



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, NOVEMBER 22, 2011**

**7:00 P.M.**

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

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**A. ROUTINE MATTERS**

1. Opening Prayers – Trustee O’Leary -
2. Roll Call -
3. Approval of the Agenda -
4. Declaration of Conflict of Interest -
5. Minutes of the Board Meetings
  - 5.1 October 25, 2011 A5.1
  - 5.2 November 15, 2011 A5.2

**B. DELEGATIONS/PRESENTATIONS**

**C. COMMITTEE AND STAFF REPORTS**

1. School Excellence Program C1
  - St. Alfred Catholic Elementary School
2. Unapproved Minutes of the Committee of the Whole Meeting of November 8, 2011 C2
  - and Consideration of Recommendations
  - 2.1 Senior Staff Follow-Up Report And Recommendations On The May 2009 Board C2.1
    - Approved Motions of the Pupil Accommodation Review for Niagara Falls Elementary,
    - St. Catharines Elementary and St. Catharines Secondary Schools
3. Approved Minutes of the Niagara Catholic Parent Involvement Committee Meeting C3
  - of September 8, 2011
4. Unapproved Minutes of the Ad Hoc Attendance Area Review Committee Meeting C4
  - Notre Dame College and Associated Elementary Schools Area, and Port Robinson
  - of November 8, 2011
5. Minister of Education Laurel Broten’s Visit to Niagara Catholic C5
6. Extended Overnight Field Trip/Excursion/Exchange Trip Information C6

## **D. TRUSTEE ITEMS, OPEN QUESTION PERIOD & OTHER BUSINESS**

1. Correspondence -
2. Report on Trustee Conferences Attended
  - 2.1 OCSTA Labour Relations Seminar -
3. General Discussion to Plan for Future Action -
4. Trustee Information
  - 4.1 Spotlight on Niagara Catholic – November 8, 2011 D4.1
  - 4.2 Calendar of Events – December 2011 D4.2
  - 4.3 Niagara Catholic 2<sup>nd</sup> Annual Spelling Bee – November 30, 2011 – Notre Dame College School -
  - 4.4 Our Lady of Victory Catholic Elementary School Blessing – December 8, 2011
  - 4.5 Annual Administrators, Trustees, and Priest Faith Formation – December 15, 2011 – 11:00 a.m. -
5. Open Question Period  
*(The purpose of the Open Question Period is to allow members of the Catholic school supporting public to ask about items on that night's public agenda or any previous agendas, and the Board to answer and react.)*

## **E. NOTICES OF MOTION**

1. Submission of Motion to the Ontario Catholic School Trustees Association (OCSTA) E1

## **F. BUSINESS IN CAMERA**

## **G. REPORT ON IN CAMERA SESSION**

## **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.

## **I. MOMENT OF SILENT REFLECTION FOR LIFE**

## **J. ADJOURNMENT**

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
NOVEMBER 22, 2011**

***PUBLIC SESSION***

**TOPIC: MINUTES OF THE BOARD MEETING OF  
OCTOBER 25, 2011**

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**RECOMMENDATION**

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



NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

## MINUTES OF THE BOARD MEETING

**TUESDAY, OCTOBER 25, 2011**

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Minutes of the Meeting of the Niagara Catholic District School Board, held on Tuesday, October 25, 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 Fera.

2. Roll Call

Chairperson Burtnik noted that all Trustees and Student Trustees were in attendance.

Director Crocco informed the Board that Superintendent Ciccarelli was excused as he was attending a Conference.

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

The following staff were in attendance:

**John Crocco**, Director of Education; **Yolanda Baldasaro**, **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 Charbonneau

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

**CARRIED**

**4. Disclosure of Interest**

A Disclosure of Interest was declared by Trustees MacNeil with Item F7 of the In Camera Agenda.

A Disclosure of Interest was declared by Trustee O'Leary with Item F8 of the In Camera Agenda. This Trustee has family members who are employees of the Board.

**5. Approval of Minutes of the Board Meeting of September 27, 2011**

Moved by Trustee Nieuwesteeg

Seconded by Trustee Burkholder

**THAT** the Niagara Catholic District School Board approve the Minutes of the Board Meeting of September 27, 2011, as presented.

