is an on-going challenge which I know our senior staff and our trustees will achieve. We will continue to provide quality programs and services that will assist in increasing student achievement from JK to Grade 12.

The Board is committed to increasing the faith formation and religious education programs offered through Niagara Catholic. We have hired several staff to develop and deliver a variety of Faith Formation programs that will continue to assist our staff and students on their faith journeys.

The Niagara Catholic District School Board has distinguished itself in many ways over the past few years. This is due in large part to the effort of our Board staff, our school administrators and our teachers. I am grateful for all the hard work that has been demonstrated in our schools.

I will continue to work hard in support of all of you and I am determined to do whatever I can to assist in achieving all of the goals set out in our Vision 2020 document.

Thank you and may God Bless all of you on your faith and educational journey, as we walk together to serve the needs of our students.

Thank you.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
DECEMBER 20, 2011**

PUBLIC SESSION

**TOPIC: PRESENTATION/DELEGATION
NIAGARA CATHOLIC GOOD SAMARITAN AWARD
*MEREDITH VANDERLEE – ST. ANN CATHOLIC
ELEMENTARY SCHOOL, ST. CATHARINES***

Prepared by: Yolanda Baldasaro, Superintendent of Education
Vicky Wegelin, Principal of St. Ann Catholic Elementary School

Presented by: Yolanda Baldasaro, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: December 20, 2011



PRESENTATION BACKGROUND

Board Meeting
December 20th, 2011

NIAGARA CATHOLIC GOOD SAMARITAN AWARD

Meredith Vanderlee – St. Ann Catholic Elementary School, St. Catharines

Meredith Vanderlee, a Grade 2 student at St. Ann Catholic Elementary School in St. Catharines learned what to do in an emergency last May, when she visited the Niagara Region Children's Safety Village with her classmates and teacher, Mrs. Badiuk. Later that month, Meredith put those lessons into practice when her mother had a grand mal seizure and fell unconscious at home.

Despite being afraid, Meredith called 911 and remained calm on the phone, conveying information about her mother's condition to the 911 dispatcher. When firefighters arrived, Meredith unlocked the door, directed them to her mom, and ensured that her younger brother, who was also afraid, was okay.

We are very proud of Meredith, for her quick actions and calm approach, and are very grateful that her mother has recovered. We thank the Niagara Region Children's Safety Village for the wonderful lessons it teaches to youngsters, and for honouring Meredith with the Edward A. Cyr Young Hero Award.

The Niagara Catholic family joins the St. Ann Catholic Elementary School community in congratulating Meredith for receiving this wonderful, well-deserved, honour of the Niagara Catholic Good Samaritan Award.

Prepared by: Yolanda Baldasaro, Superintendent of Education
Vicky Wegelin, Principal of St. Ann Catholic Elementary School

Presented by: John Crocco, Director of Education

Approved by: John Crocco, Director of Education

Date: December 20, 2011

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
DECEMBER 20, 2011**

PUBLIC SESSION

**TOPIC: PRESENTATION/DELEGATION
NIAGARA CATHOLIC GOOD SAMARITAN AWARD
*FATHER FOGARTY ADULT AND CONTINUING EDUCATION
LEARNING CENTRE EMERGENCY RESPONSE***

Prepared by: Frank Iannantuono, Superintendent of Education
Robert DiPersio, Principal of Adult and Continuing Education

Presented by: Frank Iannantuono, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: December 20, 2011



PRESENTATION BACKGROUND

Board Meeting
December 20, 2011

NIAGARA CATHOLIC GOOD SAMARITAN AWARD

FATHER FOGARTY ADULT AND CONTINUING EDUCATION CENTRE EMERGENCY RESPONSE

On the morning of Friday, November 4th, 2011, the staff and students of the Father Fogarty Adult and Continuing Education Learning Centre were faced with circumstances that they never thought they would have to face.

English as a Second Language instructor Mark Diacur was in his portable teaching his class when he collapsed. A student from his class immediately went to a nearby portable and informed teacher Ada Storin about what had just happened. Ada and teachers Barb Campbell and Cindy Gojmerac responded quickly to the portable.

In assessing Mark's condition they found that he was unresponsive, not breathing and without a pulse. Barb and Ada immediately began first aid on Mark while Cindy was in communication with Emergency Medical Services. Other staff members Carole Apking and Deb Groenveld ensured that the area around the portable was secure so that staff could continue first aid and to provide quick access for EMS, in constant contact with Linda McQueen in the main office, when they arrived. Barb and Ada continued first aid for approximately 10 minutes until EMS took over.

Mark was subsequently transported to the Welland Hospital where he was stabilized and subsequently transported to St. Catharines General Hospital. During this time, Adult and Continuing Education Administration members Fred Wilson, Farzaneh Abedin, Santo Scala and Rob Di Persio worked together to ensure that Mark's wife was informed and that staff and students were kept up to date on Mark's condition

Father Fogarty was visited that same day by Director of Education John Crocco and Superintendent of Education, Frank Iannantuono who provided support to staff and students.

Over the weekend, Fred Wilson was in constant communication with Mark's family so as to provide support and to relay information to Niagara Catholic's Adult and Continuing Education community. During this time, Mark's condition continued to improve and he was transported to McMaster Hospital in Hamilton for further observation and treatment

On Monday, November 7th, Adult and Continuing Education Staff gathered at the St. John Learning Centre to participate in a prayer service for Mark.

Shortly thereafter, Mark's condition continued to improve steadily and he was transferred to St. Catharines General Hospital. Mark's health improved to the point that he was allowed to continue his recovery at home. Just recently, Mark was well enough to have visitors and Fred Wilson visited Mark bringing greetings and well wishes on behalf of Niagara Catholic.

The Niagara Catholic District School Board commends the efforts, team work and selflessness of the dedicated staff of Father Fogarty, specifically Ada Storin and Barb Campbell, who performed CPR, and who no doubt played a significant part in the saving of Mark's life.

We congratulate Ada Storin and Barb Campbell for receiving the honor of the Niagara Catholic Good Samaritan Award.

Prepared by: Frank Iannantuono, Superintendent of Education
Robert DiPersio, Principal of Adult and Continuing Education

Presented by: Frank Iannantuono, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: December 20, 2011

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
DECEMBER 20, 2011**

PUBLIC SESSION

**TOPIC: PRESENTATION/DELEGATION
CHRISTMAS CARDS 2011**

Prepared by: Mark Lefebvre, Superintendent of Education
Jayne Evans, FSL /ESL / Arts Consultant

Presented by: Mark Lefebvre, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: December 20, 2011



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

PRESENTATION BACKGROUND

Board Meeting
December 20, 2011

CHRISTMAS CARDS 2011

Schools throughout Niagara Catholic were invited to submit one (1) piece of artwork designed by their students in order to create the 2011 Niagara Catholic Christmas Cards.

The parents/guardians of the students whose artwork was chosen to represent the Niagara Catholic District School Board will receive copies of their child's artwork on Christmas cards.

The following students had their artwork selected to be shared with the Niagara Catholic community for the Christmas Season of 2011:

Dinushka Balasingam, Gr. 8, St. Philomena Catholic Elementary, Fort Erie

Cassandra Belme, Gr. 8, Father Hennepin Catholic Elementary, Niagara Falls

Alexa DiFelice, Gr 8, Monsignor Clancy Catholic Elementary, Thorold

Chasnie DiPaola, Gr 7, Notre Dame Catholic Elementary, Niagara Falls

Natalie Firth, Gr 8, Our Lady of Mount Carmel Catholic Elementary, Niagara Falls

Dylan Kwacz, Gr. 11, Saint Michael Catholic High School, Niagara Falls

Cara Lozano, Gr. 8, Our Lady of Fatima Catholic Elementary, Grimsby

Sara Williscraft, Gr 8, St John Catholic Elementary, Beamsville

Prepared by: Mark Lefebvre, Superintendent of Education
Jayne Evans, FSL /ESL / Arts Consultant

Presented by: Mark Lefebvre, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: December 20, 2011

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
DECEMBER 20, 2011**

PUBLIC SESSION

**TOPIC: SCHOOL EXCELLENCE PROGRAM
ST. PETER CATHOLIC ELEMENTARY SCHOOL**

Prepared by: Mario Ciccarelli, Superintendent of Education
Presented by: Mario Ciccarelli, Superintendent of Education
Approved by: John Crocco, Director of Education
Date: December 20, 2011



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO THE BOARD MEETING DECEMBER 20, 2011

SCHOOL EXCELLENCE PROGRAM ST. PETER CATHOLIC ELEMENTARY SCHOOL

7 Aberdeen Circle
St. Catharines, ON L2T 2B7
ph: 905.984.3040
fx: 905.984.6740
st.peter@ncdsb.com

Grades:
JK – 8

Principal:
Margaret Marion

Superintendent:
Mario Ciccarelli

**Catholic School Council
Chair:**
Joanne Verroche

Parish:
St. Julia



St. Peter School is located in a quiet residential neighbourhood at the foot of the escarpment in South St. Catharines. With a strong academic focus, St. Peter students have excelled at Gauss Mathematics, Science Fair, and Chess. In recent years, new avenues have been added to school life with musicals, drama presentations, Liturgical Dance Team, Chess Club and Choir.

Total enrolment as of September 2011: 254

*As partners in
Catholic Education
we work together
to ensure that
our students develop
the knowledge,
skills and values
to reach their potential
with Christ as the Way,
the Truth and the Light.*

- School Mission
Statement

Prepared by: Mario Ciccarelli, Superintendent of Education

Presented by: Mario Ciccarelli, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: December 20, 2011

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
DECEMBER 20, 2011**

PUBLIC SESSION

**TOPIC: UNAPPROVED MINUTES OF THE COMMITTEE OF THE
WHOLE MEETING OF DECEMBER 6, 2011**

RECOMMENDATION

THAT the Niagara Catholic District School Board receive the unapproved Minutes of the Committee of the Whole Minutes of December 6, 2011, as presented.

The following recommendations are being presented for the Board's consideration from the Committee of the Whole Meeting of December 6, 2011.

1.1 Student Fees Policy (201.9)

THAT the Niagara Catholic District School Board approve the Student Fees Policy (201.9), as presented.

**1.2 Occupational Health & Safety Policy (201.6)
Employee Workplace Violence Policy (201.11)**

THAT the Niagara Catholic District School Board approve the Occupational Health & Safety Policy (201.6) and the Employee Workplace Violence Policy (201.11), as presented.



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

TUESDAY, DECEMBER 6, 2011

Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, December 6, 2011, at 7:00 p.m. in the Father Kenneth Burns csc Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

The meeting was called to order at 7:30 p.m. by Vice-Chairperson Charbonneau.

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayers were led by Trustee Sicoli.

2. Roll Call

Vice-Chairperson Charbonneau noted that all Trustees were in attendance.

Trustee	Present	Absent	Excused
Rhianon Burkholder	✓		
Kathy Burtnik	✓		
Maurice Charbonneau	✓		
Frank Fera	✓		
Fr. Paul MacNeil	✓		
Ed Nieuwesteeg	✓		
Ted O'Leary	✓		
Dino Sicoli	✓		
Student Trustees			
Ryan Creelman	✓		
Patrick Morris	✓		

The following staff were in attendance:

John Crocco, Director of Education; **Yolanda Baldasaro**, **Mario Ciccarelli**, **Lee Ann Forsyth-Sells**, **Frank Iannantuono**, **Mark Lefebvre**, Superintendents of Education; **Larry Reich**, Superintendent of Business & Financial Services; **James Woods**, Controller of Plant; **Khayyam Syne**, Administrator of Staff Development; Administrator of School Effectiveness; **Jennifer Brailey**, Manager of Corporate Services & Communications; **Sherry Morena**, Recording Secretary/Administrative Assistant, Corporate Services & Communications

3. **Approval of the Agenda**

Moved by Trustee O'Leary

THAT the Committee of the Whole approve the Agenda of the Committee of the Whole Meeting of December 6, 2011, as presented.

CARRIED

4. **Disclosure of Interest**

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

5. **Minutes of the Committee of the Whole Meeting of November 8, 2011**

Moved by Trustee Fera

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of November 8, 2011, as presented.

CARRIED

B. PRESENTATIONS

C. COMMITTEE AND STAFF REPORTS

1. **Policy Committee**

1.1 **Unapproved Minutes of the Policy Committee Meeting – November 22, 2011 and Consideration of Recommendations**

Moved by Trustee MacNeil

THAT the Committee of the Whole receive the unapproved Minutes of the Policy Committee Meeting of November 22, 2011, as presented.

CARRIED

1.1.1 **Student Fees Policy (201.9)**

Policy Committee Chairperson Nieuwesteeg presented background information on the Student Fees Policy. Yolanda Baldasaro, Superintendent of Education, reminded Trustees that the Student Fees Policy was previously an interim policy.

Moved by Trustee Sicoli

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Student Fees Policy (201.9), as presented.

CARRIED

**1.1.2 *Occupational Health & Safety Policy (201.6)*
Employee Workplace Harassment Policy (201.7)
*Employee Workplace Violence Policy (201.11)***

Frank Iannantuono, Superintendent of Education, informed Trustees that the Ministry of Labour requires School Boards to review their Occupational Health & Safety Policy; Employee Workplace Harassment Policy; and the Employee Workplace Violence Policy, on an annual basis.

Trustee MacNeil suggested an amendment to the Employee Workplace Harassment Policy to redefine the definition of “Harassment” as outlined in Bill 168.

Trustees agreed to refer the Employee Workplace Harassment Policy back to the Policy Committee to review the suggestion.

Moved by Trustee Sicoli

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Occupational Health & Safety Policy (201.6) and the Employee Workplace Violence Policy (201.11), as presented.

CARRIED

1.2 *Policy Schedule – November 22, 2011*

Director Crocco presented the Policy Schedule – November 22, 2011.

1.3 *Policy Update – November 22, 2011*

Director Crocco presented the Policy Update – November 22, 2011.

2. *Speech and Language Demonstration Site*

Yolanda Baldasaro, Superintendent of Education, introduced Colleen Atkinson, Amy Dowd, and David O’Rourke, Special Education Coordinators, along with Jackie Van Lankveld, Coordinator, Niagara Preschool Speech and Language Program, Niagara Peninsula Children’s Centre, and Site Manager for the Niagara Demonstration Site, who presented the report on the Speech Language Demonstration Site.

Trustees were informed that the tri-ministry consisting of the Ministry of Child and Youth Services, the Ministry of Health and Long Term Care and the Ministry of Education selected Niagara Catholic as one (1) of seven (7) provincial demonstration sites for integrating speech and language services for young children and students. The Niagara Demonstration Site was awarded a budget of \$150,000 to support the achievement of the outcomes outlined in its Expression of Interest (EOI) submission for the 2011-2012 school year.

3. *Elementary Itinerant Arts Program*

Mark Lefebvre, Superintendent of Education, welcomed Lori Kirk, Itinerant Arts Coach, who introduced the Itinerant Arts Team. Ms. Kirk presented information on the Elementary Itinerant Arts Program noting that the additional preparation time allotted to full-time ELKP to Grade 8 teachers under the PDT-agreement provides the Coaches the opportunity to collaborate with grade-level teachers to discuss the current best practices in the arts, as well as providing

students with further opportunities to create, understand, analyze, and respond, as they build upon a solid foundation of knowledge in the arts.

4. Staff Development Department Professional Development Opportunities

Khayyam Syne, Administrator of Staff Development, presented the report on the Staff Development Department Professional Development Opportunities for information.

5. Monthly Updates

5.1 Capital Projects Progress Report

James Woods, Controller of Plant, presented the Capital Projects Progress Report.

5.2 Student Trustees' Update

Ryan Creelman and Patrick Morris, Student Trustees, presented a brief verbal update on the current activities of the Student Senate.

5.3 Senior Staff Good News Update

Senior Staff highlights included:

Superintendent Lefebvre

- A video clip on Niagara Catholic's 2nd Annual Spelling Bee which took place November 30, 2011 at Notre Dame College School was presented.

Superintendent Forsyth-Sells

- Trustees were provided with a copy of the "Living in Niagara 2011" magazine.

Due to a timed In Camera Item the Committee of the Whole moved into the In Camera Session at 8:35 p.m.

The Report from the In Camera Session is provided under item G.

D. INFORMATION

1. Trustee Information

1.1 Spotlight on Niagara Catholic – November 22, 2011

Director Crocco presented the Spotlight on Niagara Catholic – November 22, 2011 issue for Trustees' information.

1.2 Calendar of Events – December 2011

Director Crocco presented information on the Calendar of Events – December 2011.

**1.3 Annual Administrators, Trustees and Priests Faith Formation
December 15, 2011 - 11:00 a.m. – Club Italia, Niagara Falls**

Director Crocco reminded Trustees of the Annual Administrators, Trustees, and Priest Faith Formation being held on December 15, 2011 at 11:00 a.m.

Trustees were asked to confirm their attendance with Sherry Morena, Administrative Assistant, Corporate Services & Communications.

1.4 OCSTA Catholic Trustees' Professional Development Seminar – January 13-14, 2012

Director Crocco presented information on OCSTA's Catholic Trustees' Professional Development Seminar being held in Toronto on January 13-14, 2012.

Trustees were asked to confirm their attendance with Sherry Morena.

1.5 Bishop's Gala - January 27, 2012 – Club Italia, Niagara Falls

Director Crocco presented information on the 9th Annual Bishop's Gala being held on January 27, 2012 at Club Italia in Niagara Falls.

E. OTHER BUSINESS

1. General Discussion to Plan for Future Action

Director Crocco updated Trustees on Senior Administrative Council's review of the 2011-2012 Budget for presentation at the December Board Meeting and the status of the Accepting Schools Act 2011, as it makes its way through the House in Queen's Park.

F. BUSINESS IN CAMERA

Moved by Trustee Sicoli

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 Meeting at 8:35 p.m. and reconvened at 11:55 p.m.

G. REPORT ON THE IN-CAMERA SESSION

Moved by Trustee MacNeil

THAT the Committee of the Whole report the motions from the In Camera Session of the Committee of the Whole Meeting of December 6, 2011.

CARRIED

SECTION A: STUDENT TRUSTEES PRESENT

Moved by Trustee MacNeil

THAT the Committee of the Whole approve the Minutes of the In Camera Session of the Committee of the Whole Meeting - Section A: Student Trustees Present held on November 8, 2011, as presented.

CARRIED (Item F1)

SECTION B: STUDENT TRUSTEES EXCLUDED

Moved by Trustee Nieuwesteeg

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the recommendation as outlined in Item F3.1 of the In Camera Agenda.

CARRIED (Item F3.1)

Moved by Trustee Nieuwesteeg

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the recommendation as outlined in Item F3.2 of the In Camera Agenda.

CARRIED (Item F3.2)

At 11:00 p.m. Trustees moved to extend the meeting by 15 minutes.

Moved by Trustee Fera

THAT the Committee of the Whole extend the meeting by 15 minutes.

CARRIED

At 11:15 p.m. Trustees moved to extend the meeting by 15 minutes.

Moved by Trustee MacNeil

THAT the Committee of the Whole extend the meeting by 15 minutes.

CARRIED

At 11:30 p.m. Trustees moved to extend the meeting by 15 minutes.

Moved by Trustee O'Leary

THAT the Committee of the Whole extend the meeting by 15 minutes.

CARRIED

At 11:45 p.m. Trustees moved to extend the meeting by 15 minutes.

Moved by Trustee MacNeil

THAT the Committee of the Whole extend the meeting by 15 minutes.

CARRIED

Moved by Trustee O'Leary

THAT the Committee of the Whole approve the recommendation as outlined in Item F3.3 of the In Camera Agenda.

CARRIED (Item F3.3)

Moved by Trustee MacNeil

THAT the Committee of the Whole approve the Minutes of the In Camera Session of the Committee of the Whole Meeting - Section B: Student Trustees Excluded held on November 8, 2011, as presented.

CARRIED (Item F4)

H. ADJOURNMENT

Moved by Trustee O'Leary

THAT the December 6, 2011 Committee of the Whole Meeting be adjourned.

CARRIED

This meeting was adjourned at 11:59 p.m.

Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **December 6, 2011.**

Approved on the **20th** day of **December 2011.**

Maurice Charbonneau
Vice-Chairperson of the Board

John Crocco
Director of Education/Secretary -Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
DECEMBER 20, 2011**

PUBLIC SESSION

TOPIC: STUDENT FEES POLICY (201.9)

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Student Fees Policy (201.9), as presented.

Prepared by: Yolanda Baldasaro, Superintendent of Education
Presented by: Yolanda Baldasaro, Superintendent of Education
Recommended by: John Crocco, Director of Education
Date: December 20, 2011

Niagara Catholic District School Board

STUDENT FEE POLICY

Adopted: June 14, 2011

Policy No. 301.11

Revised: December 6, 2011

STATEMENT OF POLICY

In keeping with the Mission, Vision and Values of the Niagara Catholic District School Board, the Niagara Catholic District School Board, through shared and committed leadership, recognizes its responsibility to support all stakeholders in our Catholic community implementing consistent and transparent practices that cultivate equity and inclusion.

The Niagara Catholic District School Board will make every effort to ensure that all students have every opportunity to access all programs and activities offered. The dignity of every student and parent/guardian will be honoured in the collection of fees.

The Niagara Catholic District School Board and its schools may choose to offer programming and materials beyond what is necessary to meet the learning expectations of a particular grade or course. These opportunities may be subject to an additional fee.

In compliance with Part II, School Attendance, Sections 32 (1) and 32 (2) of the Education Statutes and Regulations of Ontario, the Niagara Catholic District School Board supports every student's right to attend a school, where the student is a qualified resident pupil, without payment of a fee.

The Director of Education will issue Administrative Guidelines in support of this policy.

Reference:

- **Ministry of Education, 2011:B02, March 25, 2011 Memorandum – Guidelines for Fees for Learning Materials and Activities**
- **Niagara Catholic District School Board, School Generated Funds Policy 301.6**
- **Niagara Catholic District School Board, Equity and Inclusive Education Policy 100.10**
- **Education Statutes and Regulations of Ontario, Part II, School Attendance, Sections 32 (1) and 32 (2)**

STUDENT FEE POLICY

Issued: June 14, 2011
Revised: December 6, 2011

Policy No. 301.11

ADMINISTRATIVE GUIDELINES

TERMS OF REFERENCE

Student Activity Fees

Student activity fees are voluntary amounts that are used to supplement a student's school experience through materials and activities such as student agendas, student recognition programs, yearbooks, co-instructional activities, school dances, or theme days or retreats.

Enhanced Programming and Materials

Enhanced Programming and materials are voluntary enrichments or upgrades to the curriculum or co-instructional activities beyond what is necessary to meet the learning expectations for a particular grade or course. Where students choose not to access these enhanced programs or materials, alternatives must be available as essential course materials required to meet the learning expectations of the course or grade are to be provided at no cost.

Optional Programming

Optional Programming refers to voluntary courses or activities that students normally choose to attend through an application process, with the knowledge that these programs are beyond the core curriculum. Examples may include Advanced Placement and Hockey Canada Skills Academy programs.

TRANSPARENCY AND ACCOUNTABILITY

Fees should reflect the actual cost of the services or materials being provided to the student. A transparent accounting of the amounts collected and expenditures allocated must be made available to the Catholic school community.

Members of the Catholic school community should be consulted in the development of a school's fee schedule and made aware of the use of student fees. Fee schedules will be made available to the Catholic school community.

Fee schedules should include:

- An itemized list of fees that states the rationale and purpose of each fee; and
- Information about the process to confidentially address financial hardship.

To ensure consistency and transparency across all Niagara Catholic schools, the application of fees should reflect the following principles:

- The purposes for which funds are collected are consistent with the Niagara Catholic District School Board mission statement, strategic directions and system priorities.
- Fees raised for school purposes are to complement, and not replace, public funding for education.
- Successful completion of a required grade or course leading to graduation cannot be dependent on the payment of any course fee.
- Students must be able to participate in school activities and access resources regardless of personal financial barriers.
- Schools should address financial hardship and support student participation in activities regardless of economic circumstances.

- A respectful practice for discreet identification of students/parents who may be experiencing financial hardship should be clearly communicated.
- Financial reporting practices to the school community are in place.

FEE CHARGES

When determining fee charges, a fee charge shall be permissible for an activity, material, course or program if it is:

- Not required as part of the regular day school program;
- Voluntary, and alternatives are offered;
- Non-essential or co-instructional in nature and is not required for graduation by an individual student; or
- A voluntary upgrade or substitute of a more costly material to the material provided for course purposes.

Examples of Activities, Programs, and Materials Eligible and Non-eligible for Fee Charges are found in **Appendix A**.

BEST PRACTICES

In addition, school Principals may consider the following best practices when implementing application of fees in their schools:

- Minimizing, where possible, costs related to enhanced programming and materials (for example, speakers, dance instructors, in-class field trips) that are optional to a course;
- Making every effort to ensure all students can participate in student activities regardless of ability to pay;
- Where a student chooses not to participate, alternative assignments should be provided for students to meet the expectations of the course; and
- Modest student activity fees for student agendas, student recognition, yearbooks, school dances, student council activities and clubs, photographs, co-instructional activities and athletics.

STUDENT FEE POLICY

Issued: June 14, 2011

Policy No. 301.11

Revised: December 6, 2011

APPENDIX A

Note: The following examples included are not intended to be a comprehensive list.

Examples of Activities, Programs or Materials *Ineligible* for Fee Charges

- A registration or administration fee for students enrolled in any regular day school program;
- A textbook fee or deposit;
- Learning materials that are required for completion of the curriculum such as workbooks, cahiers, musical instruments, science supplies, lab material kits and safety goggles;
- Fees charged for the creation of discretionary accounts by teachers or departments;
- Mandatory flat fees for any course leading to graduation other than optional programming;
- A fee for a guest speaker, visiting teacher, or in-class field trip or presentation where the material being presented is a mandatory element of the subject or course;
- Items that are funded through the allocated budget of a school board including, but not limited to learning materials necessary to meet learning expectations such as computers, workbooks, textbooks, staff development and training costs; or
- Learning materials that are required to meet the learning expectations of the course, but are consumed by the pupil and cannot be used again by another student in the next semester, e.g. a chemical used in a chemistry experiment.

Examples of Activities, Programs or Materials Potentially *Eligible* for Fee Charges

- Optional programming such as, Advanced Placement courses or Hockey Canada Skills Academy program;
- Co-instructional trips, events or activities that are extensions to the curriculum and not required for graduation (e.g. dances, school clubs, theme days, athletics, drama, student council activities);
- Extended student trips or excursions that are not necessary to meet the learning expectations of a particular grade or course (e.g. trips abroad, elementary (Journey Retreat) and secondary retreats, etc.);
- Optional art or music supplies or higher quality woodworking, design or technology materials that students choose to use for course completion, as long as the required materials are available at no cost;
- Student activity fees; student agendas, yearbooks.
- Co-instructional activities, special events, program enhancements or field trips (e.g. for costs of participation, rental of equipment or travel), if alternative programming and assignments are offered to students who choose not to participate; or

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
DECEMBER 20, 2011**

PUBLIC SESSION

TOPIC:

- **OCCUPATIONAL HEALTH & SAFETY POLICY (201.6)**
- **EMPLOYEE WORKPLACE VIOLENCE POLICY (201.11)**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Occupational Health & Safety Policy (201.6) and the Employee Workplace Violence Policy (201.11), as presented.

Prepared by: Frank Iannantuono, Superintendent of Education
Presented by: Frank Iannantuono, Superintendent of Education
Recommended by: John Crocco, Director of Education
Date: December 20, 2011

Niagara Catholic District School Board

OCCUPATIONAL HEALTH & SAFETY

Adopted: January 29, 2002

Reviewed: November 22, 2011

Policy No. 201.6

STATEMENT OF POLICY

In keeping with the Mission, Vision, and Values of the Niagara Catholic District School Board the Niagara Catholic District School Board believes that the prevention of employee occupational illness and injury, and the prevention of accidents to volunteers, students and visitors on Board premises, is of the utmost importance. The Board, therefore, shall endeavour to provide and maintain as safe a work environment as possible.

The Director of Education shall issue Administrative Guidelines in conjunction with this policy and reflective of applicable legislation.

Reference

- *Occupational Health and Safety Act and Regulations for Industrial Establishments, R.S.O. 2001, Chapter 0.1*

Niagara Catholic District School Board

OCCUPATIONAL HEALTH & SAFETY

Issued: January 29, 2002

Policy No. 201.6

Reviewed: November 22, 2011

ADMINISTRATIVE GUIDELINES

Every supervisor has a responsibility to the safety of employees who report to him/her and therefore must ensure that employees work in a safe manner and use or wear the equipment, protective devices or clothing that the Board, or legislation, requires to be used or worn. Additionally, the Board, through its supervisors and/or other designated personnel, has a responsibility to respond promptly to any concerns put forth by any party regarding matters of occupational health and safety that are within the Board's jurisdiction;

Every employee has a responsibility to work in a safe manner; to use or wear the equipment, protective devices or clothing that the Board, or legislation, requires to be used or worn; to report to his/her supervisor, the absence or defect in any equipment or protective device of which s/he is aware and which may endanger him/herself or another worker; to report to his/her supervisor any hazard or potential hazard, within the Board's jurisdiction, of which s/he is aware;

All parties employed within or contracted by the Board must act in compliance with the **Occupational Health and Safety Act and Regulations for Industrial Establishments, R.S.O. 2001, Chapter 0.1**, as amended.

Refer to the Occupational Health and Safety Procedural Manual developed by the Joint Occupational Health & Safety Committee.

Niagara Catholic District School Board

EMPLOYEE WORKPLACE VIOLENCE

Adopted: April 23, 2002
Revised: June 15, 2010
November 23, 2010
Reviewed: November 22, 2011

Policy No. 201.11

STATEMENT OF POLICY

In keeping with the Mission, Vision, and Values of the Niagara Catholic District School Board, the Niagara Catholic District School Board is committed to providing a safe working environment in which all Employees are treated with consideration, dignity, respect, equity and in accordance with the gospel values of Jesus Christ, as well as the Mission, Vision and Values of the Board.

The board believes that the eradication of workplace violence in the school/workplace is the joint responsibility of the employer and the employee. Therefore, any employee who becomes aware of a potential workplace violence situation has a responsibility to draw appropriate attention to it.

Workplace Violence will not be tolerated on the Niagara Catholic District School Board premises, while conducting company business, or work related functions, whether such violence is perpetrated by senior administration, managers, employees, contractors, customers, clients, visitors or members of the general public.

If the employee believes they are at risk of violence in the workplace including domestic violence they must advise the employer and the employer should take appropriate steps which may include seeking the assistance of the local police.

Where the occasion of workplace violence arises, the Board will achieve resolution through a formal process. During the process all information gathered is to be kept confidential.

The Board will assess the risks of workplace violence that may arise from the nature of the workplace, and provide relevant training, information and instruction, in accordance with current legislation in the Province of Ontario.

This Policy is to be applied in conjunction with other Board Policies dealing with employee behaviour, progressive discipline, conflict resolution and school safety (i.e. Code of Conduct, Access to School Premises, Criminal Background Check, Police and School Board Protocol, Occupational Health and Safety, Safe Physical Intervention for Students, Employee Workplace Harassment...)

The board will review this policy with respect to workplace violence, on an annual basis, and will post this policy in the workplace along with any applicable procedures and/or related programs.

The Director of Education will issue Administrative Guidelines in support of this policy.

Reference:

- ***Ontario Human Rights Code 1990***
- ***Municipal Freedom of Information and Protection of Privacy Act***
- ***Occupational Health & Safety Act (December 2009)***
- ***Employee Workplace Harassment Policy 201.7***
- ***Workplace Violence Management Program***
- ***Bill 168: Occupational Health and Safety Amendment Act (Violence and Harassment in the Workplace) 2009***

Niagara Catholic District School Board

EMPLOYEE WORKPLACE VIOLENCE

Adopted: April 23, 2002

Policy No. 201.11

Revised: June 15, 2010

November 23, 2010

Reviewed: November 22, 2011

ADMINISTRATIVE GUIDELINES

Workplace Violence is defined by the Ministry of Labour (MOL) as:

- a. the exercise of physical force by a person against an employee, in a workplace, that causes or could cause physical injury to the employee;
- b. an attempt to exercise physical force against a employee, in a workplace, that could cause physical injury to the employee; and
- c. a statement or behaviour that it is reasonable for an employee to interpret as a threat to exercise physical force against the employee, in the workplace, that could cause physical injury to the employee.
- d. **Workplace** refers to any place where employees perform work or work-related duties or functions. Schools and school-related activities, such as co-curricular activities and excursions, comprise the workplace, as do Board offices and facilities. Conferences and training sessions fall within the ambit of this policy.
- e. **Employee** refers to all employees of the Board.

Definitions are subject to changes from time to time as the appropriate legislation is reviewed or amended.

The Employee Workplace Violence Policy and Administrative Guidelines shall be posted in a conspicuous place in every workplace throughout the Niagara Catholic District School Board.

Provision of Information

Disclosure of Information with respect to Workplace Violence provided to an Employee may include personal information related to a risk of violence from a person with a history of violent behaviour if,

- a. The Employee can be expected to encounter that person in the course of his or her work; and
- b. The risk of workplace violence is likely to expose the employee to physical injury, as outlined in legislation.

No employer or supervisor shall disclose more personal information than is reasonably necessary to protect the worker from physical injury.

Domestic Violence

If the employer becomes aware, or ought to reasonably be aware that domestic violence that is likely to expose an Employee to physical injury may occur in the workplace, the employer will take every reasonable precaution to protect the employee.

Complaint Procedure

When an employee has been the subject of a workplace violence, the following steps shall be considered:

1. The alleged assailant will be removed from the presence of the Employee immediately, if the Immediate Supervisor at the time of the incident deems it reasonable and practical.
2. The Employee(s) shall receive immediate and appropriate support and/or medical attention if warranted.
3. In the event of a physical assault, medical verification of the injury sustained in the assault must be established and recorded as soon as possible by the Immediate Supervisor.
4. At the earliest opportunity, the assaulted Employee(s) shall inform the Immediate Supervisor. The Immediate Supervisor must inform the Senior Administrator of Human Resources, who will then notify the appropriate Superintendent or Controller of Plant.
5. It shall be the responsibility of the Senior Administrator of Human Resources to inform the appropriate Union President, if applicable, of the incident. These guidelines do not preclude the assaulted employee(s) from contacting the police and/or their Association / union representatives.
6. The Immediate Supervisor will advise the alleged assailant, as soon as it is practical, that documentation of the specific details shall be recorded.
7. The Immediate Supervisor will endeavour to restore the environment to normalcy and will conduct an investigation into the assault. The completed **Incident Report, Employee Workplace Violence**, resulting from the investigation will be forwarded to the Senior Administrator of Human Resources with a copy to the appropriate Superintendent or Controller of Plant. A copy of the **Workplace Safety and Insurance Board, Employee Incident/Accident Report** will also be required in the event of a physical assault.
8. Upon receiving the reports from the Employee and Immediate Supervisor, the Senior Administrator of Human Resources will consult with the appropriate Superintendent(s) and/or Controller of Plant prior to any action taken.
9. The Senior Administrator of Human Resources may seek legal advice for the Board regarding the incident.
10. The Senior Administrator of Human Resources shall inform the Employee of the support mechanisms available through the Board.
11. With the approval of the Superintendent of Human Resources, the Senior Administrator of Human Resources may, if deemed appropriate, grant an approved leave of absence without loss of pay or sick leave credit, to the Employee(s) who has been the subject of an assault.
12. The Niagara Catholic District School Board will not discriminate employees because they are perceived to be victims of workplace violence.
13. In all cases, with Police involvement, the Employee and Immediate Supervisor shall report the incident(s) on the appropriate form.
14. Copies of reports made by the Employee and Immediate Supervisor must be given to the Senior Administrator of Human Resources, appropriate Superintendent(s) and/or Controller of Plant if appropriate, where appropriate action will be taken. Upon written request to the Senior Administrator of Human Resources, a copy of the detailed report from the Immediate Supervisor will be provided to the Employee(s).
15. Where the two or more parties involved in the assault are assigned to the same department or work-site, future work assignments and location shall be reviewed with the Senior Administrator of Human Resources, the appropriate Superintendent(s) or Controller of Plant, and the Immediate Supervisor.
16. Infringement of this policy will give rise to disciplinary measures up to and including termination of employment.

Joint Occupational Health and Safety Committee Representatives

The employer shall advise the Joint Occupational Health and Safety Committee Representatives at the school site of the results of the assessment or re-assessment of the Workplace Violence Management Program and provide a copy where the assessment or re-assessment is in writing.

The Employee Workplace Violence Survey will be conducted on an annual basis in order to monitor employee input on risk assessments, and the provision of necessary information to employees.

The OHSA requires employers to notify the Ministry of Labour of critical injury (as defined by the OHSA) or fatality immediately and file a written report within 48 hours. Absent a critical injury or fatality, an employer need not report a workplace violence incident to the Ministry of Labour unless ordered to do so by a Ministry of Labour Inspector.

The JHSC, the health and safety representative and the union(s) shall be notified within 4 days of a workplace violence incident if a person is disabled from performing his or her usual work or requires medical attention because of the incident.

This policy is to be interpreted and applied in conjunction with other board policies dealing with employee behaviour, progressive discipline, conflict prevention and resolution, and school safety.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
DECEMBER 20, 2011**

PUBLIC SESSION

**TOPIC: APPROVED MINUTES OF THE SPECIAL EDUCATION
ADVISORY COMMITTEE MEETING OF OCTOBER 5, 2011**

RECOMMENDATION

THAT the Niagara Catholic District School Board receive the Approved Minutes of the Special Education Advisory Committee Meeting of October 5, 2011, as presented for information.

Prepared by: Yolanda Baldasaro, Superintendent of Education
Presented by: Yolanda Baldasaro, Superintendent of Education
Approved by: John Crocco, Director of Education
Date: December 20, 2011



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

MINUTES OF THE SPECIAL EDUCATION ADVISORY COMMITTEE MEETING WEDNESDAY, OCTOBER 5, 2011

Minutes of the Meeting of the Special Education Advisory Committee, held on Wednesday, October 5, 2011, at 7:00 p.m. in the Father Kenneth Burns csc Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

The meeting was called to order at 7:00 p.m. by Chair Racine.

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayers were led by Chair Racine.

2. Roll Call

Members	Affiliations	Present	Excused	Absent
Anna Racine	The Tourette Syndrome Association of Ontario	✓		
Kim Rosati	VOICE for Hearing Impaired Children	✓		
Connie Parry	Association for Bright Children	✓		
Heather Schneider	Community Living-Welland/Pelham		✓	
Cyndi Gryp	Community Living-Grimsby, Lincoln & West Lincoln	✓		
Rob Lavorato	Down Syndrome Caring Parents (Niagara)	✓		
Mike Gowan	Autism Ontario	✓		
Jim Wells	John Howard Society of Niagara			✓
Dianne Radunsky	Ontario Brain Injury Association	✓		
Sarah Farrell	Learning Disabilities Association – Niagara	✓		
Bill Helmeczi	Pathstone Mental Health	✓		
Trustees				
Father Paul MacNeil		✓		
Rhianon Burkholder			✓	

The following staff were in attendance:

Yolanda Baldasaro, Superintendent of Education; **Ted Farrell**, Principal – Secondary;
Tina DiFrancesco, Recording Secretary

3. Approval of the Agenda

Moved by Mike Gowan
Seconded by Rob Lavorato

THAT the Special Education Advisory Committee approve the Agenda of the Special Education Advisory Committee Meeting of October 5, 2011.

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 Meeting of September 7, 2011

Moved by Dianne Radunsky
Seconded by Father Paul MacNeil

THAT the Special Education Advisory Committee approve the Minutes of the Special Education Advisory Committee Meeting of September 7, 2011, as presented.

CARRIED

B. PRESENTATIONS

1. SEAC Logo Plaque Presentation

Chair Racine presented a plaque and gift to the winner of the SEAC Logo Competition, Daniella Conley, a student at Blessed Trinity Secondary school.

2. Autism Ontario – Niagara Region Chapter – Autism Awareness month and the PEERS Program

Mike Gowan introduced Tamara Coleman-Lawrie, Manager of Autism Ontario, Niagara Region Chapter who announced that October is Autism Awareness month and presented information on the upcoming launch of the Peers Program, a 14 week social skills program starting in January 2012.

C. VISIONING

1. Goals and Vision for 2011/2012

1.1 EA Survey

Superintendent Baldasaro suggested using the same format that was used for the Educational Resource Teacher (ERT) survey. The ERT survey questionnaire was presented to the members for information. Superintendent Baldasaro explained the need for following a process in presenting the idea to Senior Administrative Council and suggested the formation of a committee. A decision was made by the members to proceed with the development of an EA survey. Four SEAC members along with Superintendent

Baldasaro and a Coordinator of Special Education have volunteered to join the committee. Staff will bring forward results from the ERT survey as well as bring forth projections for this year.

Goals will be addressed at the November meeting. A suggestion was made to focus on 1 or 2 attainable goals for the 2011-2012 school year.

D. BUSINESS ARISING FROM THE MINUTES OF THE MEETING OF SEPTEMBER 7, 2011

1. Learner Advocacy

2. Parent Outreach

2.1 Special Education Representative/Liaison on School Councils

Chair Racine and Vice-Chair Rosati explained the importance of a Special Needs Representative on Catholic School Councils and recommended advocating for support. A decision was made to include this item as a consideration for a SEAC goal for this year.

2.2 SEAC Presentations at Community Support Information Night

Chair Racine described the Community Support Information (CSI) Night to the members and suggested doing a short presentation that evening to promote the SEAC. A decision was made to include this item as a consideration for a SEAC goal for this year.

3. Program and Service Recommendations

3.1 Board Improvement Plan

Superintendent Baldasaro informed members that the Board Improvement Plan is in progress. The System Priorities 2010-2011 Achievement Report was presented to the members for information.

4. Special Education Budget

5. Annual Review, Special Education Plan

6. Other Related Items

7. Policy Review

E. AGENCY REPORTS

1. *VOICE for Hearing Impaired Children – Kim Rosati*

- At our last VOICE Meeting in September, we had the pleasure of having Ron Foster of the Resource Services Outreach Programs from the Provincial Schools Branch. Ron presented to our parents and professionals. In this Mini Workshop the topic was Language issues and the Needs of Deaf and Hard of Hearing Children. Listed below are some of the items discussed:

Misconceptions

- ‘Hearing’ means ‘comprehension’.
- ‘Speech’ and ‘language’ are the same.
- Deaf children are good speechreaders.
- Technology provides ‘normal’ hearing.
- Technology automatically improves comprehension.
- Deaf kids can’t.... (empathy not sympathy).

Session Goals

- Read an audiogram and understand the implications for communication.
- Know a variety of classroom strategies to address the needs of deaf students.
- Appreciate the impact hearing loss has on language development, social development and self esteem.

Attached are the Instructional and Environmental accommodations that are to be considered when working with Deaf & Hard of Hearing Students.

2. *Down Syndrome Caring Parents (Niagara) – Rob Lavorato*

- Down Syndrome Awareness week is the first week of November.