**CARRIED**

**B. DELEGATIONS/PRESENTATIONS**

**1. Canada Blood Services Partners for Life Agreement with the Niagara Catholic District School Board**

John Crocco, Director of Education, welcomed Mark Malinowski, Community Development Coordinator, Niagara Area – Canadian Blood Services, who presented the report on the Canada Blood Services Partners for Life Agreement with the Niagara Catholic District School Board.

Director Crocco informed Trustees that Niagara Catholic will launch their first event for the Canada Blood Services Partners for Life Agreement on November 4, 2011 as part of the Random Act of Kindness Day where staff are invited to donate blood.

The Partnership Agreement was signed by Mark Malinowski, Community Development Coordinator, Niagara Area – Canadian Blood Services; Chairperson Burtnik; and Director Crocco.

**2. King's College at the University of Western Ontario Partnership Agreement with the Niagara Catholic District School Board**

Director Crocco welcomed Marilyn Mason, Register of King's University College and Dr. Sauro Camiletti, Academic Dean of King's University College at The University of Western Ontario, who presented the report on the King's College at The University of Western Ontario Partnership Agreement with the Niagara Catholic District School Board.

Trustees were informed that the partners share the responsibility of educating students of all ages to serve the Church and Canadian society. The partnership will provide the partners with opportunities to share human resources, facilities and programs through the Articles of the Partnership between Niagara Catholic and King's University College.

The Partnership Agreement between was signed by Marilyn Mason, Register of King's University College; Dr. Sauro Camiletti, Academic Dean of King's University College at The University of Western Ontario, Chairperson Burtnik; and Director Crocco.

**C. COMMITTEE AND STAFF REPORTS**

**1. School Excellence Program - St. Denis Catholic Elementary School**

Director Crocco provided background information on the monthly School Excellence Program. Yolanda Baldasaro, Superintendent of Education introduced Joe Biamonte, Principal of St. Denis Catholic Elementary School.

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

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

**2. Unapproved Minutes of the Committee of the Whole Meeting of October 11, 2011**

Moved by Trustee Fera

Seconded by Trustee O'Leary

**THAT** the Niagara Catholic District School Board receive the unapproved Minutes of the Committee of the Whole Meeting of October 11, 2011, as presented.

**CARRIED**

**3. Approved Minutes of the Special Education Advisory Committee Meeting of September 7, 2011**

Moved by Trustee MacNeil

Seconded by Trustee Fera

**THAT** the Niagara Catholic District School Board receive the Approved Minutes of the Special Education Advisory Committee Meeting of September 7, 2011, as presented for information.

**CARRIED**

**4. Follow-Up Report to the Operational Review for the Niagara Catholic District School Board – October 2011**

Director Crocco presented the Follow-Up Report to the Operational Review for the Niagara Catholic District School Board, informing Trustees of the importance of this report as it provides an independent third party Provincial review of the operational services of the Board. The Director reiterated that the review was in non-academic areas of Board operations and focuses on the key areas of Governance and Board Administration; Human Resources Management; Financial Management; and School Operations.

Director Crocco informed the Board that the Ministry appointed Operational Review Team expressed their appreciation with the Board's preparation and presentation of the requested documentation and information. The Team has confirmed that Niagara Catholic has either fully implemented or has made significant progress on all of the recommendations chosen for follow-up.

Trustees expressed appreciation to the Director and Senior Staff for the results of the Operational Review, the Follow-Up Review, and in moving the Niagara Catholic District School Board forward.

**5. Extended Overnight Field Trip, Excursion and Exchange Approval Committee**

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

**6. Niagara Catholic Parent Involvement Committee Policy (800.7)**

Policy Committee Chairperson Nieuwesteeg presented the Niagara Catholic Parent Involvement Committee Policy and explained that the Policy is being presented to the Board directly as an Interim Policy in order to facilitate the NCPIC election process in November 2011.