3. *Community Living – Welland/Pelham – Heather Schneider*

- Nil Report

4. *Association for Bright Children – Connie Parry*

- Association for Bright Children of Ontario Annual Conference and AGM is being held at Sheridan College, 1430 Trafalgar Road in Oakville. *Educators’ Day* is on Friday, October 28, 2011 from 8:30a.m. – 3:30p.m. and *Family Day* is on Saturday, October 29th, 2011 from 8:30a.m. – 3:30p.m. Online registration opens October 3rd, 2011. For more information visit www.abcontario.ca
- Information was presented on the *Top 10 Ways to Motivate Gifted Children, Minister’s Advisory Council On Special Education (MACSE), Communication: Collaborating with the Community – Gifted Report – June 2011* and the *Minutes for the Meeting of the Minister’s Advisory Council on Special Education – June 8th and 9th, 2011.*

5. Community Living – Grimsby, Lincoln and West Lincoln – Cyndi Gryp

- Nil Report

6. Autism Ontario – Mike Gowan

- All fall programs are underway.
- Gymnastics programs are currently running at Gymnastics Energy on Hannover Drive in St. Catharines.

7. The Tourette Syndrome Association of Ontario – Anna Racine

- The first meeting for the Tourette Syndrome Association of Ontario – Niagara Region Chapter was held in September.

8. John Howard Society of Niagara – Jim Wells

- Nil Report

9. Ontario Brain Injury Association – Dianne Radunsky

- A paediatric two day training course was held this week.
- The Acquired Brain Injury Provincial Conference is being held on Wednesday, November 2nd – Friday, November 4th at the Sheraton on the Falls Hotel in Niagara Falls.
- Dianne Radunsky announced she will soon be retiring after 25 years of service.

10. Learning Disabilities Association (Niagara) – Sarah Farrell

- Our Fall programs (Reading Rocks, B.E.S.T., S.T.E.P.S., and PACE) have kicked off to a great start this week! Reading Rocks, our one-on-one tutoring literacy program will be offered for the next 8 weeks in St. Catharines, Beamsville, Welland and Niagara Falls. BEST and STEPS, our social skills and self-advocacy program for children with learning disabilities will also be offered for the next 8 weeks in St. Catharines and Welland.
- Reading Rocks Junior is a new program funded by the Niagara Prosperity Initiative and is for children (4-6) at-risk for future reading difficulties. R.R.Jr. will run next week in Niagara Falls (the Victoria/Drummond neighbourhood) for 6 weeks.
- Parents Advocating – Children Excelling (PACE) started this Monday to offer parents of children with learning disabilities and ADHD an opportunity to gain new information, learn new tools/strategies and how to effectively advocate for their child.
- October is LD Awareness month! LDANR is planning on hosting a family games/sports night and asking schools and children to participate in a poster contest about their interpretation of LD to create more LD awareness.

11. Pathstone Mental Health – Bill Helmeczi

- Pathstone Mental Health will be receiving additional funding to allow for more social workers and this will support social workers to work directly in schools.

F. STAFF REPORTS

1. Patsy Rocca – Principal, Elementary

- Nil Report

2. Ted Farrell – Principal, Secondary

BLESSED TRINITY

- Resource teachers are in the process of developing the Individual Education Plans for the 2011-2012 school year. These will be available to teachers in time for Parent-Teacher Interviews on October 13th and mailed home shortly after.
- We are pursuing professional development opportunities in the areas of the partnering assistive technology with the OSSLT and in Youth Mental Health Awareness.
- The Grade 9 students in our Special Education Class have transitioned beautifully. All of our students have been embraced by the Blessed Trinity School Community. Our students are not only active in classes, but are also participating in the Sky Pilots program, Choir, OSAID and FUEL.
- Two of our students had an amazing time at Thunderstruck – an evening dedicated to welcoming Grade 9 students. Our planning committee and peer helpers ensured our students enjoyed the evening. Our students mingled and had a great time. Staff at Blessed Trinity demonstrates the true spirit of community by welcoming and accommodating everyone.
- We currently have three co-op placements for our students: two at Giant Tiger and one at the Grimsby Public Library. An Educational Assistant accompanies students to their placements and assists with job skill development. Our students attend their placements Monday, Tuesday, Thursday and Friday. On Wednesday we work on logs, community skills and functional skill development.
- We have a student attending Chef Poitras' Culinary Arts Class at Liuna Gardens and he is enjoying this immensely.
- Our Special Education Class and their peers continue to attend 9:00a.m. Mass at St. Joseph's Church each Wednesday. One student stays behind with Mrs. Saunders to prepare a breakfast for the class. This is one of the many ways we have built a strong classroom community between and with students, peer helper, staff and of course our faith community.
- This Wednesday, we will be going swimming and will soon be going to a fall themed trip to Puddicombe Estate Farms, and the Hallowe'en Masquerade Dance at Denis Morris.

DENIS MORRIS

- Denis Morris is nearing the completion of renovations to the Resource Room. The new space will provide a greater number of students access to support throughout the day. We thank students and staff for their patience throughout this process.
- Denis Morris also looks forward to hosting the 5th Annual Special Needs Halloween Masquerade Dance on Friday, October 28th, 2011. The Special Education Classes from our

eight secondary schools across Niagara Catholic will join together to celebrate our unique talents and gifts. We look forward to a “goolishly” great time.

- Student profiles have been distributed to all staff so that accommodations, modifications and/or alternative expectations can be implemented in classes to respond to the needs of our exceptional students. We are also in the process of reviewing and completing Individual Education Plans to ensure that effective programming and supports are in place to enhance student engagement, to promote student achievement.

LAKESHORE CATHOLIC

- The Special Education room is piloting iPads in the classroom. We are wireless in our room and have purchased a number of apps that further increase the students literacy, numeracy and communication skills. We have 3 iPads.
- We are also tracking pre & post data on it for the Board with the hopes of growing this throughout our Board, as this is a wonderful resource/tool (technology), for our kids.
- We are continuing our Structured Teaching strategies. Two of our new kids have general to specific (two-tiered) visual schedules that were created for them, and are working really well.

NOTRE DAME

- The Resource Department is in the process of meeting with all classroom teachers to discuss their student's IEP's to ensure accommodations are in place for semester one. Draft copies of IEP's will be sent home to parents in mid-October. Five students are enrolled in the Assistive Technology Course this semester.
- The Special Education class welcomes six new students, four in Grade 9. Four students from the Special Education class have started supported work placements. Two students are working at Dollarama (Lincoln St.), one student is working at the Blue Star Restaurant and one more at the Salvation Army Store. The Special Education class is looking forward to the Hallowe'en Dance being held at Denis Morris next month.

ST. FRANCIS

- It has been a busy start-up this September 2011 at St. Francis Catholic Secondary School! We have welcomed two new faces to our Special Education Classroom, and we have welcomed back one of our former Educational Assistants, Ms. Gabe Kevorkian! Our Special Education Classroom now has thirteen students that St. Francis could not do without!!
- Our Special Education Class students are continuing to make muffins this year for our P3 after-school program, helping our St. Francis students to have a nutrition break while they are studying after-school hours. Many of our Special Education Class students are enjoying their new classes and teachers this semester, and are enrolled in a variety of courses as K-code options.
- Some of our Special Education Classroom students have already begun new Co-operative Education placements, while others hope to begin Co-ops in the second semester. Currently, two of our students are working in the mornings each day at Anchor Pointe Retirement Residence. They are helping to set up the dining room for the residents' lunches, and they are really enjoying this co-op placement.
- All of the other students we serve through the Special Education Department are now becoming accustomed to their new classes and teachers also. We are currently working on our Individual Education Plans (IEPs) for this new semester, and we are setting up appointments with interested parents who would like to be involved in the creation of our 2011-2012 IEPs. Our Semester 1 IEPs will be sent out in October as new draft documents.

SAINT MICHAEL

- A letter to parents inviting them to provide input into the development of the IEP was sent home the second week of September. We are currently following up with parents who would like to be a part of the IEP development process.
- We are currently in the stages of reviewing outside psych ed assessments with Board staff for students who are new to our system.

- IEPs are currently in the stages of development by Resource and Classroom teachers.
- IEPs will be sent home on or before October 18th, for parental review.
- Saint Michael is currently one of two schools that is a NCDSB pilot for a “note taker” position. This person works with a student who is IPRC’d Deaf/Hard of Hearing and who greatly benefits from having a person type the teacher’s and students’ words so that the student can read them at the same time that they are being said. This is being heavily supported by the Teacher of the Deaf/Hard of Hearing.
- The Special Education Class is continuing their weekly outings to YMCA for swimming or to bowling.
- Educational Resource Teachers and Educational Assistants will be listening to two presentations on Mental Health at the upcoming PD Day in October. Select staff and the Educational Resource Teacher (ERT) attended a workshop presented by the Deaf/Hard of Hearing teacher.
- Saint Michael will be a pilot school for a new reading program recently developed by The Niagara Catholic District School Board. Two ERTs have been trained and will be sharing this knowledge with the Special Education Classroom teacher as well.
- The SEAC presentation was shared with the parent community on the Grade 9 Night (September 28th).
- We are starting transitions for high needs Grade 8 students who will be coming to Saint Michael next year.
- The Special Education Class is looking forward to the upcoming Halloween Event to be held at Denis Morris.

SAINT PAUL

- At Saint Paul the Special Education program started at a fast pace. New teacher, Mr. Mete and the gang have rearranged the classroom to better facilitate "Structured Teaching". Students from the Special Education class are doing well at their co-op placements at Sobeys and Bulk Barn. The students from this class bake muffins each Tuesday and Thursday for our "Smart Start" breakfast program. Senior student volunteers Taylor, Alexis and Michael are a great help with programming.
- In the works are some fun and educational field trips and possibly a more accessible replacement for our November Cosom Hockey tournament. More info on these next months!

3. Yolanda Baldasaro – Superintendent of Education

- On Friday, October 7th, 2011 a Professional Activity Day will be held at the Scotiabank Centre in Niagara Falls for all Niagara Catholic District School Board staff. The day will begin with Bishop Bergie celebrating Mass followed by various workshops.
- Superintendent Baldasaro wished everyone a Happy Thanksgiving.

4. Colleen Atkinson – Coordinator Special Education

- The *Gifted Rap* Newsletter will soon be available for all Special Education staff on Niagara Catholic District School Board’s DocuShare program which is an online content management system that allows staff to easily share documents with other Board staff.

G. TRUSTEE REPORTS

1. Father Paul MacNeil – Trustee

- Director Crocco presented the Niagara Catholic Strategic Directions Priority Indicators 2010-2011 Achievement Report, of which a copy will be given to members of the Special Education Advisory Committee." To quote from the background information to the report, "Senior Administrative Council is proud of the overall achievement of the 2010-2011 System Priority Indicators as approved by the Board. Senior Staff complements Niagara Catholic Students and Staff for the high level of achievement and continued improvement throughout 2010-2011."
- We received a report of the Education Quality and Accountability Office (EQAO) Primary and Junior Provincial Assessments of Reading, Writing and Mathematics and the Grade 9 assessment of Mathematics, for the year 2010-2011. This report will be posted on the Board website.
- The Canadian Catholic School Trustee conference in Ottawa was held in mid September entitled *Catholic Education: A National Conversation* attended by over 250 Trustees, educators and senior staff from across Canada.
- A Blessing of St. Augustine school took place on September 29th and this Friday the Board is celebrating a Board wide Professional Activity day at the Scotiabank Centre in Niagara Falls.

2. Rhianon Burkholder – Trustee

- Nil Report

H. NEW BUSINESS

1. Learner Advocacy

2. Parent Outreach

3. Program and Service Recommendations

4. Special Education Budget

5. Annual Review, Special Education Plan

6. Other Related Items

6.1 Follow up to Letter to the Minister of Education regarding Special Education

The response letter from the Minister of Education was presented to the members for information and review. A discussion was held in regards to the letter and a suggestion was made to address other SEACs to support our initiative and respond to the Ministry. Chair Racine will draft letters and bring them forward at the next meeting.

6.2 Annual Accessibility Plan 2011-2012

The Annual Accessibility Plan 2011-2012 was included in the October agenda package for information.

7. Policy Review

7.1 Student Fees Policy

The Student Fees Policy was sent electronically to the members for information and review. Chair Racine suggested that any recommendations can be forwarded to her by October 11th and she will respond on behalf of the SEAC. Individual responses are also welcome. The deadline to respond is October 14, 2011.

I. CORRESPONDENCE

1. A letter was received by the Halton District School Board in support of our letter to the Minister of Education regarding Special Education.

J. QUESTION PERIOD

K. NOTICES OF MOTION

L. AGENDA ITEMS – DISCUSSION FOR FUTURE MEETINGS

1. **Mental Health Initiatives through Niagara Catholic District School Board**

A possible presentation by Special Education staff will be held in the fall.

M. INFORMATION ITEMS

N. NEXT MEETING:

Wednesday, November 2, 2011 at 7:00p.m. at the Catholic Education Centre

O. ADJOURNMENT

Moved by Connie Parry
Seconded by Rob Lavorato

THAT the October 5, 2011 meeting of the Special Education Advisory Committee be adjourned.

CARRIED

This meeting was adjourned at 9:10p.m.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
DECEMBER 20, 2011**

PUBLIC SESSION

**TOPIC: APPROVED MINUTES OF THE NIAGARA CATHOLIC
PARENT INVOLVEMENT COMMITTEE MEETING OF
SEPTEMBER 8, 2011**

RECOMMENDATION

THAT the Niagara Catholic District School Board receive the Approved Minutes of the Niagara Catholic Parent Involvement Committee Meeting of September 8, 2011, as presented for information.

Prepared by: Lee Ann Forsyth-Sells, Superintendent of Education
Presented by: Lee Ann Forsyth-Sells, Superintendent of Education
Approved by: John Crocco, Director of Education
Date: December 20, 2011



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.

Approved Minutes

Minutes of the Niagara Catholic Parent Involvement Committee Meeting

**Thursday, September 8, 2011
7:00 p.m. – 9:00 p.m.**

**Father Kenneth Burns Board Room
CATHOLIC EDUCATION CENTRE, WELLAND, ONTARIO**



Minutes of the Meeting of the Niagara Catholic Parent Involvement Committee, held on Thursday, September 8, 2011, at 7:00 p.m. in the Father Burns csc Board Room, at the Catholic Education Centre, 427 Rice Road, Welland, ON.

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayer was in celebration of the New School Year and was led by Lee Ann Forsyth-Sells. Prayer intentions were made for Pat Rocca, Anna Racine's mother, and all of the staff, students and families of the Niagara Catholic District School Board.

2. Roll Call

Members	Present	Excused	Absent
Marion Battersby	✓		
Lisa Burland		✓	
Mary Byers	✓		
Teri Venzon	✓		
Mary-Jo Au	✓		
Shonna Daly	✓		
Yvonne Wowk	✓		
Luke Brazeau			✓
Frances Stewart	✓		
Heather Pyke	✓		
Vanessa Alexis			✓
Laurel Ives-Allison		✓	
Michelle Zappitelli	✓		
Anna Racine		✓	
Father Peter Rowe		✓	
Scott Root		✓	
Josie Caneloro	✓		
Pasty Rocca		✓	
Khayyam Syne	✓		
Emily Purcha			✓
Lee Ann Forsyth-Sells	✓		
Kathy Burtnik		✓	
Maurice Charbonneau	✓		

3. Approval of the Agenda

Moved by: Marion Battersby

Seconded by: Yvonne Wowk

THAT the Niagara Catholic Parent Involvement Committee approve the agenda of the Niagara Catholic Parent Involvement Committee Meeting of September 8, 2011.

CARRIED

4. Declaration of Conflict of Interest

No conflicts of interest were declared with any items on the agenda.

5. Approval of Minutes of the Niagara Catholic Parent Involvement Committee Meeting of May 12, 2011.

Amendment before approval: **Committee Reports:** Lee Ann Forsyth-Sells stated that the recommended changes to be made to the NCPIC Policy were brought to Senior Administrative Council. The requests for changes were not approved.

Moved by: Michelle Zappitelli

Seconded by: Teri Venzon

THAT the Niagara Catholic Parent Involvement Committee approve the minutes of the Niagara Catholic Parent Involvement Committee Meeting of May 12, 2011 as presented.

CARRIED

B. BUSINESS ARISING FROM THE MINUTES OF THE MEETING OF MARCH 10, 2011

1. **Update on PRO GRANT-**Lee Ann Forsyth-Sells presented the DVD for the “Student Learning II-A Parent Focus” created by Kevin Gibson of Electric Dreams to the NCPIC members. The NCPIC members provided positive feedback and were pleased with the presentation. The NCPIC members requested to have copies available for their upcoming school open houses and Catholic School Council meetings. Lee Ann Forsyth-Sells reported she would be presenting the DVD to Senior Administration on Monday, September 12, 2011 for their feedback and once the DVD was approved Lee Ann Forsyth-Sells would contact Kevin Gibson to make copies to be distributed to all Niagara Catholic schools.
2. **Discussion-Recognizing a member or other parent that has shown exemplary service to the Committee-**Heather Pyke stated that the idea will be presented to the new 2011-2012 Ad Hoc Committee for review.

C. SUPERINTENDENT’S REPORT

1. **Niagara Catholic Parent Involvement Committee Policy and Guidelines-**Lee Ann Forsyth-Sells stated the NCPIC Policy and Guidelines had been approved by the Board on May 24, 2011 and posted on the Board website.
2. **Financial Report-** A financial report was submitted to the Niagara Catholic Parent Involvement Committee for review. Shonna Daly stated that expenses for the 2nd Annual PIC Symposium should have been reimbursed by the Ministry of Education. Lee Ann Forsyth-Sells stated that she would follow-up.

3. **Ministry of Education Letter**-Lee Ann Forsyth-Sells informed the NCPIC members that attached to the agenda was a letter from the Ministry of Education with regards to the funding provided to school boards in support of parent engagement activities. Lee Ann stated the letter also referenced the handbook for PIC members, the Tool Kit for parents.

D. Chairperson's Report: Heather Pyke

1. **Ministry of Education Fundraising Policy**-Heather Pyke reported that the Ministry of Education had extended the deadline for feedback regarding the Fundraising Policy and Guidelines.
2. **Faith Formation**-Heather Pyke stated that the Mass at St. Alexander Church celebrated by Fr. Peter Rowe followed by dinner in the parish hall was a wonderful experience. Heather Pyke shared that this type of Faith Formation would benefit the Niagara Catholic, Catholic School Councils.
3. **NCPIC Goals 2011-2012**-Heather Pyke stated that the priorities for the 2011-2012 school year would be that:
 - the NCPIC members attend Catholic School Council meetings;
 - Faith Formation "Presenting the New Mass" is to include Grade 7 and 8 students and parents/guardians; and
 - the New Catholic School Council Chairpersons' Meeting will be held on Thursday, October 13, 2011 at 6:30 p.m. at the Catholic Education Centre.
4. **NCPIC Events/Activities 2011-2012**-Heather Pyke stated that the Sub-committee for NCPIC Events/Activities 2011-2012 should have a meeting in order to discuss future NCPIC activities.
5. **NCPIC Sub-Committees**- Heather Pyke reiterated that Sub-committees should be meeting in order to discuss further options.
6. **NCPIC departing members**-Heather Pyke thanked Luke Brazeau, Frances Stewart, Laurel Allison-Ives, Scott Root, Vanessa Alexis, Yvonne Wowk and Lisa Burland for their years of service on the NCPIC and wished them well in their future endeavours.

E. COMMITTEE REPORTS:

1. Community Representative

- Nil Report

2. Special Needs Representative-Anna Racine

- Regrets sent-NIL Report

3. OAPCE-Mary-Jo Au

- Mary-Jo Au reported that nominations were now being accepted for the position of Director for the Niagara Region for OAPCE. Mary-Jo stated that she has enjoyed her experience as Director for the past two years and if no one was interested she would like to continue.
- Lee Ann Forsyth-Sells asked the NCPIC members if any one was interested in becoming the OAPCE Director for the Niagara Region.
- Lee Ann Forsyth-Sells presented a motion that Mary-Jo Au be re-elected as the OAPCE Director for the Niagara Region for another two (2) year term.

Moved by: Heather Pyke

Seconded by: Teri Venzon

THAT the Niagara Catholic Parent Involvement Committee approve that Mary-Jo Au be re-elected as the OAPCE Director for the Niagara Region for another two (2) year term.

CARRIED

Lee Ann Forsyth-Sells congratulated and thanked Mary-Jo Au for her dedication and commitment to OAPCE.

4. Bishop/Diocesan Representative-Fr. Peter Rowe

- Regrets sent-NIL Report

5. Student Representative-Emily Purcha:

- NIL Report

6. Ad Hoc Committee Report-Heather Pyke stated that the items for the Ad Hoc Committee Report had already been discussed in the Chairpersons' report.

F. STAFF REPORTS:

1. Elementary Principal- Pat Rocca

- Regrets sent-NIL Report

2. Secondary Principal-Khayyam Syne-Khayyam Syne reported that the September 1, 2011 was a successful P.A. Day addressing School Improvement Plans, Board Improvement Planning and Vision 2020. Khayyam stated that the October 7, 2011 P.A. Day will begin with a system-wide Mass at the Scotia Centre with Bishop Bergie followed by a variety of professional development workshops available for all staff.

Khayyam also reported that a volunteer was needed to participate in a Web Safety Ministry Training Workshop held on October 12, 2011. Shonna Daly, Mary-Jo Au, Marion Battersby and Heather Pyke volunteered to attend the workshop. Khayyam Syne stated that he would inquire about sending more than one representative and that he would report back to the NCPIC.

3. Teacher-Scott Root

- Regrets sent-NIL Report

4. **Support Staff-Josie Candeloro**-Josie Candeloro reported that she has been part of the NCPIC for the past ten years and is happy to return for another term.

G. TRUSTEE REPORTS

Kathy Burtnik:

- Regrets sent-NIL Report

Maurice Charbonneau:

- Maurice Charbonneau recommended that the NCPIC forward the By-Laws to the Committee of the Whole Meeting on Thursday, September 17, 2011.

H. NEW BUSINESS

1. **Nominations, Selection Process and Elections NCPIC 2011-2012**-Lee Ann Forsyth-Sells reported that all the Principals and Vice-Principals had received information with regards to the NCPIC Election 2011-2012 to share with their school community. This information has also been posted on the Board website, sent out for church bulletins, and a Syner-voice message will be sent to all Niagara Catholic families. Lee Ann Forsyth-Sells requested that the current NCPIC members to submit their self-nomination forms by September 30, 2011.
2. **NCPIC By-Laws Approval**-Lee Ann Forsyth-Sells reported that the NCPIC By-Laws require approval by the NCPIC members in order to present to the Committee of the Whole Meeting on Thursday, September 17, 2011. The purpose of this NCPIC meeting was to conclude the business from the 2010-2011 school year and for the NCPIC to approve the By-Laws as per the regulation by October 1, 2011.

Motion: That the NCPIC approve the NCPIC By-Laws to present to the Committee of the Whole

Moved by: Frances Stewart

Seconded by: Mary Manella-Byers

THAT the Niagara Catholic Parent Involvement Committee approve the NCPIC By-Laws to be presented to the Committee of the Whole Meeting on Thursday, September 17, 2011

CARRIED

I. CORRESPONDENCE

- No correspondence

J. QUESTION PERIOD

K. NEXT MEETING: Thursday, November 10, 2011 at 7:00 p.m. Catholic Education Centre

L. ADJOURNMENT

Moved by: Teri Venzon

Seconded by: Michelle Zappitelli

THAT the September 8, 2011 meeting of the Niagara Catholic Parent Involvement Committee be adjourned.

CARRIED

This meeting was adjourned at 9:00 p.m.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
DECEMBER 20, 2011**

PUBLIC SESSION

**TOPIC: AD HOC ATTENDANCE AREA REVIEW COMMITTEE
MEETING - NOTRE DAME COLLEGE AND ASSOCIATED
ELEMENTARY SCHOOLS AREA, AND PORT ROBINSON**

APPROVED MINUTES OF NOVEMBER 8, 2011 MEETING

RECOMMENDATION

THAT the Niagara Catholic District School Board receive the Approved Minutes of the Ad Hoc Attendance Area Review Committee Meeting - Notre Dame College and Associated Elementary Schools Area, and Port Robinson of November 8, 2011.

Prepared by: Lee Ann Forsyth-Sells, Superintendent of Education
Presented by: Lee Ann Forsyth-Sells, Superintendent of Education
Approved by: John Crocco, Director of Education
Date: December 20, 2011



“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.”

APPROVED MINUTES

**AD HOC ATTENDANCE AREA REVIEW
COMMITTEE MEETING**
*Notre Dame College and Associated Elementary Schools Area,
and Port Robinson*

**November 8, 2011
5:00 P.M.**

**FATHER KENNETH BURNS BOARD ROOM
CATHOLIC EDUCATION CENTRE -WELLAND**

Minutes of the Notre Dame College and Associated Elementary School Areas, and Port Robinson, Ad Hoc Attendance Area Review Committee Meeting held on Tuesday, November 8, 2011 at 5:00 p.m. in the Father Kenneth Burns Board Room.

1. Opening Prayer

The opening prayer was led by Lee Ann Forsyth-Sells. Prayer intentions were made for Lorraine Williams and all of the staff, students and families of the Niagara Catholic District School Board.

2. Attendance

The following were in attendance:
Rhianon Burkholder, Trustee
Ted O’Leary, Trustee
Fr. Paul Mac Neil, Trustee
John Crocco, Director of Education
Lee Ann Forsyth-Sells, Superintendent of Education, Resource to Committee
James Woods, Controller of Plant
Kathy Levinski, Manager of Plant
Yvonne Anderson, Recording Secretary

3. Election of Committee Chairperson

Moved by Trustee Ted O’Leary

THAT the Trustee Rhianon Burkholder, be nominated for the position of Chairperson for the Notre Dame College and Associated School Areas, and Port Robinson, Ad Hoc Attendance Area Review Committee. Trustee Rhianon Burkholder accepted the position of Chairperson.

CARRIED

4. Approval of Agenda

Moved by Trustee Ted O’Leary

THAT the Agenda for the Notre Dame College and Associated Elementary School Areas, and Port Robinson, Ad Hoc Attendance Area Review Committee Meeting be approved as presented.

CARRIED

5. Discussion of Proposed Boundary Changes

- James Woods presented a PowerPoint presentation to the Committee on the two areas of review, Notre Dame College, Denis Morris and associated elementary schools and Port Robinson; and the boundaries for St. Mary and St. Andrew Catholic Elementary Schools in Welland.

1. Notre Dame College, Denis Morris Catholic High School, Monsignor Clancy, St. Charles and St. Andrew Catholic Elementary Schools

The current school boundaries for the Port Robinson area direct students to attend St. Andrew Catholic Elementary School and Notre Dame College. Students currently attending Denis Morris Catholic High School, Monsignor Clancy and St. Charles Catholic Elementary Schools are considered out of boundary students. Niagara Catholic historically has had a small vehicle in this area and on an exceptional basis has provided transportation based on the capacity of the vehicle. In 2010 demand well exceeded the capacity of the small vehicle and a large vehicle was approved to provide this service pending a school boundary review.

Currently eighteen (18) students in the Port Robinson area attend St. Andrew Catholic Elementary School and Notre Dame College and fourteen (14) students attend Denis Morris Catholic High School, Monsignor Clancy and St. Charles Catholic Elementary Schools. The Niagara Student Transportation Services (NSTS) proposes that the Port Robinson boundary be changed to Denis Morris Catholic High School, Monsignor Clancy and St. Charles Catholic Elementary Schools boundary eliminating the bus route to Welland.

Trustee Ted O'Leary asked if the NSTS had given a reason for their recommendation. James Woods stated that the NSTS recommendation was based on requests from the Port Robinson community as they feel they are part of the Thorold community, the canal bridge to Port Robinson is no longer available to provide an easy connection to Welland, transportation into Thorold is more efficient and effective and provides a clear direction to the school and NSTS when applying the policies and procedures of the Board.

Trustee Rhianon Burkholder asked if the boundary remained unchanged would the NCDSB accommodate the students currently attending Denis Morris Catholic High School, Monsignor Clancy and St. Charles Catholic Elementary Schools. Lee Ann Forsyth-Sells stated if we leave the boundary status quo students at Denis Morris Catholic High School, Monsignor Clancy and St. Charles Catholic Elementary Schools would be grandfathered and transportation will be provided until they graduate from the school. Future students would attend St. Andrew Catholic Elementary school and Notre Dame College. Lee Ann Forsyth-Sells also stated if there is a boundary change the same grandfathering procedure would apply to the students currently attending St. Andrew Catholic Elementary School and Notre Dame College.

Trustee Fr. Paul MacNeil arrived at the meeting at approximately 5:30 p.m.

Trustee Rhiannon Burkholder inquired about future development in the Port Robinson/Thorold area. James Woods stated that there is no future development in Port Robinson however large development is projected for the Monsignor Clancy/Allanport area in the next five (5) to ten (10) years allowing for the construction of a new school west of the canal.

John Crocco suggested that a community meeting be scheduled promptly to receive input from the Port Robinson families as recommendation should be in place before Junior and Senior Kindergarten Registration in February 2012. The Port Robinson community meeting was set for Wednesday, November 23, 2011 at 7:00 p.m. at Saint Michael Catholic High School. An Ad Hoc Attendance Area Review Committee recommendation meeting will be held on Monday, November 28, 2011 at 5:30 p.m. at the Catholic Education Centre to review the feedback from the community meeting. Invitations will be sent to all Port Robinson families affected by the attendance area review.

2. Boundaries for St. Andrew and St. Mary Catholic Elementary Schools

It had been suggested that the boundary for St. Andrew and St. Mary Catholic Elementary Schools be reviewed as St. Andrew Catholic Elementary School enrolment projection is increasing and St. Mary Catholic Elementary School has surplus spaces. The extension of the St. Mary Catholic Elementary School boundary would distribute enrolment. James Woods recommended that the boundaries for St. Andrew and St. Mary Catholic Elementary Schools remain unchanged as St. Andrew Catholic Elementary School can accommodate projected enrolment for the next ten (10) years.

6. Future Meetings:

1. Port Robinson Community Meeting-Wednesday, November 23, 2011 at Saint Michael Catholic High School.
2. AD HOC Attendance Area Review Committee Meeting-Monday, November 28, 2011 at the Catholic Education Centre.

7. Adjournment

Moved by Trustee Rhianon Burkholder

Seconded by Trustee Ted O'Leary

THAT the AD HOC Attendance Area Review Committee Meeting be adjourned.

This meeting was adjourned at 6:11 p.m.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
DECEMBER 20, 2011**

PUBLIC SESSION

**TOPIC: AD HOC ATTENDANCE AREA REVIEW COMMITTEE
MEETING - NOTRE DAME COLLEGE AND ASSOCIATED
ELEMENTARY SCHOOLS AREA, AND PORT ROBINSON**

APPROVED MINUTES OF NOVEMBER 23, 2011 MEETING

RECOMMENDATION

THAT the Niagara Catholic District School Board receive the Approved Minutes of the Ad Hoc Attendance Area Review Committee Meeting - Notre Dame College and Associated Elementary Schools Area, and Port Robinson of November 23, 2011.

Prepared by: Lee Ann Forsyth-Sells, Superintendent of Education
Presented by: Lee Ann Forsyth-Sells, Superintendent of Education
Approved by: John Crocco, Director of Education
Date: December 20, 2011



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APPROVED MINUTES

**AD HOC ATTENDANCE AREA REVIEW COMMITTEE MEETING
PORT ROBINSON AREA**

**November 23, 2011
7:00 P.M.**

**SAINT MICHAEL CATHOLIC HIGH SCHOOL
8699 MCLEOD ROAD, NIAGARA FALLS, ON L2E 6S5**

Minutes of Ad Hoc Attendance Area Review Committee Meeting for the Port Robinson Area at 7:00 p.m. at Saint Michael Catholic High School.

The meeting was called to order at 7:00 p.m. by Trustee, Chairperson Rhianon Burkholder.

A. ROUTINE MATTERS

1. Opening Prayer

The opening prayer was led by Trustee Fr. Paul MacNeil.

2. Roll Call

Committee Members		Present	Excused	Absent
Rhianon Burkholder	Trustee/Chair	✓		
Ted O’Leary	Trustee	✓		
Fr. Paul MacNeil	Trustee	✓		
John Crocco	Director of Education	✓		
Lee Ann Forsyth-Sells	Superintendent of Education	✓		
Mario Ciccarelli	Superintendent of Education	✓		
James Woods	Controller of Plant Services	✓		
Kathy Levinski	Manager of Plant Services	✓		
Yvonne Anderson	Recording Secretary	✓		

3. Approval of Agenda

Moved by Trustee Fr. Paul MacNeil

THAT the Agenda of the Ad Hoc Attendance Area Review Committee Meeting for the Port Robinson Area of November 23, 2011 at Saint Michael Catholic High School be approved as presented.

CARRIED

4. Declaration of Conflict of Interest

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

5. Approval of the Minutes of the Notre Dame College and Associated Elementary School Areas, and Port Robinson, Ad Hoc Attendance Area Review Committee Meeting of November 8, 2011

Moved by Trustee Ted O'Leary

THAT the Minutes for the Notre Dame College and Associated Elementary School Areas, and Port Robinson, Ad Hoc Attendance Area Review Committee Meeting of November 8, 2011 be approved as presented.

CARRIED

6. Welcome: Rhianon Burkholder, Trustee and Chair of the Ad Hoc Attendance Area Review Committee

- Rhianon Burkholder welcomed and thanked those in attendance from the Port Robinson community for their participation and their continued support of Catholic Education in the Niagara Catholic District School Board.

7. Introduction of Ad Hoc Attendance Area Review Committee: Rhianon Burkholder

- Rhianon Burkholder introduced the members of the Ad Hoc Attendance Area Review Committee.

8. Mandate of Terms of Reference of the Ad Hoc Attendance Area Review Committee: Rhianon Burkholder

- An overview of the mandate and terms of reference were presented.

9. Timeline of the Ad Hoc Committee Recommendations to the Board: Lee Ann Forsyth-Sells

- Overviews of the timelines of the Ad Hoc Committee recommendations to the Board were presented.

10. Presentation of Notre Dame College, and Associated Elementary Schools with the Port Robinson boundaries: James Woods, Controller of Plant Services

- James Woods, Controller of Plant Services presented a PowerPoint Presentation reviewing the Port Robinson boundaries and attendance areas. A copy of the presentation was made available to all in attendance at the meeting and is provided on the Board website under the Pupil Accommodation tab.

11. Questions, comments and recommendations from the community

- The following parents and guardians were in attendance from Port Robinson: Mr. and Mrs. Manse, Mrs. Jenkins, Mr. and Mrs. Sauriol, Mr. and Mrs. Bilon, Ms. Price and Mr. and Mrs. Balkwill.

- **Questions:**

1. **Why is the Port Robinson attendance area under review again?**

Port Robinson has two busses entering the same attendance area, one travelling north to St. Charles, Monsignor Clancy and Denis Morris Catholic High School and one travelling south to St. Andrew and Notre Dame College. The bus travelling north has some students who are out of boundary and thus not eligible for transportation as outlined in the Board Transportation Policy.

2. **Does it make a difference that we pay our taxes to, and vote for the Trustee in the Municipality of Thorold?**

Property taxes are public taxes and they are distributed throughout the Niagara Region. Although a Trustee is voted for in a specific municipality, all Trustees work collaboratively for the best interest of all students in the Niagara Catholic District School Board.

3. **When will the decision of the Port Robinson Attendance Area be made?**

The committee's recommendation will be made to the Committee of the Whole on January 17, 2012 for their consideration. If the Committee of the Whole approves the recommendation, including any modifications, it will be considered by the January 31, 2012 meeting of the Board. It is the Board that will make the final decision for the Port Robinson attendance area.

Parents and guardians are welcome to attend any of the upcoming public meetings and are invited to send correspondence or a request to delegate to the Board addressed to the Chair of the Board or John Crocco, Director of Education at the Catholic Education Centre. Correspondence received by January 9, 2012, will be provided to the Ad Hoc Attendance Area Review Committee Meeting.

4. **Once the decision has been made, will students have to change schools immediately, and will students be able to stay at their current schools if parents are willing to provide transportation.**

Any decision by the Board will take effect for September 2012. A process for accommodations and timeframes for current students will be reviewed and considered with the recommendation to the Committee of the Whole. Out of Boundary requests will be reviewed by the Superintendent of Education following the process in the Board.

Summary of comment presented to the Ad Hoc Committee by parents/guardians in attendance at the meeting.

• **Comments: Thorold**

- Port Robinson is part of the Thorold Community, taxes, election polling area and mailing addresses are in the Municipality of Thorold.
- The Port Robinson sign reads Port Robinson City of Thorold.
- There are emotional attachments to the school community, classmates, teachers, staff and extra-curricular activities.
- Actively participate in Thorold Community activities, i.e. hockey, soccer.
- School populations should be reviewed at each school.
- Extended, Intensive French only offered at Monsignor Clancy Catholic Elementary School and Denis Morris Catholic High School.
- Emergency contacts live in the Thorold area.
- Since we pay our taxes to the Catholic School Board, we should get what we want.

• **Comments: Welland**

- When families registered for JK/SK they were told that their attendance area was Welland.
- There are emotional attachments to the school community, classmates, teachers, staff and extra-curricular activities.
- Travelling time by bus transportation to Thorold.
- Thorold attendance area students have to attend three (3) different schools from JK to Grade 12 as opposed to attending two (2) schools if they stay within the Welland boundary.
- Would the boundaries be reviewed again in the near future?

- The Board may lose students to the public board due to lack of decision making.
- **Recommendations:**
 - Review transportation options.
 - Grandfather current students.
 - Approval of Out of Boundary Requests
 - Make a concrete boundary decision.

12. Future Meetings

- Upcoming Ad Hoc Attendance Area Review Committee Meetings have been set for November 28, 2011 and January 9, 2012.

13. Adjournment

Moved by Trustee Rhianon Burkholder

THAT the Ad Hoc Attendance Area Review Committee Meeting for the Port Robinson Community of November 23, 2011 at Saint Michael Catholic High School be adjourned.

CARRIED

This meeting was adjourned at 8:15 p.m.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
DECEMBER 20, 2011**

PUBLIC SESSION

**TOPIC: AD HOC ATTENDANCE AREA REVIEW COMMITTEE
MEETING - NOTRE DAME COLLEGE AND ASSOCIATED
ELEMENTARY SCHOOLS AREA, AND PORT ROBINSON**

UNAPPROVED MINUTES OF NOVEMBER 28, 2011 MEETING

RECOMMENDATION

THAT the Niagara Catholic District School Board receive the Unapproved Minutes of the Ad Hoc Attendance Area Review Committee Meeting - Notre Dame College and Associated Elementary Schools Area, and Port Robinson of November 28, 2011.

Prepared by: Lee Ann Forsyth-Sells, Superintendent of Education
Presented by: Lee Ann Forsyth-Sells, Superintendent of Education
Approved by: John Crocco, Director of Education
Date: December 20, 2011



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UNAPPROVED MINUTES

**AD HOC ATTENDANCE AREA REVIEW COMMITTEE MEETING
PORT ROBINSON AREA**

**November 28, 2011
5:30 P.M.**

**FATHER KENNETH BURNS BOARD ROOM
CATHOLIC EDUCATION CENTRE**

Minutes of Ad Hoc Attendance Area Review Committee Meeting for the Port Robinson Area of November 28, 2011 at 5:30 p.m. at the Catholic Education Centre.

The meeting was called to order at 5:35 p.m. by Trustee, Chairperson Rhianon Burkholder.

A. ROUTINE MATTERS

1. Opening Prayer

The opening prayer was led by Trustee Fr. Paul MacNeil.

2. Roll Call

Committee Members		Present	Excused	Absent
Rhianon Burkholder	Trustee/Chair	✓		
Ted O’Leary	Trustee	✓		
Fr. Paul MacNeil	Trustee	✓		
John Crocco	Director of Education	✓		
Lee Ann Forsyth-Sells	Superintendent of Education	✓		
Mario Ciccarelli	Superintendent of Education	✓		
James Woods	Controller of Plant Services	✓		
Kathy Levinski	Manager of Plant Services		✓	
Yvonne Anderson	Recording Secretary	✓		

3. Approval of Agenda

Moved by Trustee Fr. Paul MacNeil

THAT the Agenda of the Ad Hoc Attendance Area Review Committee Meeting for the Port Robinson Area of November 28, 2011 be approved as presented.

CARRIED

4. Declaration of Conflict of Interest

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

5. Approval of the Minutes Ad Hoc Attendance Area Review Committee Meeting Port Robinson Area of November 23, 2011.

Moved by Trustee Ted O'Leary

THAT the Minutes of the Ad Hoc Attendance Area Review Committee Meeting for the Port Robinson Area of November 23, 2011 be approved as presented.

CARRIED

B. DISCUSSION:

1. Consideration of the feedback from the Ad Hoc Attendance Area Review Committee Meeting for the Port Robinson Area of November 23, 2011.
 - The Niagara Catholic District School Board has not received any further correspondence or request for delegations to the Board from the Port Robinson community as of November 28, 2011.
 - Areas of consideration for review from the feedback of the Ad Hoc Attendance Area Review Committee Meeting for the Port Robinson Area of November 23, 2011:
 - i. Following the Mission Statement of the Niagara Catholic District School Board,
 - ii. Accountability to the community,
 - iii. Impact of changes,
 - iv. Extended and Intensive French Program,
 - v. Grandfathering current students, and
 - vi. Efficiency of Transportation.
2. Planning for January 9, 2012 Ad Hoc Attendance Area Review Committee Meeting.
 - As the Port Robinson community is a small community a parent/guardian survey will be mailed to the Port Robinson families by Wednesday, November 30, 2011, allowing them to provide further input by 12:00 p.m. on Monday, January 9, 2012.
 - Input from the surveys will be considered by the Board's Ad Hoc Attendance Area Review Committee on January 9, 2012.

C. OTHER BUSINESS

D. FUTURE MEETINGS

- The next meeting for the Ad Hoc Attendance Area Review Committee Port Robinson Area will be held on January 9, 2012 at 5:30 p.m. at the Catholic Education Centre.

E. ADJOURNMENT

Moved by Trustee Fr. Paul MacNeil

THAT the Ad Hoc Attendance Area Review Committee Meeting for the Port Robinson Area of November 28, 2011 be adjourned.

CARRIED

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

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
DECEMBER 20, 2011**

PUBLIC SESSION

TOPIC: DIRECTOR'S ANNUAL REPORT 2011

The Director's Annual Report 2011
is presented for information.

Prepared by: John Crocco, Director of Education
Presented by: John Crocco, Director of Education
Date: December 20, 2011



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO THE BOARD MEETING DECEMBER 20th, 2011

DIRECTOR'S ANNUAL REPORT 2011

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 twelve months. A copy of the annual report must be submitted yearly to the Minister of Education before January 31st.

For the 2011 Annual Director's Report, the Minister of Education provided Director's of Education with an outline of specific information to be included, at a minimum, in the Annual Report. The Niagara Catholic Director's Annual Report 2011 is once again presented in a new layout and contains all of the information as required by the Minister of Education.