Moved by Trustee Charbonneau

Seconded by Trustee O'Leary

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

**CARRIED**

**D. TRUSTEE ITEMS, OPEN QUESTION PERIOD & OTHER BUSINESS**

**1. Correspondence**

**1.1 Hon. Leona Dombrowsky, Minister of Education  
Acknowledgement of Letter from SEAC**

**2. Report on Trustee Conferences Attended**

**2.1 OCSTA Regional Meetings – October 2011**

Trustees MacNeil and Burkholder presented information on the OCSTA Regional Meetings attendance by several Trustees and Director Crocco.

**2.2 OSTA-AECO Fall AGM – October 2011**

Student Trustees Creelman and Morris presented information on the OSTA-AECO Fall AGM.

**3. General Discussion to Plan for Future Action**

Nil Report

**4. Trustee Information**

**4.1 Spotlight on Niagara Catholic – October 11, 2011**

Director Crocco presented the Spotlight on Niagara Catholic – October 11, 2011 issue for Trustees' information.

**4.2 Calendar of Events – November 2011**

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

**4.3 St. Andrew Catholic Elementary School Blessing - November 1, 2011 – 7:00 p.m.**

Director Crocco reminded Trustees of the St. Andrew Catholic Elementary School Blessing being celebrated on November 1, 2011 at 7:00 p.m.

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

**4.4 Random Act of Kindness Day - November 4, 2011**

Director Crocco presented information on the Random Act of Kindness Day - November 4, 2011.

**5. Open Question Period**

None Submitted

**E. NOTICES OF MOTION**

**1. Establishment of a Communication Policy**

Trustee Sicoli presented the Notice of Motion requesting the Establishment of a Communication Policy.

Following a discussion by Trustees, the Motion was voted on and defeated.

Moved by Trustee Sicoli  
Seconded by Trustee Fera

**THAT** a clear policy be developed by the Board of Trustees to guide effective communication between Trustees, the Director of Education, Administration, and the community that is consistent with provincial legislation, the By-Law's of Niagara Catholic and the Trustee Code of Conduct, so that Trustees may make clear decisions to guide Senior Administration in an atmosphere of mutual trust.

**DEFEATED**



## **F. BUSINESS IN CAMERA**

Moved by Trustee Charbonneau  
Seconded by Trustee Burkholder

**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 8:55 p.m. and reconvened at 11:10 p.m.

## **G. REPORT ON THE IN-CAMERA SESSION**

Moved by Trustee Nieuwesteeg  
Seconded by Trustee O'Leary

**THAT** the Niagara Catholic District School Board report the motions from the In Camera Session of the Board Meeting of October 25, 2011.

**CARRIED**

### **SECTION A: STUDENT TRUSTEES PRESENT**

Moved by Trustee Nieuwesteeg  
Seconded by Trustee O'Leary

**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 September 27, 2011, as presented.

**CARRIED (Item F1)**

Moved by Trustee Nieuwesteeg  
Seconded by Trustee O'Leary

**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 October 11, 2011, as presented.

**CARRIED (Item F2)**

### **SECTION B: STUDENT TRUSTEES EXCLUDED**

Moved by Trustee Burkholder  
Seconded by Trustee Charbonneau

**THAT** the Niagara Catholic District School Board approve the recommendation as outlined in Item F4.1 of the In Camera Agenda.

**CARRIED (Item F4.1)**

Moved by Trustee O'Leary  
Seconded by Trustee Burkholder

**THAT** the Niagara Catholic District School Board approve the recommendation as outlined in Item F4.2 of the In Camera Agenda.

**CARRIED (Item F4.2)**

Moved by Trustee Sicoli  
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 September 27, 2011, as presented.

**CARRIED (Item F5)**

Moved by Trustee Sicoli  
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 October 11, 2011, as presented.

**CARRIED (Item F6)**

The following motion was passed at 11:00 p.m.

Moved by Trustee Fera  
Seconded by Trustee Burkholder

**THAT** the Niagara Catholic District School Board approve that the Board Meeting be extended by fifteen (15) minutes.

**CARRIED**

Moved by Trustee Fera  
Seconded by Trustee Nieuwesteeg

**THAT** the Niagara Catholic District School Board approve the recommendation as outlined in Item F7 of the In Camera Agenda.