It is expected that the Annual Report is posted on a Board's website with a link to the Ministry's website for access to the Director's Annual Report. Once the Board receives the Director's Annual Report 2011, it will be placed on the Niagara Catholic website at *niagaracatholic.ca* and linked to the Ministry's website.

In addition to these requirements, copies of the Niagara Catholic Director's Annual Report 2011 are provided to the Trustees of the Niagara Catholic District School Board along with the following individuals and / or organizations;

- Bishop Bergie and all Parish Priests in the Diocese of St. Catharines
- Principals, Vice-Principals and Managers
- Special Education Advisory Committee (SEAC)
- Niagara Catholic Parent Involvement Committee
- Niagara Catholic Alliance Committee
- Catholic School Council Chairs
- CUPE, OECTA Elementary and Secondary
- All Catholic School Boards in Ontario
- Other Catholic Partners (Institute for Catholic Education, OCSTA, CCSTA)
- Other Educational Institutions
- Municipal Libraries - Niagara Region

A copy of the Director's Annual Report 2011 will be provided to all Trustees at the December 20th, 2011 Board Meeting. Additional copies of the report can be obtained by contacting the Office of the Director of Education at the Catholic Education Centre.

The report on the Director's Annual Report 2011 is presented for information.

PREPARED BY: John Crocco, Director of Education

PRESENTED BY: John Crocco, Director of Education

DATE: December 20th, 2011

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
DECEMBER 20, 2011**

PUBLIC SESSION

**TOPIC: NIAGARA CATHOLIC EDUCATION AWARD OF
DISTINCTION 2012**

The report on the
Niagara Catholic Education Award of Distinction 2012
is presented for information.

Prepared by: Frank Iannantuono, Superintendent of Education – Human Resources
Presented by: Frank Iannantuono, Superintendent of Education – Human Resources
Approved by: John Crocco, Director of Education
Date: December 20, 2011



REPORT TO THE BOARD MEETING DECEMBER 20TH, 2011

NIAGARA CATHOLIC EDUCATION AWARD OF DISTINCTION 2012

BACKGROUND INFORMATION

On March 30th, 2004, the Niagara Catholic District School board established the Catholic Education Award of Distinction. In its inaugural year, the Niagara Catholic District School Board honoured the Religious Communities who pioneered Catholic Education in the Niagara Region.

The Selection Committee met on Wednesday, December 15th, 2011. The committee members consisted of:

Kathy Burtnik	Chairperson, Board of Trustees
Maurice Charbonneau	Vice-Chairperson, Board of Trustees
John Crocco	Director of Education
Frank Iannantuono	Superintendent of Education
Khayyam Syne	Secondary Principal
Victoria Wegelin	Elementary Principal
Sister Mary Kay Camp	Bishop's Designate

The Selection Committee reviewed and evaluated all nominations received by November 30th, 2011. The selection was conducted in accordance with the criteria outlined in the Policy and Guidelines. The Selection Committee is to be commended for its dedication and commitment to upholding the prestige and honour of the award. Four nominations were submitted and received this year.

The recipients for 2012 are:

- Father Denis Warburton
- Reverend Monsignor Clement Schwalm

The recipients, as well as the nominators, will be informed of the selection for this year's award.

The presentation of the award will be conducted at the Bishop's Gala on Friday, January 27th, 2012.

The Report for the Catholic Education Award of Distinction 2012
is presented for information.

Prepared by: Frank Iannantuono, Superintendent of Education

Presented by: Frank Iannantuono, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: December 20th, 2011

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
DECEMBER 20, 2011**

PUBLIC SESSION

TOPIC: REVISED BOARD BUDGET 2011-2012

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Report on the Revised Board Budget 2011-2012, as presented.

Prepared by: Senior Administrative Council
Presented by: John Crocco, Director of Education
Larry Reich, Superintendent of Business
Senior Administrative Council
Recommended by: John Crocco, Director of Education
Date: December 20, 2011



REPORT TO THE BOARD MEETING DECEMBER 20, 2011

REVISED BOARD BUDGET 2011-2012

BACKGROUND INFORMATION

On an annual basis, school boards are required to submit a Revised Budget for the current year to the Ministry of Education. The purpose of the Revised Budget is to give all school boards the opportunity to revise their budgets, taking into account up-to-date information relating to new enrolment projections and other data available at the current time.

In June 2011 the Board approved the Original Budget for the year 2011-2012 with a “deemed balanced budget” deficit amount of \$2,198,833, in order to continue to offer the existing excellent educational programs for all the students under its jurisdiction.

During the months of September, October and November 2011, the members of Senior Administrative Council worked diligently to prepare a Revised Budget for the year 2011-2012 for the consideration of the Board. They reviewed and updated the revenue and expenditures of the Board, based on new current information and based on the revenue and expenditures incurred in the previous year.

Based on the above-mentioned review, the original budget deficit was projected to increase to a new total potential deficit of \$6,857,679, as a result of significant increases in the cost of Employee Benefits, in the cost of employee absences, in the cost of additional classroom teachers and other expenditures.

Through a series of many lengthy meetings, the members of Senior Administrative Council analyzed all expenditures line by line and they identified revisions and deferral of expenditures, which would be required to reduce the potential deficit of \$6,857,679 to a “deemed balanced budget” deficit amount of \$1,579,207, without disruption of current educational programs. The Revised Budget for the year 2011-2012 will be “deemed to be balanced”, because the proposed deficit of \$1,579,207 is less than the allowable deficit of \$2,272,796, which is 1% of the total Revised Budget Revenue of the Board.

During the remainder of the current school year, the members of Senior Administrative Council will continue to identify opportunities for additional revenue as well as additional expenditure reductions, in an effort to reduce and possibly eliminate the above-mentioned potential deficit by the end of the school year.

It is important to note that the 2011-2012 Revised Budget was prepared in accordance with the Strategic Directions and Priority Indicators approved by the Board in June 2011.

In addition, we inform the Trustees that the proposed 2011-2012 Revised Budget is in compliance with the guidelines and regulations issued by the Ministry of Education, except for the Board Administration Envelope, which is overspent by a total of \$1,248,666. The Board may be required to submit to the

Ministry of Education a plan, which will eliminate the above-mentioned Board Administration over-expenditure.

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

APPENDIX A Analysis of Revenue, Expenditures & Key Budget Factors

APPENDIX B Analysis of Funding Allocations

APPENDIX C Analysis of Expenditures by Department

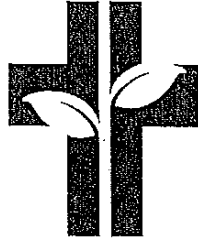
The Revised Budget Estimates for the year 2011-2012 will be submitted to the Ministry of Education on December 20, 2011. A full copy of the Revised Budget Forms for the year 2011-2012 is available for the review of the Trustees at their convenience.

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Report on the Revised Board Budget 2011-2012, as presented.

Prepared by: Senior Administrative Council
Presented by: John Crocco, Director of Education
 Larry Reich, Superintendent of Business
 Senior Administrative Council
Recommended by: John Crocco, Director of Education
Date: December 20, 2011

APPENDIX A



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REVISED BUDGET

Summary of Revenue & Expenditures and Key Budget Factors

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
2011-12 REVISED BUDGET

Total Budget Revenue & Expenditures

	Revised Budget 2011-12	Annual Budget 2011-12	Increase (Decrease) 2011-12	Comments
Budget Revenue				
Total Operating Funding & Other Rev.	235,835,004	232,602,501	3,232,503	
Total Capital Funding & Other Rev.	13,090,145	12,040,043	1,050,102	
Funds transferred from Accumulated Surplus	1,579,207	2,198,833	(619,625)	
Total Budget Revenue	250,504,356	246,841,376	3,662,980	

Budget Expenditures

Total Operating Expenditures	236,779,603	233,494,059	3,285,544	
Total Capital & Other Expenditures	13,724,753	13,347,317	377,436	
Amount Required to Balance	0	0	-	
Total Budget Expenditures	250,504,356	246,841,376	3,662,980	
Total Budget Surplus (Deficit)	0	0	0	

A1

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
2011-12 REVISED BUDGET**

Projected Student Enrolment

	Revised Budget 2011-12	Annual Budget 2011-12	Increase (Decrease) 2011-12	Comments
Elementary Enrolment - ADE	14,043	14,056	(13)	The ADE enrolment is projected to decrease
Secondary Enrolment - ADE	7,965	7,860	105	The ADE enrolment is projected to increase
Total Board Enrolment - ADE	22,008	21,916	92	
Adult & Continuing Education - ADE	702	633	69	The ADE enrolment is projected to increase
Summer School Enrolment - ADE	119	123	(4)	The ADE enrolment is projected to decrease
Adult Non-Credit ESL Programs - ADE	496	487	9	The ADE enrolment is projected to increase
Total Adult & Cont. Ed. Enrolment - ADE	1,317	1,243	74	

Average Daily Enrolment (ADE) continues to be a major factor in the calculation of the Funding Allocations for all school boards.

Under the Regulations, the calculation of Average Daily Enrolment for the school year is to be based on the number of students enrolled in our schools on two specific dates: OCTOBER 31 and MARCH 31.
 - The number of students enrolled on those dates is to be weighted at 50% for each date.
 - The number of students enrolled in JK & SK is to be counted as half-time.

ADE for Adult & Continuing Education programs is to be calculated using the same methods and parameters, as outlined in the regulations, as in prior years.

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**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
2011-12 REVISED BUDGET**

Projected School Staffing

	Revised Budget 2011-12	Annual Budget 2011-12	Increase (Decrease) 2011-12	Comments
Total Elementary School Teachers	908	906	2	Increase is mainly due to changes in enrolment and programs mandated by the Ministry
Total Secondary School Teachers	537	532	5	Increase is mainly due to changes in enrolment and programs mandated by the Ministry
Total Board School Teachers	1,445	1,438	7	

Average Class Size - Elementary

23.5 : 1 23.5 : 1

Under the Regulations,

- The Maximum Average Class Size for JK, SK and Grades 1, 2 & 3 is 20 : 1.
- and the Maximum Average Class Size for Grades 4 to 8 is expected to decrease to 24.5:1 by the year 2011-12.

Average Class Size - Secondary

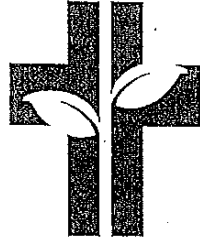
22.0 : 1 22.0 : 1

Under the Regulations,

- Under the Regulations, the Maximum Average Class Size for all Secondary School Grades is 21 : 1.
- However, school boards may adjust the Maximum Average Class Size up to 22 : 1
- The Board has approved a special motion to increase the Maximum Average Class Size up to 22: 1.

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APPENDIX B



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REVISED BUDGET

Analysis of Funding Allocations

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
2011-12 REVISED BUDGET

Analysis of Funding Allocations & Budget Restrictions
Budget Revenue

	Revised Budget 2011-12	Annual Budget 2011-12	Increase (Decrease) 2011-12	Comments on Major Changes
Education Taxes	47,055,392	47,864,485	(809,093)	
Education Grants	193,406,886	188,845,261	4,561,625	
Total Funding Allocations	240,462,278	236,709,745	3,752,532	For details relating to changes in funding allocations, see page 4
Adult & Cont. Education Other Revenue	3,429,128	3,429,128	-	
Other Operating Grants (EPO)	3,585,071	3,385,071	200,000	Increase is mainly due to additional EPO grants from Ministry of Ed.
Other Miscellaneous Revenue	738,942	408,871	330,071	Increase is mainly due to additional revenue sources
Tuition Fees - Elementary & Secondary	709,730	709,730	-	
Funds transferred from Accumulated Surplus	1,579,207	2,198,833	(619,625)	Decrease is mainly due to changes in unfunded expenses
Total Budget Revenue	250,504,356	246,841,376	3,662,980	

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NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
2011-12 REVISED BUDGET

Analysis of Funding Allocations & Budget Restrictions
Budget Expenditures

	Revised Budget 2011-12	Annual Budget 2011-12	Increase (Decrease) 2011-12	Comments on Major Changes
Salary & Wages	179,693,770	178,536,162	1,157,608	Increase is mainly due to salary increases due to Experience & Contracts and to additional staff required for educational programs
Employee Benefits	26,417,842	24,917,797	1,500,045	Increase is mainly due to changes in benefit rates & staff deployment
Professional Development	665,500	676,974	(11,474)	Decrease is mainly due to changes in professional development costs
Supplies & Services	16,423,677	16,645,197	(221,520)	Decrease is mainly due to changes in the purchase of supplies & services
Furniture & Equipment	1,242,458	493,701	748,757	Increase is mainly due to changes in the capitalization of equipment
Facility Renewal	733,750	733,750	-	
Depreciation & Amortization	8,343,293	8,000,181	343,112	Increase is mainly due to changes in the capital assets
Interest on Capital Debt	4,530,224	4,495,899	34,325	Increase is mainly due to changes in debentures
Rentals & Leases	450,000	450,000	-	
Fees & Contracts	11,811,355	11,699,228	112,127	Increase is mainly due to changes in transportation routes & contracts
Other Expenditures	192,487	192,487	-	
	(0)			
Total Budget Expenditures	250,504,356	246,841,576	3,662,980	

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NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
2011-12 REVISED BUDGET

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Analysis of Funding Allocations & Budget Restrictions
Education Taxes

	Revised Budget 2011-12	Annual Budget 2011-12	Increase (Decrease) 2011-12	Comments on Major Changes
Share of Taxes for September to December				
38% of Residential & Farm Taxes	6,296,886	6,259,657	37,229	
38% of Industrial & Commercial Taxes	11,463,466	11,720,252	(256,787)	
38% of Payments In Lieu Of Taxes	14,346	21,740	(7,394)	
Subtotal	17,774,697	18,001,650	(226,952)	
Share of Taxes for January to August				
62% of Residential & Farm Taxes	10,376,605	10,315,256	61,349	
62% of Industrial & Commercial Taxes	18,890,585	19,313,742	(423,157)	
62% of Payments In Lieu Of Taxes	23,406	35,471	(12,065)	
Subtotal	29,290,596	29,664,469	(373,873)	
Add: Estimated Supplementary Taxes	1,539,176	1,353,208	185,968	
Less: Estimated Tax Write-Offs	1,259,301	861,485	397,816	
Total Education Taxes for the School Year	47,055,392	47,864,485	(809,093)	No significant change in this area

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
2011-12 REVISED BUDGET

B4

Analysis of Funding Allocations & Budget Restrictions
Education Grants - Funding Allocations

	Revised Budget 2011-12	Annual Budget 2011-12	Increase (Decrease) 2011-12	Comments on Major Changes
Foundation Grants				
Pupil Foundation Grants	115,795,272	115,265,316	529,956	Increase is mainly due to changes in enrolment and funding rates
School Foundation Grants	16,632,926	16,608,647	24,279	Increase is mainly due to changes in enrolment and funding rates
Subtotal - Foundation Grants	132,428,198	131,873,963	554,235	
Special Purpose Grants				
Special Education	27,317,405	27,276,478	40,927	Increase is mainly due to changes in enrolment and funding rates
Language - ESL & FSL	3,800,089	3,755,689	44,398	Increase is mainly due to changes in enrolment and funding rates
Geographic & Small Schools	0	0	-	
Learning Opportunities	3,438,974	3,422,706	16,268	Increase is mainly due to changes in enrolment and funding rates
Adult Education	2,413,607	2,604,381	(190,774)	Decrease is mainly due to changes in enrolment
Teacher Compensation	17,398,226	17,419,035	(20,809)	Decrease is mainly due to changes in teacher grid placements
Transportation	10,710,933	10,679,214	31,720	Increase is mainly due to changes in enrolment and funding rates
Board Administration	6,143,241	6,121,173	22,068	Increase is mainly due to changes in enrolment and funding rates
School Operations	21,409,021	21,431,223	(22,202)	Decrease is mainly due to changes in enrolment and funding rates
Declining Enrolment	1,086,902	1,197,184	(110,282)	Decrease is mainly due to changes in enrolment and funding rates
Program Enhancement	579,000	579,000	-	
First Nation Supplemental	242,775	241,872	903	Increase is mainly due to changes in enrolment and funding rates
Safe Schools	403,763	401,678	2,085	Increase is mainly due to changes in enrolment and funding rates
Non-Operating Expenditures	117,487	117,487	-	
Subtotal - Special Purpose Grants	95,061,422	95,247,120	(185,698)	
Subtotal - Total Operating Grants	227,489,620	227,121,083	368,537	
Less: Minor TCA & Other Adjustments	-	(2,721,291)	2,721,291	Increase is mainly due to deferral of computer & equipment purchases
	227,489,620	224,399,792	3,089,828	
Capital Grants				
School Facilities Renewal	733,750	733,750	-	
Interest on Capital Debt	4,530,224	4,356,850	173,374	Increase is mainly due to changes in debentures
Depreciation & Amortization	7,708,684	7,219,354	489,330	Increase is mainly due to changes in the capital assets
Other Capital Expenditures	0	0	-	
Subtotal - Capital Grants	12,972,658	12,309,954	662,704.0	
Total Funding Allocations	240,462,278	236,709,746	3,752,532	

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
2011-12 REVISED BUDGET

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Analysis of Funding Allocations & Budget Restrictions
Funding Lines - Net Revenue & Net Expenditures

	REVISED BUDGET 2011-12			ANNUAL BUDGET 2011-12		
	Net Revenue 2011-12	Net Expenditures 2011-12	Variance 2011-12	Net Revenue 2011-12	Net Expenditures 2011-12	Variance 2011-12
Classroom						
Classroom Teachers	128,954,031	130,043,209	(1,089,178)	128,154,604	128,954,244	(799,641)
Occasional / Supply Teachers	2,706,310	4,760,146	(2,053,836)	2,699,342	4,163,072	(1,463,730)
Educational Assistants & Early Childhood Educators	15,995,289	17,053,982	(1,058,693)	16,240,682	17,171,914	(931,232)
Textbooks, Learning Materials & Equip.	6,146,881	6,200,037	(53,156)	5,900,966	6,730,146	(829,180)
Classroom Computers	1,045,615	922,211	123,404	1,069,567	788,981	280,586
Professionals & Paraprofessionals	6,702,021	5,240,219	1,461,802	6,609,656	5,280,692	1,328,964
Library & Guidance	4,846,084	4,882,536	(36,453)	4,829,127	4,723,485	105,642
Staff Development	410,585	238,431	172,154	538,663	237,935	300,727
Program Chairs	376,435	373,615	2,820	371,461	373,630	(2,169)
Adjustment for Minor Tangible Capital Assets	0	0	-	(2,721,291)	-	(2,721,291)
	167,183,251	169,714,388	(2,531,137)	163,692,777	168,424,100	(4,731,324)
Non-Classroom						
Principals, Vice-Principals	10,825,807	10,352,439	473,368	10,831,503	10,318,813	512,691
School Office Administration	6,084,342	5,149,937	934,405	6,075,997	4,843,384	1,232,613
Coordinators & Consultants	1,624,117	1,694,488	(70,371)	1,636,769	1,692,907	(56,138)
Board Administration	6,272,238	7,585,825	(1,313,587)	6,261,198	7,333,014	(1,071,816)
Operations & Maintenance - Schools	21,796,012	21,014,810	781,202	21,851,297	20,265,927	1,585,370
Continuing Education, Summer School	2,848,403	2,702,005	146,398	3,024,093	2,531,910	492,183
Pupil Transportation	10,737,963	10,102,840	635,123	10,709,622	10,151,206	558,416
	60,188,882	58,602,344	1,586,538	60,390,479	57,137,161	3,253,319
	227,372,133	228,316,732	(944,599)	224,083,256	225,561,260	(1,478,005)
Capital & Other						
School Facilities Renewal	733,750	733,750	-	733,750	733,750	-
Interest on Capital Debt	4,530,224	4,530,224	-	4,555,899	4,495,899	60,000
Depreciation & Amortization	7,708,684	8,343,292	(634,608)	7,219,353	8,000,181	(780,828)
Non-Operating Expenditures	117,487	117,487	-	117,487	117,487	-
	13,090,145	13,724,753	(634,608)	12,626,489	13,347,317	(720,828)
Total	240,462,278	242,041,485	(1,579,207)	236,709,746	238,908,577	(2,198,833)

(0)

Analysis of Funding Allocations & Budget Restrictions
Budget Restrictions on Special Education Funding Envelope

	Revised Budget 2011-12	Annual Budget 2011-12	Comments on Major Changes
Special Education Funding Allocations			
SEPPA Grants - Elementary JK-3	5,585,622	5,585,622	
SEPPA Grants - Elementary 4-8	5,808,632	5,808,632	
SEPPA Grants - Secondary 9-12	3,735,386	3,735,386	
Approved Specialized Equipment - Elementary	398,287	398,287	
Approved Specialized Equipment - Secondary	216,799	216,799	
High Needs Amount (HNA) - Elementary	8,019,080	8,019,080	
High Needs Amount (HNA) - Secondary	2,463,116	2,463,116	
Measures of Variability Amount (MOV) - Elementary	500,000	500,000	
Measures of Variability Amount (MOV) - Secondary	315,107	315,107	
Section 23 Education Programs	86,237	86,237	
Behavioural Expertise	144,980	144,980	
Other Revenue	3,232	3,232	
	<u>27,276,478</u>	<u>27,276,478</u>	
Special Education Expenditures			
Classroom Teachers	7,851,877	7,820,666	
Occasional / Supply Teachers	116,783	112,263	
Educational Assistants	15,184,798	15,401,445	
Textbooks, Learning Materials, Classroom Supplies	960,000	560,000	
Classroom Computers & Networks	-	-	
Professionals, Paraprofessionals & Team Teachers	3,730,938	3,852,989	
Library & Guidance	-	-	
Staff Development	10,000	10,000	
Coordinators	300,880	300,880	
	<u>28,155,276</u>	<u>28,058,243</u>	
Total Expenditures for Special Education			
Add (Less) Revenue & Adjustments for Special Ed.	(483,775)	(483,775)	
Total Special Education Net Expenditures	<u>27,671,501</u>	<u>27,574,468</u>	
Unspent (Overspent) Special Education Funding Allocations	<u>(395,023)</u>	<u>(297,990)</u>	

Note: Unspent Funding Allocations must be placed in the Special Education Reserve Fund

The Board is in compliance with the regulations because it spends more than the funding allocation

B6

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
2011-12 REVISED BUDGET**

**Analysis of Funding Allocations & Budget Restrictions
Budget Restrictions on Board Administration Funding Envelope**

	Revised Budget 2011-12	Annual Budget 2011-12	
Board Administration Funding Allocation			
Total Funding Allocation for Board Administration	6,337,159	6,326,119	
Add: Additional Funding Allocations	0	0	
Less: Other Adjustments	0	0	
	<u>6,337,159</u>	<u>6,326,119</u>	
Board Administration Expenditures			
Net Expenditures relating to Board Administration	8,010,825	7,558,014	
Add: Net strike savings attributable to Administration	0	0	
Less: Transfer from Reserve Funds	0	0	
Less: Other Revenue Attributable to Administration	(425,000)	(225,000)	
Less: Other Adjustments	0	0	
	<u>7,585,825</u>	<u>7,333,014</u>	
	<u>(1,248,666)</u>	<u>(1,006,895)</u>	

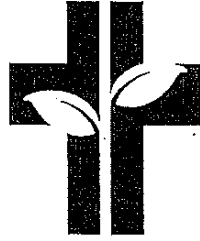
Unspent (Overspent) Board Admin. Funding

Note: If the Funding Allocation is overspent, then the Board may have to submit a plan to reduce the expenditures within two years.

The Board is not in compliance and may have to submit a plan to reduce the overexpenditure within two years.

B7

APPENDIX C



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REVISED BUDGET

Analysis of Expenditures by Department

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
2011-12 REVISED BUDGET**

**Analysis of Expenditures by Department
Total Board Expenditures**

	Revised Budget 2011-12	Annual Budget 2011-12	Increase (Decrease)	Comments on Major Changes
Operating Expenditures				
Board Administration	8,010,824	7,558,014	452,810	See comments on page 2
Elementary Schools	122,343,044	120,346,226	1,996,818	See comments on page 3
Secondary Schools	68,803,010	68,787,707	15,303	See comments on page 4
Adult & Continuing Education	6,131,132	5,961,037	170,095	See comments on page 5
Plant Operations	18,577,907	18,050,476	527,431	See comments on page 6
Plant Maintenance	2,810,845	2,659,393	171,452	See comments on page 7
Student Transportation	10,102,840	10,151,206	(48,366)	See comments on page 8
	<u>236,779,602</u>	<u>233,494,059</u>	<u>3,285,543</u>	
Capital & Other Expenditures				
Facility Renewal	733,750	733,750	0	See comments on page 10
Interest on Capital Debt	4,530,224	4,495,899	34,325	See comments on page 11
Depreciation & Amortization	8,343,292	8,000,181	343,111	See comments on page 12
Non-Operating Expenditures	117,487	117,487	0	See comments on page 13
	<u>13,724,753</u>	<u>14,347,317</u>	<u>377,436</u>	
Total Board Operating Expenditures	<u>250,504,355</u>	<u>246,841,376</u>	<u>3,662,979</u>	

21

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
2011-12 REVISED BUDGET

Analysis of Expenditures by Department
Board Administration Expenditures

	Revised Budget 2011-12	Annual Budget 2011-12	Increase (Decrease)	Comments on Major Changes
Salary & Wages	4,942,461	4,836,110	106,351	Increase is mainly due to changes in staff deployment and contracts
Employee Benefits	998,363	941,904	56,459	and to additional temporary staff required by departments Increase is mainly due to changes in benefit rates & staff deployment
Professional Development	90,000	90,000	0	
Supplies & Services General Administration	127,500	127,500	0	
Business Administration	862,500	867,500	(5,000)	
Program Administration	0	0	0	
Computers	125,000	0	125,000	
Furniture & Equipment	30,000	10,000	20,000	
Fees & Contracts	835,000	685,000	150,000	
Total Administration Expenditures	8,010,824	7,558,014	452,810	

C2

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
2011-12 REVISED BUDGET

Analysis of Expenditures by Department
Elementary School Expenditures

	Revised Budget 2011-12	Annual Budget 2011-12	Increase (Decrease)	Comments on Major Changes
Salary & Wages	102,941,517	102,070,549	870,968	Increase is mainly due to changes in staff deployment and contracts
Employee Benefits	14,416,440	13,568,671	847,769	and to staff increases required by ELP & other Programs Increase is mainly due to changes in benefit rates & staff deployment
Professional Development	430,000	430,000	0	
Supplies & Services	1,490,196	1,490,196	0	
School Instruction Budgets				
Central Instruction Budgets	1,125,000	1,355,000	(230,000)	Decrease is mainly due to changes in the purchase of central supplies & materials
Central Other Budgets	605,000	605,000	0	
Computers	688,103	480,022	208,081	Increase is mainly due to changes in the purchase of classroom computers
Furniture & Equipment	646,788	346,788	300,000	Increase is mainly due to changes in the purchase of classroom equipment
Fees & Contracts	0	0	0	
Total Elementary School Expenditures	122,343,044	120,346,226	1,996,818	

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NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
2011-12 REVISED BUDGET

Analysis of Expenditures by Department
Secondary School Expenditures

	Revised Budget 2011-12	Annual Budget 2011-12	Increase (Decrease)	Comments on Major Changes
Salary & Wages	57,297,413	57,296,953	460	Increase is mainly due to changes in staff deployment and contracts
Employee Benefits	7,534,993	7,120,150	414,843	Increase is mainly due to changes in benefit rates & staff deployment
Professional Development	120,000	120,000	0	
Supplies & Services	1,401,631	1,401,631	0	
School Instruction Budgets	1,685,000	2,085,000	(400,000)	Decrease is mainly due to changes in the purchase of central supplies & materials
Central Instruction Budgets	276,000	276,000	0	
Computers	313,060	313,060	0	
Furniture & Equipment	102,913	102,913	0	
Fees & Contracts	72,000	72,000	0	
Total Secondary School Expenditures	68,803,010	68,787,707	15,303	

C4

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
2011-12 REVISED BUDGET

Analysis of Expenditures by Department
Adult & Continuing Education Expenditures

	Revised Budget 2011-12	Annual Budget 2011-12	Increase (Decrease)	Comments on Major Changes
Salary & Wages	4,498,573	4,289,487	209,086	Increase is mainly due to changes in staff deployment and contracts
Employee Benefits	692,487	649,269	43,218	Increase is mainly due to changes in benefit rates & staff deployment
Professional Development	8,000	17,000	(9,000)	Decrease is mainly due to changes in professional development programs
Supplies & Services				
School Instruction Budgets	925,072	968,281	(43,209)	Decrease is mainly due to changes in the purchase of learning materials
Central Instruction Budgets	0	0	0	
Central Other Budgets	0	0	0	
Computers	4,000	34,000	(30,000)	Decrease is mainly due to changes in the purchase of computers
Furniture & Equipment	0	0	0	
Fees & Contracts	3,000	3,000	0	
Total Adult & Cont. Ed. Expenses	6,131,132	5,961,037	170,095	

C5

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
2011-12 REVISED BUDGET

Analysis of Expenditures by Department
Plant Operations Expenditures

	Revised Budget 2011-12	Annual Budget 2011-12	Increase (Decrease)	Comments on Major Changes
Salary & Wages	8,441,897	8,655,359	(213,462)	Decrease is mainly due to changes in the staff deployment & replacements
Employee Benefits	2,377,009	2,299,117	77,893	Increase is mainly due to changes in benefit rates & staff deployment
Professional Development	10,000	10,000	(0)	
Supplies & Services	4,600,000	4,000,000	600,000	Increase is mainly due to a higher estimate of utility costs
Utilities	1,112,500	1,112,500	(0)	
Cleaning & Operating	950,000	1,000,000	(50,000)	Decrease is due mainly to a revision of the cost of snow removal
Sites & Grounds Maintenance	1,500	1,500	0	
Computers	525,000	412,000	113,000	Increase is mainly due to changes in capitalization of operating equipment
Furniture & Equipment	560,000	560,000	0	
Fees & Contracts				
Total Plant Operations Expenditures	18,577,907	18,050,476	527,431	

C6

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
2011-12 REVISED BUDGET

Analysis of Expenditures by Department
Plant Maintenance Expenditures

	Revised Budget 2011-12	Annual Budget 2011-12	Increase (Decrease)	Comments on Major Changes
Salary & Wages	1,321,110	1,186,110	135,000	Increase is mainly due to changes in staff deployment & contracts
Employee Benefits	331,734	295,283	36,452	Increase is mainly due to changes in benefit rates & staff deployment
Professional Development	7,500	7,500	0	
Supplies & Services Department Operation	159,000	159,000	(0)	
Mechanical & Electrical	475,000	475,000	0	
Building Maintenance	405,000	405,000	(0)	
Computers	1,500	1,500	0	
Furniture & Equipment	35,000	35,000	0	
Fees & Contracts	75,000	75,000	(0)	
Total Plant Maintenance Expenditures	2,810,845	2,639,393	171,452	

G7

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
2011-12 REVISED BUDGET**

**Analysis of Expenditures by Department
Student Transportation Expenditures**

	Revised Budget 2011-12	Annual Budget 2011-12	Increase (Decrease)	Comments on Major Changes
Salary & Wages	250,798	281,594	(30,796)	Decrease is mainly due to changes in the deployment of staff
Employee Benefits	66,815	43,402	23,413	Increase is mainly due to changes in benefit rates & staff deployment
Professional Development	0	2,474	(2,474)	Decrease is mainly due to changes in professional development programs
Supplies & Services	74,278	87,589	(13,311)	Decrease is mainly due to changes in the purchase of operating supplies
Computers	12,675	0	12,675	Increase is mainly due to changes in the purchase of computer equipment
Furniture & Equipment	0	0	0	
Fees & Contracts	8,760,051	8,824,885	(64,834)	Decrease is mainly due to changes in transportation routes & contracts
Bus Transportation	180,145	153,184	26,961	Increase is mainly due to changes in transportation routes & contracts
Taxi & Minivan	758,078	758,078	0	
Other Transportation				
Total Student Transportation Exp.	10,102,840	10,151,206	(48,366)	

C8

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
2011-12 REVISED BUDGET

Analysis of Expenditures by Department
School Facilities Renewal Expenditures

	Revised Budget 2011-12	Annual Budget 2011-12	Increase (Decrease)	Comments on Major Changes
School Facilities Renewal Expenses	733,750	733,750	0	No significant changes in this envelope

C9

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
2011-12 REVISED BUDGET

Analysis of Expenditures by Department
Interest on Capital Debt

	Revised Budget 2011-12	Annual Budget 2011-12	Increase (Decrease)	Comments on Major Changes
Interest on Long Term Debentures	4,530,224	4,495,899	34,325	
Interest on Short Term Capital Loans	0	0	0	
Total Interest on Capital Debt	4,530,224	4,495,899	34,325	

C10

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
2011-12 REVISED BUDGET

Analysis of Expenditures by Department
Annual Depreciation Expenditure

	Revised Budget 2011-12	Annual Budget 2011-12	Increase (Decrease)	Comments on Major Changes
Annual Depreciation	8,343,292	8,000,181	343,111	
Total Annual Depreciation Exp.	8,343,292	8,000,181	343,111	No significant changes in this envelope

C11

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
2011-12 REVISED BUDGET

Analysis of Expenditures by Department
Non-Operating Expenditures

	Revised Budget 2011-12	Annual Budget 2011-12	Increase (Decrease)	Comments on Major Changes
Other Non-Operating Expenditures	117,487	117,487	0	
Total Non-Operating Exp.	117,487	117,487	0	No significant changes in this envelope

C12

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
2011-12 REVISED BUDGET

Analysis of Expenditures by Department
Provision for Contingencies

	Revised Budget 2011-12	Annual Budget 2011-12	Increase (Decrease)	Comments on Major Changes
Provision for Contingencies for this year	0	0	0	
Total Provision for Contingencies	0	0	0	No significant changes in this envelope

C13

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
DECEMBER 20, 2011**

PUBLIC SESSION

**TOPIC: FINANCIAL REPORTS
MONTHLY BANKING TRANSACTIONS
SEPTEMBER, OCTOBER & NOVEMBER 2011**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the report on the Monthly Banking Transactions for the months of September, October & November 2011, as presented.

Prepared by: Larry Reich, Superintendent of Business and Financial Services
Presented by: Larry Reich, Superintendent of Business and Financial Services
Recommended by: John Crocco, Director of Education
Date: December 20, 2011



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

**REPORT TO THE BOARD
DECEMBER 20, 2011**

**MONTHLY BANKING TRANSACTIONS
FOR THE MONTHS OF SEPTEMBER, OCTOBER & NOVEMBER, 2011**

BACKGROUND INFORMATION

In accordance with the Monthly Financial Reports Policy Statement, we are pleased to enclose the Monthly Banking Transactions for the Niagara Catholic District School Board for the months of September, October and November as follows:

Sept. 2011 Appendix A
Oct. 2011 Appendix B
Nov. 2011 Appendix C

As required by the Policy, a monthly list of payments is available in the Holy Cross Community Room for the TRUSTEES to review at their convenience.

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Report on the Monthly Banking Transactions for the months of September, October and November 2011 as presented.

Prepared by: Larry Reich, Superintendent of Business & Financial Services
Presented by: Larry Reich, Superintendent of Business & Financial Services
Recommended by: John Crocco, Director of Education
Date: December 20, 2011

Appendix A

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD REPORT ON BANKING TRANSACTIONS	
SUMMARY OF BANK TRANSACTIONS FOR THE MONTH OF:	SEPTEMBER, 2011
DESCRIPTION OF ITEMS	BANK ACCOUNT
CASH BALANCE AT BEGINNING OF MONTH	(A) 21,919,886
OPERATING CASH RECEIPTS FOR THE MONTH	
1. GENERAL LEGISLATIVE GRANTS	24,089,042
2. OTHER GRANTS (EPO, O.E.Y.C.)	3,374,747
3. INTEREST REVENUE	25,037
4. MUNICIPAL TAXES	11,600,112
5. TUITION FEES REVENUE - A.C.E. & OTHER	844,407
6. CHARITABLE DONATIONS	130
7. GOVERNMENT REBATES (GST 68% REBATE ON TAXABLE PURCHASES)	303,815
8. RECOVERY OF COSTS (LTD, WCB, BENEFITS, OTHER REIMBURSEMENTS))	451,812
9. OTHER CASH RECEIPTS	
- Reimbursements of Employee Benefits	4,083
- Green Shield Refund	0
- Other	0
10. PROCEEDS FROM DEBENTURE ISSUE (NET)	0
11. CAPITAL LOAN PRINCIPAL ADVANCES	0
TOTAL OPERATING CASH RECEIPTS AND LOAN ADVANCE	(B) 40,693,165
OPERATING CASH DISBURSEMENTS FOR THE MONTH	
1. ACCOUNTS PAYABLE (NET OF CANCELLED CHEQUES AND DEBT REPAYMENTS)	(20,751,792)
2. TEACHER PENSION DEDUCTIONS	(1,677,185)
3. O.M.E.R.S. PENSION DEDUCTIONS	(179,132)
4. CANADA SAVINGS BONDS DEDUCTIONS	(148,602)
5. TRANSFER TO 4 OVER 5 TRUST ACCOUNTS	(110,565)
6. OTHER DEBITS	(38,938)
7. TRANSFER TO SINKING FUNDS	0
8. INTEREST PAYMENTS ON CAPITAL DEBT	(1,269,280)
9. PRINCIPAL PAYMENTS ON CAPITAL DEBT	(614,607)
TOTAL OPERATING CASH DISBURSEMENTS	(C) (24,790,101)
CASH BALANCE AT END OF MONTH	A + B - C = D (D) 37,822,950

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD REPORT ON LOAN BALANCES				
SUMMARY OF LOAN BALANCES AS AT :	SEPTEMBER, 2011			
The Debentures & Capital Loans are made up as follows:				
Loan Description	Opening Balance	Loan Advances	Loan Repayments	Ending Balance
1. OFA - GPL1 Loan 25 YR.	(12,491,024.16)			(12,491,024.16)
2. OFA - GPL2 Loan 25 YR.	(9,653,773.73)			(9,653,773.73)
3. OFA - GPL3 Loan 25 YR.	(4,482,838.60)			(4,482,838.60)
4. OFA - PTR - Completed 2010/11	(8,177,838.00)			(8,177,838.00)
5. OFA - 2001-A1 Debenture	0.00			0.00
6. Debenture (Niagara Region)	(1,829,000.00)			(1,829,000.00)
7. Debenture (Niagara Region)	(2,750,000.00)			(2,750,000.00)
8. Capital Projects - Completed 2001	(20,179,853.48)		273,233.89	(19,906,619.59)
9. Capital Projects - Completed 2002/03	(21,362,296.61)		341,372.66	(21,020,925.95)
10. Capital Projects - Completed 2004/05	(8,798,599.89)			(8,798,599.89)
11. Capital Projects - Completed 2005/06	(7,694,988.54)			(7,694,988.54)
Total Debentures & Capital Loans	(97,420,215.01)	0.00	614,606.55	(96,805,608.46)

PREPARED BY : William Tumath
PRESENTED BY: Larry Relch

Appendix B

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD REPORT ON BANKING TRANSACTIONS		
SUMMARY OF BANK TRANSACTIONS FOR THE MONTH OF:		OCTOBER, 2011
DESCRIPTION OF ITEMS		BANK ACCOUNT
CASH BALANCE AT BEGINNING OF MONTH	(A)	37,822,950
OPERATING CASH RECEIPTS FOR THE MONTH		
1. GENERAL LEGISLATIVE GRANTS		16,212,318
2. OTHER GRANTS (EPO, O.E.Y.C.)		1,093,210
3. INTEREST REVENUE		24,305
4. MUNICIPAL TAXES		0
5. TUITION FEES REVENUE - A.C.E. & OTHER		724,064
6. SALE OF LAND (Re: Thomas Centre)		3,653
7. GOVERNMENT REBATES (GST 68% REBATE ON TAXABLE PURCHASES)		1,234,653
8. RECOVERY OF COSTS (LTD, WCB, BENEFITS, OTHER REIMBURSEMENTS))		173,530
9. OTHER CASH RECEIPTS		
- Reimbursements of Employee Benefits		439
- Green Shield Refund		0
- Other		0
10. PROCEEDS FROM DEBENTURE ISSUE (NET)		0
11. O.F.A. LOAN PRINCIPAL ADVANCES		2,409,181
TOTAL OPERATING CASH RECEIPTS AND LOAN ADVANCE	(B)	21,876,352
OPERATING CASH DISBURSEMENTS FOR THE MONTH		
1. ACCOUNTS PAYABLE (NET OF CANCELLED CHEQUES AND DEBT REPAYMENTS)		(19,239,765)
2. TEACHER PENSION DEDUCTIONS		(1,260,848)
3. O.M.E.R.S. PENSION DEDUCTIONS		(407,143)
4. CANADA SAVINGS BONDS DEDUCTIONS		(120,995)
5. TRANSFER TO 4 OVER 5 TRUST ACCOUNTS		(74,284)
6. OTHER DEBITS		(67,417)
7. TRANSFER TO SINKING FUNDS		(329,046)
8. INTEREST PAYMENTS ON CAPITAL DEBT		(323,692)
9. PRINCIPAL PAYMENTS ON CAPITAL DEBT		(6,252,117)
TOTAL OPERATING CASH DISBURSEMENTS	(C)	(28,075,306)
CASH BALANCE AT END OF MONTH	A + B - C = D	(D) 31,622,996

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD REPORT ON LOAN BALANCES				
SUMMARY OF LOAN BALANCES AS AT : OCTOBER, 2011				
The Debentures & Capital Loans are made up as follows:				
Loan Description	Opening Balance	Loan Advances	Loan Repayments	Ending Balance
1. OFA - GPL1 Loan 25 YR.	(12,491,024.16)			(12,491,024.16)
2. OFA - GPL2 Loan 25 YR.	(9,653,773.73)			(9,653,773.73)
3. OFA - GPL3 Loan 25 YR.	(4,482,838.60)			(4,482,838.60)
4. OFA - PTR - Completed 2010/11	(8,177,838.00)			(8,177,838.00)
5. OFA - 2001-A1 Debenture	0.00	(2,409,181.00)		(2,409,181.00)
6. Debenture (Niagara Region)	(1,829,000.00)		308,000.00	(1,521,000.00)
7. Debenture (Niagara Region)	(2,750,000.00)			(2,750,000.00)
8. Capital Projects - Completed 2001	(19,906,619.59)		5,867,325.00	(14,039,294.59)
9. Capital Projects - Completed 2002/03	(21,020,925.95)			(21,020,925.95)
10. Capital Projects - Completed 2004/05	(8,798,599.89)		76,791.67	(8,721,808.22)
11. Capital Projects - Completed 2005/06	(7,694,988.54)			(7,694,988.54)
Total Debentures & Capital Loans	(96,805,608.46)	(2,409,181.00)	6,252,116.67	(92,962,672.79)

PREPARED BY : William Turnath
 PRESENTED BY: Larry Reich

Appendix C

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD REPORT ON BANKING TRANSACTIONS	
SUMMARY OF BANK TRANSACTIONS FOR THE MONTH OF:	NOVEMBER, 2011
DESCRIPTION OF ITEMS	BANK ACCOUNT
CASH BALANCE AT BEGINNING OF MONTH	(A) 31,622,896
OPERATING CASH RECEIPTS FOR THE MONTH	
1. GENERAL LEGISLATIVE GRANTS	15,379,927
2. OTHER GRANTS (EPO, O.E.Y.C.)	698,153
3. INTEREST REVENUE	36,888
4. MUNICIPAL TAXES	0
5. TUITION FEES REVENUE - A.C.E. & OTHER	34,953
6. CHARITABLE DONATIONS	6,390
7. GOVERNMENT REBATES (GST 68% REBATE ON TAXABLE PURCHASES)	97,757
8. RECOVERY OF COSTS (LTD, WCB, BENEFITS, OTHER REIMBURSEMENTS)	239,660
9. OTHER CASH RECEIPTS	
- Reimbursements of Employee Benefits	2,155
- Green Shield Refund	0
- Other	0
10. PROCEEDS FROM DEBENTURE ISSUE (NET)	0
11. CAPITAL LOAN PRINCIPAL ADVANCES	0
TOTAL OPERATING CASH RECEIPTS AND LOAN ADVANCE	(B) 16,486,883
OPERATING CASH DISBURSEMENTS FOR THE MONTH	
1. ACCOUNTS PAYABLE (NET OF CANCELLED CHEQUES AND DEBT REPAYMENTS)	(20,159,041)
2. TEACHER PENSION DEDUCTIONS	(1,291,695)
3. O.M.E.R.S. PENSION DEDUCTIONS	(464,199)
4. CANADA SAVINGS BONDS DEDUCTIONS	(119,015)
5. TRANSFER TO 4 OVER 5 TRUST ACCOUNTS	(74,435)
6. OTHER DEBITS	(49,374)
7. TRANSFER TO SINKING FUNDS	0
8. INTEREST PAYMENTS ON CAPITAL DEBT	(837,513)
9. PRINCIPAL PAYMENTS ON CAPITAL DEBT	(453,940)
TOTAL OPERATING CASH DISBURSEMENTS	(C) (23,448,213)
CASH BALANCE AT END OF MONTH	A + B - C = D (D) 24,669,666

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD REPORT ON LOAN BALANCES				
SUMMARY OF LOAN BALANCES AS AT : NOVEMBER, 2011				
The Debentures & Capital Loans are made up as follows:				
Loan Description	Opening Balance	Loan Advances	Loan Repayments	Ending Balance
1. OFA - GPL1 Loan 25 YR.	(12,491,024.16)		187,351.81	(12,303,672.35)
2. OFA - GPL2 Loan 25 YR.	(9,653,773.73)		128,322.15	(9,527,451.58)
3. OFA - GPL3 Loan 25 YR.	(4,482,836.60)		53,275.48	(4,429,563.12)
4. OFA - PTR - Completed 2010/11	(8,177,838.00)		86,990.65	(8,090,847.35)
5. OFA - 2001-A1 Debenture	(2,409,181.00)			(2,409,181.00)
6. Debenture (Niagara Region)	(1,521,000.00)			(1,521,000.00)
7. Debenture (Niagara Region)	(2,750,000.00)			(2,750,000.00)
8. Capital Projects - Completed 2001	(14,039,294.59)			(14,039,294.59)
9. Capital Projects - Completed 2002/03	(21,020,925.95)			(21,020,925.95)
10. Capital Projects - Completed 2004/05	(8,721,808.22)			(8,721,808.22)
11. Capital Projects - Completed 2005/06	(7,694,988.54)			(7,694,988.54)
Total Debentures & Capital Loans	(92,962,672.79)	0.00	453,940.09	(92,508,732.70)

PREPARED BY : William Tumath
 PRESENTED BY: Larry Reich

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
DECEMBER 20, 2011**

PUBLIC SESSION

**TOPIC: FINANCIAL REPORTS
STATEMENT OF REVENUE & EXPENDITURES
NOVEMBER 30, 2011**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Statement of Revenue and Expenditures as at November 30, 2011, as presented.

Prepared by: Larry Reich, Superintendent of Business and Financial Services
Presented by: Larry Reich, Superintendent of Business and Financial Services
Recommended by: John Crocco, Director of Education
Date: December 20, 2011



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

**REPORT TO THE BOARD
DECEMBER 20, 2011**

**STATEMENT OF REVENUE AND EXPENDITURES
AS AT NOVEMBER 30, 2011**

In accordance with the Monthly Financial Reports Policy Statement, we are pleased to enclose the summarized Statement of Revenue and Expenditures by Department as at November 30, 2011. (See Appendix A)

As required by the Policy, a copy of the Financial Statement is available in the Holy Cross Community Room for the TRUSTEES to review at their convenience.

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Report on the Statement of Revenue and Expenditures as at November 30, 2011 as presented.

Prepared by: Larry Reich, Superintendent of Business & Financial Services
Presented by: Larry Reich, Superintendent of Business & Financial Services
Recommended by: John Crocco, Director of Education
Date: December 20, 2011

Appendix A

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
SUMMARY OF REVENUE AND EXPENDITURES
SUMMARY STATEMENT
AS AT NOVEMBER 30, 2011**

ACCOUNT DESCRIPTION	THIS YEAR			CHANGES	LAST YEAR		
	EXPENDED	BUDGET	% LEFT		EXPENDED	BUDGET	% LEFT
REVENUE							
REVENUE	-70,662,695	-250,681,697	71.8%		-68,677,216	240,139,674	128.6%
TOTAL REVENUE	-70,662,695	-250,681,697	71.8%		-68,677,216	240,139,674	128.6%
EXPENDITURES							
BOARD ADMINISTRATION	2,183,038	7,583,018	71.2%		2,031,499	7,428,758	72.7%
ELEMENTARY SCHOOLS	30,341,427	122,974,347	75.3%		29,257,740	115,294,976	74.6%
SECONDARY SCHOOLS	17,331,594	68,767,707	74.8%		17,144,001	66,850,146	74.4%
CONTINUING EDUCATION	1,314,471	5,961,036	77.9%		1,220,799	5,706,458	78.6%
PLANT OPERATIONS	3,495,269	17,583,476	80.1%		2,992,950	17,770,648	83.2%
PLANT MAINTENANCE	703,791	3,219,393	78.1%		677,015	3,275,833	79.3%
TRANSPORTATION	1,971,539	10,225,402	80.7%		1,891,705	10,371,090	81.8%
CAPITAL AND OTHER EXPENDITURES	2,430,485	14,347,318	83.1%		2,486,491	13,441,765	81.5%
TOTAL EXPENDITURES	59,771,614	250,681,697	76.2%		57,702,200	240,139,674	76.0%

PREPARED BY : William Tumath
Finance Department

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED
FOR THE PERIOD ENDED: NOVEMBER 30, 2011
BOARD ADMINISTRATION

ACCOUNT	THIS YEAR TO DATE			LAST YEAR TO DATE			
	EXPENDED	BUDGET	% LEFT	CHANGES	EXPENDED	BUDGET	% LEFT
SALARY & BEN - TRUSTEES	119,147	216,359	44.9		114,203	213,359	46.5
SALARY & BEN - SENIOR STAFF	431,348	1,429,691	69.8		296,846	1,142,749	74.0
SALARY & BEN - MANAGERS	322,384	1,566,488	79.4		364,342	1,545,693	76.4
SALARY & BEN - TECHNICAL	85,011	335,331	74.7		74,172	372,143	80.1
SALARY & BEN - CLERICAL	548,820	2,275,878	75.9		477,395	2,277,578	79.0
TEMPORARY STAFF	17,736	64,271	72.4		24,985	64,236	61.1
PROFESSIONAL DEVELOPMENT	28,930	57,000	49.3		22,185	60,000	63.0
SCHOOL ADMIN. SUPPLIES	1,489	3,000	50.4		511	0	0.0
SUPPLIES - ADMINISTRATION	118,416	467,500	74.7		187,553	465,500	59.7
SUPPLIES - HUMAN RESOURCES	6,729	30,000	77.6		4,659	30,000	84.5
SUPPLIES - COMPUTER SERVICE	36,337	62,500	41.9		40,337	62,500	35.5
SUPPLIES - PLANT OPERATIONS	80,978	380,000	78.7		74,141	405,000	81.7
SUPPLIES - BUILDING MAINTENANCE	11,143	50,000	77.7		12,031	75,000	84.0
FURNITURE & EQUIPMENT	24,891	35,000	28.9		279	10,000	97.2
FEES & CONTRACTS	343,204	565,000	39.3		334,130	665,000	49.8
MISCELLANEOUS EXPENDITURES	6,475	45,000	85.6		3,730	40,000	90.7
TOTAL - BOARD ADMINISTRATION	2,183,038	7,583,018	71.2	 	2,031,499	7,428,758	72.7

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
 UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED
 FOR THE PERIOD ENDED: NOVEMBER 30, 2011
 ELEMENTARY SCHOOLS

ACCOUNT	THIS YEAR TO DATE			LAST YEAR TO DATE			
	EXPENDED	BUDGET	% LEFT	CHANGES	EXPENDED	BUDGET	% LEFT
CLASSROOM TEACHERS	20,552,376	82,069,023	75.0		19,945,584	78,995,247	74.8
OCCASSIONAL TEACHERS	686,386	2,948,096	76.7		1,007,887	2,721,566	63.0
TEACHER ASSISTANTS	3,811,108	15,304,674	75.1		3,520,580	13,610,720	74.1
PROFESSIONAL STAFF	724,555	2,504,115	71.1		619,986	2,197,520	71.8
LIBRARY TECHNICIANS	482,201	1,939,713	75.1		482,341	1,918,532	74.9
PRINCIPALS & V.PS.	1,824,486	7,201,723	74.7		1,690,601	7,069,937	76.1
SCHOOL SECRETARIES	612,794	2,387,879	74.3		582,543	2,379,206	75.5
TEACHER CONSULTANTS	481,578	973,993	50.6		367,260	1,541,742	76.2
PROFESSIONAL DEVELOPMENT	81,544	430,000	81.0		27,290	330,000	91.7
PROGRAM CLASSROOM RESOURCE	459,175	1,585,000	71.0		353,404	1,493,200	76.3
CLASSROOM SUPPLIES	311,399	1,489,881	79.1		421,335	1,486,798	71.7
PROGRAM SUPPLIES	24,268	205,000	88.2		26,041	215,000	87.9
SCHOOL ADMIN. SUPPLIES	99,207	400,315	75.2		40,888	400,000	89.8
COMPUTERS - CLASSROOM	140,657	3,138,147	95.5		149,257	593,082	74.8
COMPUTERS - NON CLASSROOM	0	50,000	100.0		0	0	0.0
F & E - CLASSROOM	49,081	304,620	83.9		18,908	300,365	93.7
F & E - NON CLASSROOM	612	42,168	98.6		3,835	42,061	90.9
TOTAL - ELEMENTARY SCHOOLS	30,341,427	122,974,347	75.3	 	29,257,740	115,294,976	74.6

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED
FOR THE PERIOD ENDED: NOVEMBER 30, 2011
SECONDARY SCHOOLS

ACCOUNT	THIS YEAR TO DATE			LAST YEAR TO DATE		
	EXPENDED	BUDGET	% LEFT CHANGES	EXPENDED	BUDGET	% LEFT
CLASSROOM TEACHERS	12,316,992	48,577,472	74.6	12,235,171	47,490,900	74.2
OCCASSIONAL TEACHERS	459,153	1,625,320	71.8	340,086	1,613,364	78.9
TEACHER ASSISTANTS	1,188,040	4,763,539	75.1	1,219,809	4,571,239	73.3
PROFESSIONAL STAFF	294,948	1,417,634	79.2	284,813	1,365,470	79.1
LIBRARY TECHNICIANS	101,603	401,033	74.7	101,695	386,749	73.7
PRINCIPALS & V.PS.	733,054	3,018,607	75.7	738,439	2,910,397	74.6
SCHOOL SECRETARIES	509,847	1,903,795	73.2	496,937	1,904,534	73.9
TEACHER CONSULTANTS	200,163	791,188	74.7	179,200	672,455	73.4
LIBRARY & GUIDANCE - TEACHING	570,041	1,918,513	70.3	653,074	1,831,679	64.4
PROFESSIONAL DEVELOPMENT	28,226	120,000	76.5	19,579	120,000	83.7
PROGRAM CLASSROOM RESOURCE	547,705	2,085,000	73.7	390,646	1,826,693	78.6
CLASSROOM SUPPLIES	292,877	1,401,633	79.1	377,052	1,479,936	74.5
PROGRAM SUPPLIES	6,839	71,000	90.4	5,901	71,000	91.7
SCHOOL ADMIN. SUPPLIES	39,702	205,000	80.6	31,899	225,000	85.8
COMPUTERS - CLASSROOM	34,540	288,060	88.0	54,410	200,000	72.8
COMPUTERS - NON CLASSROOM	0	25,000	100.0	0	0	0.0
F & E - CLASSROOM	5,864	82,212	92.9	15,290	86,687	82.4
F & E - NON CLASSROOM	0	20,701	100.0	0	22,043	100.0
FEES & CONTRACTS	2,000	72,000	97.2	0	72,000	100.0
TOTAL - SECONDARY SCHOOLS	17,331,594	68,787,707	74.8 	17,144,001	66,850,146	74.4

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED
FOR THE PERIOD ENDED: NOVEMBER 30, 2011
CONTINUING EDUCATION

ACCOUNT	THIS YEAR TO DATE				LAST YEAR TO DATE		
	EXPENDED	BUDGET	% LEFT	CHANGES	EXPENDED	BUDGET	% LEFT
TEACHER ASSISTANTS	835	30,800	97.3		129	40,405	99.7
PROFESSIONAL STAFF	24,717	104,145	76.3		23,492	83,832	72.0
PRINCIPALS & V.PS.	129,813	356,204	63.6		79,032	397,847	80.1
SCHOOL SECRETARIES	77,039	372,797	79.3		83,628	354,489	76.4
TEMPORARY STAFF	9,372	51,515	81.8		7,523	50,186	85.0
GRANT OFFICERS	0	70,540	100.0		16,519	0	0.0
A.E. TEACHERS / INSTRUCTORS	834,222	3,952,754	78.9		786,482	3,746,794	79.0
PROFESSIONAL DEVELOPMENT	4,914	20,500	76.0		2,604	23,200	88.8
PROGRAM CLASSROOM RESOURCE	106,997	407,570	73.8		97,515	366,608	73.4
CLASSROOM SUPPLIES	123,926	556,211	77.7		119,792	617,397	80.6
COMPUTERS - CLASSROOM	2,585	34,000	92.4		2,259	20,000	88.7
F & E - CLASSROOM	51	0	0.0		0	0	0.0
FEES & CONTRACTS	0	4,000	100.0		1,824	5,700	68.0
TOTAL - CONTINUING EDUCATION	1,314,471	5,961,036	78.0	 	1,220,799	5,706,458	78.6

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED
FOR THE PERIOD ENDED: NOVEMBER 30, 2011
PLANT OPERATIONS

ACCOUNT	THIS YEAR TO DATE				LAST YEAR TO DATE		
	EXPENDED	BUDGET	% LEFT	CHANGES	EXPENDED	BUDGET	% LEFT
SALARY & BEN - MANAGERS	180,804	631,209	71.4		116,387	606,165	80.8
SALARY & BEN - CARETAKERS	1,145,333	8,879,968	87.1		1,191,948	4,847,377	75.4
SALARY & BEN - CLEANERS	780,751	1,248,530	37.5		876,285	5,090,599	82.8
SALARY & BEN - CLERICAL	25,734	194,769	86.8		42,186	187,507	77.5
PROFESSIONAL DEVELOPMENT	3,331	10,000	66.7		881	10,000	91.2
SUPPLIES - UTILITIES	464,531	4,000,000	88.4		415,566	4,350,000	90.5
SUPPLIES - PLANT OPERATIONS	139,513	712,500	80.4		116,111	697,500	83.4
SUPPLIES - GROUNDS	42,924	820,000	94.8		58,143	845,000	93.1
F & E - PLANT OPERATIONS	153,642	526,500	70.8		166,483	576,500	71.1
FEES & CONTRACTS	558,706	560,000	0.2		8,960	560,000	98.4
TOTAL - PLANT OPERATIONS	3,495,269	17,583,476	80.1	 	2,992,950	17,770,648	83.2

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED
FOR THE PERIOD ENDED: NOVEMBER 30, 2011
PLANT MAINTENANCE

ACCOUNT	THIS YEAR TO DATE				LAST YEAR TO DATE		
	EXPENDED	BUDGET	% LEFT	CHANGES	EXPENDED	BUDGET	% LEFT
SALARY & BEN - MANAGERS	114,131	504,454	77.4		129,361	573,283	77.4
SALARY & BEN - TECHNICAL	219,400	893,526	75.5		217,019	865,843	74.9
SALARY & BEN - CLERICAL	23,351	78,042	70.1		23,188	77,239	70.0
TEMPORARY STAFF	4,146	5,371	22.8		6,969	21,468	67.5
PROFESSIONAL DEVELOPMENT	511	7,500	93.2		657	7,500	91.2
SUPPLIES - PLANT OPERATIONS	72,045	400,000	82.0		67,322	350,000	80.8
SUPPLIES - GROUNDS	25,000	180,000	86.1		28,976	200,000	85.5
SUPPLIES - PLANT MAINTENANCE	20,774	159,000	86.9		29,543	169,000	82.5
SUPPLIES - BUILDING MAINTENANCE	196,746	880,000	77.6		165,028	905,000	81.8
F & E - PLANT MAINTENANCE	5,974	36,500	83.6		0	31,500	100.0
FEES & CONTRACTS	21,713	75,000	71.1		8,952	75,000	88.1
TOTAL - PLANT MAINTENANCE	703,791	3,219,393	78.1		677,015	3,275,833	79.3

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED
FOR THE PERIOD ENDED: NOVEMBER 30, 2011
TRANSPORTATION DEPARTMENT

ACCOUNT	THIS YEAR TO DATE				LAST YEAR TO DATE		
	EXPENDED	BUDGET	% LEFT	CHANGES	EXPENDED	BUDGET	% LEFT
SALARY & BEN - MANAGERS	18,406	110,575	83.4		17,640	111,069	84.1
SALARY & BEN - TECHNICAL	15,724	165,985	90.5		15,104	162,103	90.7
SALARY & BEN - CLERICAL	0	48,436	100.0		0	47,204	100.0
SUPPLIES - ADMINISTRATION	61	90,063	99.9		42	69,823	99.9
FURNITURE & EQUIPMENT	0	74,196	100.0		0	0	0.0
FEES & CONTRACTS	1,937,348	9,736,147	80.1		1,858,919	9,980,891	81.4
TOTAL - TRANSPORTATION DEPARTMENT	1,971,539	10,225,402	80.7		1,891,705	10,371,090	81.8

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED
FOR THE PERIOD ENDED: NOVEMBER 30, 2011
CAPITAL AND OTHER EXPENDITURES

ACCOUNT	THIS YEAR TO DATE				LAST YEAR TO DATE		
	EXPENDED	BUDGET	% LEFT	CHANGES	EXPENDED	BUDGET	% LEFT
GOOD PLACES TO LEARN	837,513	1,653,965	49.4		1,001,723	1,294,887	22.6
FACILITY RENEWAL PROJECTS	0	733,750	100.0		110,968	841,417	86.8
DEBT CHARGES BEFORE MAY, 1998	79,144	376,880	79.0		313,721	405,406	22.6
DEBT CHARGES AFTER MAY, 1998	0	117,487	100.0		0	117,487	100.0
NEW PUPIL PLACES	1,513,828	2,465,054	38.6		1,060,079	3,435,058	69.1
AMORTIZATION & NET LOSS DISPOSALS	0	9,000,182	100.0		0	7,347,510	100.0
TOTAL - CAPITAL AND OTHER EXPENDITUR	2,430,485	14,347,318	83.1		2,486,491	13,441,765	81.5

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED
FOR THE PERIOD ENDED: NOVEMBER 30, 2011

ACCOUNT	THIS YEAR TO DATE				LAST YEAR TO DATE				
	EXPENDED	BUDGET	% Left		CHANGES		EXPENDED	BUDGET	% Left
GRAND TOTAL-	59,771,614	250,681,697	76.2	 	 	 	57,702,200	240,139,674	76.0

Prepared by : William Tumath
Finance Department

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
DECEMBER 20, 2011**

PUBLIC SESSION

**TOPIC: TRUSTEE HONORARIUM FOR THE YEAR FROM
DECEMBER 1, 2011 TO NOVEMBER 30, 2012**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Trustee Honorarium for the year from December 1, 2011 to November 30, 2012, as noted in Appendix A, as follows:

\$16,900 for the Chairperson of the Board

\$13,842 for the Vice-Chairperson of the Board

\$10,784 for the Trustees

Prepared by: John Crocco, Director of Education
Larry Reich, Superintendent of Business & Financial Services

Presented by: John Crocco, Director of Education

Recommended by: John Crocco, Director of Education

Date: December 20, 2011



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO THE BOARD MEETING DECEMBER 20, 2011

TRUSTEE HONORARIUM FOR THE YEAR FROM DECEMBER 1, 2011 TO NOVEMBER 30, 2012

BACKGROUND INFORMATION

Ontario Regulation 357 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 4 components:

- 1) The base amount for the year
- 2) The enrolment amount for the year
- 3) The attendance amount for the year
- 4) The distance amount for the year

Under the provisions of the Restraint Act (Section 7), Trustees cannot receive an honorarium greater than the honorarium paid during the previous year.

However, 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.

In accordance with Board Policy 100.11, we have now calculated the Trustee Honorarium for the year period from December 1, 2011 to November 30, 2012, as noted in **Appendix A**.

Please note that the new honorarium for all Trustees for the year 2011-2012 will be slightly less than last year, because the enrolment decreased from 22,666.31 to 22,324.81, as follows:

- \$16,900 for the Chairperson of the Board (last year - \$16,982)
- \$13,842 for the Vice-Chairperson of the Board (last year - \$13,917)
- \$10,784 for the Trustees (last year - \$10,851)

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Trustee Honorarium for the year from December 1, 2011 to November 30, 2012, as noted in **Appendix A**, as follows:

- \$16,900 for the Chairperson of the Board
 - \$13,842 for the Vice-Chairperson of the Board
 - \$10,784 for the Trustees
-
-

Prepared by: John Crocco, Director of Education
Larry Reich, Superintendent of Business & Financial Services

Presented by: John Crocco, Director of Education

Recommended by: John Crocco, Director of Education

Date: December 20, 2011

Niagara Catholic DSB Preliminary Calculation of New Honoraria for Board Members For the Term of Office from December 1, 2010 to November 30, 2014 New Honorarium for the Year from December 1, 2011 to November 30, 2012				
HONORARIUM PAYABLE TO BOARD MEMBERS		FOR THE YEAR DECEMBER 1, 2011 TO NOVEMBER 30, 2012		
		Annual Base Amount	Annual Enrolment Amount	Annual Total Honorarium
MAXIMUM BASE AMOUNT		5,900.00		
Increase in Consumer Price Index		0.00%		
Maximum Base Amount For the Year		5,900.00		
Enrolment - ADE	A		22,324.81	
Enrolment - FACTOR	B		1.75	
Enrolment - AMOUNT	C=A*B		39,066.42	
Number of Members	D		8.00	
MAXIMUM ENROLMENT AMOUNT	E=C/D		4,883.55	
SEAC Committee				
SALEP Committee				
MAXIMUM ATTENDANCE AMOUNT				
NCDSB Area				
MINIMUM Area				
NCDSB Distance				
MINIMUM Distance				
MAXIMUM DISTANCE AMOUNT				
MAXIMUM AMOUNT FOR MEMBERS		5,900.00	4,883.55	10,783.55
HONORARIUM PAYABLE TO BOARD CHAIR		FOR THE YEAR DECEMBER 1, 2011 TO NOVEMBER 30, 2012		
MAXIMUM AMOUNT FOR MEMBERS		5,900.00	4,883.55	
ADDITIONAL BASE AMOUNT FOR CHAIR		5,000.00		
Enrolment FACTOR	A		0.050	
Enrolment - ADE	B		22,324.81	
NCDSB Enrolment Amount	C=A*B		1,116.24	
Minimum Amount	D		500.00	
Maximum Amount	E		5,000.00	
ADDITIONAL ENROLMENT AMOUNT	F=C		1,116.24	
MAXIMUM AMOUNT PAYABLE TO CHAIR OF THE BOARD		10,900.00	5,999.79	16,899.79
HONORARIUM PAYABLE TO BOARD VICE-CHAIR		FOR THE YEAR DECEMBER 1, 2011 TO NOVEMBER 30, 2012		
MAXIMUM AMOUNT FOR MEMBERS		5,900.00	4,883.55	
ADDITIONAL BASE AMOUNT FOR VICE-CHAIR		2,500.00		
Enrolment FACTOR	A		0.025	
Enrolment - ADE	B		22,324.81	
NCDSB Enrolment Amount	C=A*B		558.12	
Minimum Amount	D		250.00	
Maximum Amount	E		2,500.00	
ADDITIONAL ENROLMENT AMOUNT	F=C		558.12	
MAXIMUM AMOUNT PAYABLE TO THE VICE-CHAIR OF THE BOARD		8,400.00	5,441.67	13,841.67

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
DECEMBER 20, 2011**

PUBLIC SESSION

**TOPIC: CORRESPONDENCE
CRAWFORD SMITH & SWALLOW
EXAMINATION OF FINANCIAL STATEMENTS**

Crawford, Smith and Swallow
Chartered Accountants LLP

4741 Queen Street
Niagara Falls, Ontario
L2E 2M2
Telephone (905) 356-4200
Telecopier (905) 356-3410

Offices in:
Niagara Falls, Ontario
St. Catharines, Ontario
Fort Erie, Ontario
Niagara-on-the-Lake, Ontario
Port Colborne, Ontario

*crawford
smith &
swallow*

THIS IS A COPY OF A LETTER SENT
FROM OUR OFFICE TODAY. IT IS
SENT TO YOU TO KEEP YOU
INFORMED OF OUR PROGRESS
WITH THIS MATTER.
CRAWFORD, SMITH AND SWALLOW
Chartered Accountants LLP



November 15, 2011

Board of Trustees
Niagara Catholic District School Board
427 Rice Road
Welland, Ontario
L3C 7C1

Dear Members of the Board of Trustees:

We have now completed our examination of the consolidated financial statements of the Niagara Catholic District School Board for the year ended August 31, 2011.

Scope of Examination

As stated in our report dated November 15, 2011 addressed to the Board of Trustees of the Niagara Catholic District School Board, the consolidated financial statements are the responsibility of management. Our responsibility is to express an opinion on the consolidated financial statements based on our audit. In our opinion, the consolidated financial statements of the Niagara Catholic District School Board for the year ended August 31, 2011 are presented fairly, in all material respects, in accordance with the basis of accounting described in note 1 to the consolidated financial statements.

We were provided with full co-operation and no limitations of any kind were placed on the scope of our examination.

Intent of the Management Letter

The post audit management letter is intended to provide an additional professional service of the auditor as a direct by-product of the audit. We are pleased to offer the comments that follow as a service to the Niagara Catholic District School Board.

The management letter should communicate the following general explanations:

- the recommendations arise out of normal audit work related to the expression of an opinion on the financial statements and do not constitute a complete report on internal control;
- normal audit work will not detect all internal control weaknesses;
- the audit procedures performed were as extensive as necessary for audit report purposes;

- suggestions or comments concern systems only and are not intended to reflect on the competence or integrity of personnel;
- there are inherent limitations to any system of internal control;
- internal controls should be evaluated annually.

Current Observations

We have no observations that would be considered to be significant in nature. However, we refer you to our accountants comments directed to Mr. Lawrence Reich, Superintendent of Business & Financial Services which details issues considered to be minor in nature.

This communication is prepared solely for the information of the Niagara Catholic District School Board and is not intended for any other purpose. We accept no responsibility to a third party that relies on this communication.

We would like to take this opportunity to thank the staff for all their assistance and cooperation during our audit. Should you wish to discuss the above matters further, please contact our office at your convenience.

Yours very truly,

CRAWFORD, SMITH AND SWALLOW
CHARTERED ACCOUNTANTS LLP



Mark Palumbi, CA
Partner

MP*gz

c.c. Mr. J. Crocco, Director of Education/Secretary Treasurer
Mr. L. Reich, Superintendent of Business & Financial Services

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
DECEMBER 20, 2011**

PUBLIC SESSION

**TOPIC: CORRESPONDENCE
MOST REV. BISHOP BERGIE – THANK YOU FOR GIFT**



OFFICE OF THE BISHOP



November 30, 2011

Mr. John Crocco, Director of Education
Mrs. Kathy Burtnik, Chair
Niagara Catholic District School Board
427 Rice Road
Welland, ON L3C 7C1

Dear John Crocco and Kathy Burtnik,

Please accept this letter as a sincere thank you for the beautiful picture presented to me on the occasion of my First Anniversary as Bishop of the Diocese of St. Catharines. I appreciate your thoughtfulness, generosity and prayers.

May God watch over you and the Niagara Catholic Family, students and staff with tender love as we anticipate the coming of Jesus during this Advent Season.

With kind regards, I remain

Sincerely yours in Christ,

Most Reverend Gerard Paul Bergie, D.D.
Bishop of St. Catharines

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
DECEMBER 20, 2011**

PUBLIC SESSION

**TOPIC: TRUSTEE INFORMATION
SPOTLIGHT ON NIAGARA CATHOLIC – DECEMBER 6, 2011**



Spotlight

on
NIAGARA CATHOLIC

Nurturing Souls & Building Minds

www.niagracatholic.ca

December 6, 2011



Chair, Vice-Chair Re-elected During Annual Organizational Meeting

Kathy Burtnik has been re-elected Chair of the Niagara Catholic District School Board for 2012. Maurice Charbonneau has been re-elected Vice-Chair. Mrs. Burtnik and Mr. Charbonneau were elected during Niagara Catholic's Annual Organizational Meeting, which took place immediately before the December 6th Meeting of the Committee of the Whole.

This is Mrs. Burtnik's fourth consecutive term as Board Chair and her fifth term as Chair. She first served as Chair in 2000.

"I am once again both honoured and humbled to have the opportunity to serve as the Chair of this Board," said Mrs. Burtnik. "I believe we have done much as a collective to be able to have difference of opinions, different approaches, yet the very same commitment to the Vision, Mission and goals of the system. Our perspectives are varied, our purpose is not. Tonight, I humbly and happily offer my energy, passion, experience and willingness to grow in my own Faith journey as a member of the Niagara Catholic Family. I look forward with renewed commitment to telling our stories of success in Catholic education in Niagara and across the province throughout the coming year."

This is Mr. Charbonneau's second consecutive term as Vice-Chair. He was first elected to the Niagara Catholic Board of Trustees in 2006.

"I greatly appreciate the opportunity to serve the Board as Vice-Chair," said Mr. Charbonneau.

"I am proud of the immense co-operation and great work accomplished by this Board over the past year. The Niagara Catholic District School Board has distinguished itself in many ways over the past few years. This is due in large part to the effort of our Board staff, our school administrators and our teachers. I am grateful for all the hard work that has been demonstrated in our schools. I am determined to do whatever I can to assist in achieving all of the goals set out in our Vision 2020 document."

Director of Education, John Crocco, congratulated Mrs. Burtnik and Mr. Charbonneau on their re-election.

"On behalf of the entire Niagara Catholic family, I sincerely congratulate Mrs. Burtnik and Mr. Charbonneau on being re-elected Chair and Vice-Chair of the Niagara Catholic District School Board," said Mr. Crocco. "As members of the Board's Executive Council, these positions require a great deal of commitment to, and passion for, Catholic education. Mrs. Burtnik and Mr. Charbonneau have witnessed exemplary commitment, dedication, service and leadership over the past year, and we are confident that they will continue to guide Niagara Catholic as we move forward with the Vision 2020 Strategic Plan, System Priorities and Board Improvement Plan throughout the coming year."



Niagara Catholic 2012 Chair Kathy Burtnik



Niagara Catholic 2012 Vice-Chair Maurice Charbonneau

Christmas Choirfest

Niagara Catholic choirs will offer Christmas cheer across Niagara, as part of the annual Christmas Choirfest. Performances include:

Pen Centre

December 12

Assumption, 12:30 p.m. - 1 p.m.

St. Peter, 1:15 p.m. - 1:45 p.m.

December 13

Msgr. Clancy, 11 a.m.-11:30 a.m.

Mother Teresa,

11:45 a.m. - 12:15 p.m.

December 15

St. John, 11 a.m. - 11:30 a.m.

St. Elizabeth,

11:45 a.m. - 12:15 p.m.

December 16

St. Vincent de Paul

12:30 p.m. - 1 p.m.

St. Alexander,

1:15 p.m. - 1:45 p.m.

Niagara Square

December 12

Notre Dame, 12:30 p.m. - 1 p.m.

December 13

Cardinal Newman,

11 a.m. - 11:30 a.m.

St. Patrick,

11:45 a.m. - 12:15 p.m.

December 14

Sacred Heart, 12:30 p.m. - 1 p.m.

Our Lady of Mount Carmel,

1:15 p.m. - 1:45 p.m.

December 15

St. Mary (Welland),

11 a.m. - 11:30 a.m.

Our Lady of Victory,

11:45 a.m. - 12:15 p.m.

December 16

St. Mary (Niagara Falls)

11 a.m. - 11:30 a.m.

St. Philomena, 12:30 p.m. - 1 p.m.

Loretto Catholic,

1:15 p.m. - 1:45 p.m.

Continued on next page



Denis Morris Students Perform at Annual Organizational Meeting



Under the musical leadership of Angela Barbatano-Koekuyt and Laura Sparkman, students from Denis Morris Catholic High School in St. Catharines performed at Niagara Catholic's Annual Organizational Meeting on December 6th. The students performed a Christmas song, and a stunning version of "Alleluia" for a full house of invited guests, including administrators from Niagara Catholic's elementary and secondary schools.



Policy Update

The following policies were discussed by Trustees during the December 6th Meeting of the Committee of the Whole:

- **Student Fees Policy (201.9);**
- **Occupational Health and Safety Policy (201.6);**
- **Employee Workplace Violence Policy (201.11).**

The Policies will be brought to the Board at the December 22nd Board Meeting.

The Gift of Life

Niagara Catholic employees from the Catholic Education Centre took part in the Board's first group blood donation since becoming Partners for Life with Canadian Blood Services.

The group made the donation at a blood donor clinic in Welland on November 30th. Each unit of blood donated can help save the lives of three people.

Canadian Blood Services asks that people give blood through the holiday season, when blood donations drop and supply is in high demand.

To find out how to become part of the Niagara Catholic team, contact Community Outreach Coordinator Deb Ogilvie at deborah.ogilvie@ncdsb.com.

Christmas Choirfest Performance Schedule, Continued

FAIRVIEW MALL

December 12

St. Martin, 11 a.m. - 11:30 a.m.
Our Lady of Fatima (St. Cath.),
11:45 a.m. - 12:15 p.m.

December 13

St. Nicholas, 12:30 p.m. - 1 p.m.
St. Charles, 1:15 p.m. - 1:45 p.m.

December 14

St. Denis, 11 a.m. - 11:30 a.m.
St. Mark, 11:45 a.m. - 12:15 p.m.

December 15

St. Edward, 12:30 p.m. - 1 p.m.

December 16

St. Alfred, 11 a.m. - 11:30 a.m.

YMCA of St. Catharines

December 12

St. Martin, 10:15 a.m. - 10:45 a.m.

December 13

St. Nicholas, 11:45 a.m. - 12:15 p.m.

December 15

St. Edward, 11:45 a.m. - 12:15 p.m.



Seaway Mall

December 12

Alexander Kuska, 12 p.m. - 12:30 p.m.

December 13

St. Therese, 11 a.m. - 11:30 a.m.

December 14

St. Kevin, 12 p.m. - 12:30 p.m.

December 15

Lakeshore Catholic,
11 a.m. - 11:30 a.m.

December 16

John Bosco, 12 p.m. - 12:30 p.m.

Holy Name student wins Second Annual Niagara Catholic Spelling Bee

Kirtan Kadia, a Grade 8 student at Holy Name Catholic Elementary School in Welland, is the 2011 winner of Niagara Catholic's 2011 Spelling Bee.

Kirtan won the Bee after successfully spelling the word "prevaricate" in the final round. From left are champion Kirtan Kadia, Director of Education, John Crocco, organizer Jackie Watson, Niagara Catholic's Equity and Student Leadership Consultant, second place finisher Marais Walpole, a Grade 8 student at St. George Catholic Elementary School, and Matthew Torres, a Grade 5 student at St. Denis Catholic Elementary School, who finished third.



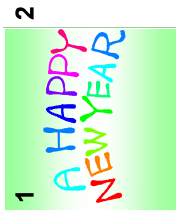
**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
DECEMBER 20, 2011**

PUBLIC SESSION

**TOPIC: TRUSTEE INFORMATION
CALENDAR OF EVENTS – JANUARY 2012**

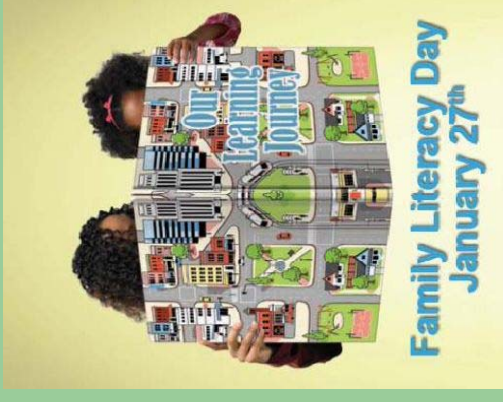
January 2012

SUN MON TUE WED THU FRI SAT



1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	Secondary Exams, January 24th -30th >>			

~ Board Christmas Shutdown ~						
	Classes resume		SEAC Meeting	Secondary Open Houses - SP		
		CW Meeting	Secondary Open Houses - DM - LC Baby Celebration	Secondary Open Houses - ND - SF	Elementary PA Day	
					Bishop's Gala	Holocaust Remembrance
	Secondary Exams	Policy Meeting Board Meeting Secondary PA Day				



Niagara Catholic
District School Board

Events posted at
niagaracatholic.ca

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
DECEMBER 20, 2011**

PUBLIC SESSION

**TOPIC: TRUSTEE INFORMATION
BISHOP'S GALA - JANUARY 27, 2012
CLUB ITALIA, NIAGARA FALLS**

B

ISHOP'S GALA

Dinner & Dance

**Bishop Gerard P. Bergie, D.D.
Bishop of St. Catharines**

9th Annual Gala Evening of Celebration, Dining & Dancing

Friday, January 27, 2012

Club Italia 2525 Montrose Road, Niagara Falls, ON

AntiPasto & Cocktail Reception - 5:30 p.m. Dinner - 7:00 p.m.

Niagara Catholic Education AWARD OF DISTINCTION

To honour those individuals and/or groups, who have made, or continue to make outstanding contributions to Catholic Education in the Niagara Region.

2012 Niagara Catholic Education Award of Distinction Recipients:
Father Denis Warburton & Reverend Monsignor Clement Schwalm

Live Entertainment featuring "Introduction"
Proceeds to the Niagara Foundation for Catholic Education

Black Tie Optional

Cash Bar



TICKET ORDER FORM

Payment must be included with your order.

Tickets must be purchased by January 11, 2012

Tickets: \$75 each

Name _____ Phone # _____

School _____ # of Tickets _____

Address _____ Payment Attached \$ _____

Send your Ticket Order Form and Payment to Sherry Morena
Niagara Catholic District School Board, 427 Rice Rd., Welland, ON. L3C 7C1
Cheques payable to: Niagara Foundation for Catholic Education



NIAGARA FOUNDATION
FOR CATHOLIC EDUCATION



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
DECEMBER 20, 2011**

PUBLIC SESSION

**TOPIC: TRUSTEE INFORMATION
BEC - 2011 ANNUAL PARTNERS BREAKFAST**

Niagara's **LARGEST** networking event of the year!

SOLD OUT last 5 years
in a row!

OVER 700
IN ATTENDANCE!

PLEASE JOIN US

the BUSINESS EDUCATION COUNCIL presents its

2012 ANNUAL PARTNERS BREAKFAST

25th **bec**
business education council
ANNIVERSARY
CELEBRATION

*celebrating strategic partnerships among education, business,
community organizations and government since 1987*

BROUGHT TO YOU in part by our **PREMIER** sponsor
PENFINANCIAL CREDIT UNION

FRIDAY, FEBRUARY 10, 2012

7:30 am to 10:00 am

**Marriott Gateway on the Falls
NIAGARA FALLS**

(formerly Sheraton Fallsview Hotel & Conference Centre)

REGISTER TODAY!

RSVP to pcarroll@becon.org

featuring
KEYNOTE SPEAKER



L. Robin Cardozo
Chief Executive Officer
ONTARIO TRILLIUM FOUNDATION

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TO OUR
GENEROUS
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NIAGARA 21ST GROUP

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**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
DECEMBER 6, 2011**

PUBLIC SESSION

**TOPIC: NOTICE OF MOTION
SUBMISSION OF MOTION TO THE ONTARIO CATHOLIC
SCHOOL TRUSTEES ASSOCIATION (OCSTA)**

RECOMMENDATION

THAT the Niagara Catholic District School Board request the Ontario Catholic School Trustees Association (OCSTA) to petition the Minister of Education to more adequately fund the reality of the true expenditures of Occasional / Supply Teachers which impacts the ability of school boards to direct greater portions of Ministry of Education funding directly to programs and services which impact student achievement.

Presented by: Trustee MacNeil
Date Submitted: November 22, 2011
To be Presented: December 20, 2011
Date: December 20, 2011



**REPORT TO THE BOARD MEETING
DECEMBER 20th, 2011**

**NOTICE OF MOTION
SUBMISSION OF MOTION TO THE ONTARIO CATHOLIC SCHOOL
TRUSTEES ASSOCIATION (OCSTA)**

BACKGROUND INFORMATION

Trustee Father Paul MacNeil, Chair of the Niagara Catholic Audit Committee submitted the following Notice of Motion to the November 22, 2011 Board Meeting regarding the Submission of a Motion to the Ontario Catholic School Trustees Association (OCSTA) for presentation at the December 20th, 2011 meeting of the Niagara Catholic District School Board.

Whereas, it is fundamental to have staff in place to instruct and/or support student programs and services in the absence of staff members;

Whereas, there is a significant shortfall in Ministry of Education funding for Occasional / Supply Teachers; and

Whereas, school boards are forced to redirect Ministry of Education revenue for student achievement programs and services to offset increasing expenditures for Occasional / Supply Teachers.

Therefore, the following Notice of Motion is presented;

“**THAT** the Niagara Catholic District School Board request the Ontario Catholic School Trustees Association (OCSTA) to petition the Minister of Education to more adequately fund the reality of the true expenditures of Occasional / Supply Teachers which impacts the ability of school boards to direct greater portions of Ministry of Education funding directly to programs and services which impact student achievement.”

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PREPARED BY: Trustee MacNeil
DATE SUBMITTED: November 22nd, 2011
TO BE PRESENTED: December 20th, 2011
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