**CARRIED (Item F7)**

## **H. FUTURE MEETINGS AND EVENTS**

## **I. MOMENT OF SILENT REFLECTION FOR LIFE**

## **J. ADJOURNMENT**

Moved by Trustee Nieuwesteeg  
Seconded by Trustee O'Leary

**THAT** the October 25, 2011 meeting of the Niagara Catholic District School Board be adjourned.

**CARRIED**

This meeting was adjourned at 11:15 p.m.

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Minutes of the Meeting of the Niagara Catholic District School Board held on **October 25, 2011.**

Approved on the **22<sup>nd</sup>** day of **November 2011.**

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Kathy Burtnik  
Chairperson of the Board

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John Crocco  
Director of Education/Secretary -Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
NOVEMBER 22, 2011**

***PUBLIC SESSION***

**TOPIC: MINUTES OF THE SPECIAL BOARD MEETING OF  
NOVEMBER 15, 2011**

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**RECOMMENDATION**

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



NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

## MINUTES OF THE SPECIAL BOARD MEETING

**TUESDAY, NOVEMBER 15, 2011**

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Minutes of the Special Meeting of the Niagara Catholic District School Board, held on Tuesday, November 15, 2011, at 5:30 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 5:30 p.m. by Chairperson Burtnik.

### A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayers were led by Chairperson Burtnik.

2. Roll Call

Chairperson Burtnik noted that Trustees Fera and Nieuwesteeg asked to be excused .

Moved by Trustee MacNeil

Seconded by Trustee O'Leary

**THAT** the Niagara Catholic District School Board excuse Trustees Fera and Nieuwesteeg from attending the Special Board Meeting of November 15, 2011.

**CARRIED**

Trustee	Present	Absent	Excused
Rhianon Burkholder	✓		
Kathy Burtnik	✓		
Maurice Charbonneau	✓		
Frank Fera			✓
Fr. Paul MacNeil	✓		
Ed Nieuwesteeg			✓
Ted O'Leary	✓		
Dino Sicoli	✓		
<b>Student Trustees</b>			
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; **Sherry Morena**, Recording Secretary/ Administrative Assistant, Corporate Services & Communications

**3. Approval of the Agenda**

Moved by Trustee Burkholder

Seconded by Trustee Charbonneau

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

**CARRIED**

**4. Disclosure of Interest**

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

**B. COMMITTEE AND STAFF REPORTS**

**1. Audited Financial Statements for the Year 2010-2011**

**1.1 Report on Audited Financial Statements for the Year 2010-2011**

Superintendent Reich presented the Report on the Audited Financial Statements for the Year 2010-2011 along with a detailed breakdown of the revenues and expenditures. He explained to Trustees that due to numerous financial challenges caused by essential, uncontrollable or unforeseen changes in expenditures, the Financial Statements resulted in a deficit of \$4,959,446.

Director Crocco discussed the various areas of the Financial Statements for 2010-2011, 2011-2012 and presented potential strategies to present a balanced budget for the 2012-2013 School Year. He noted that Senior Administrative Council will continue to prioritize expenditures based on achieving the Board's Strategic Plan and annual System Priorities.

Trustees discussed the Report on the Audited Financial Statements for the Year 2010-2011, and asked questions of Director Crocco and Superintendent Reich.

Audit Committee Chairperson MacNeil informed Trustees that the Niagara Catholic Audit Committee has recommended that the Report be received for information. He also expressed appreciation to Director Crocco and Larry Reich, Superintendent of Business and Financial Services, for all the work and reflection that went into the preparation of the report and the valuable information presented to the Audit Committee and the Board.

Moved by Trustee Charbonneau

Seconded by Trustee Sicoli

**THAT** the Niagara Catholic District School Board receive the Report on the Audited Financial Statements for the Year 2010-2011, for information.

**CARRIED**

**1.2 Audited Financial Statements for the Fiscal Year Ended August 31, 2011**

Chairperson Burtnik welcomed Mark Palumbi, Partner of Crawford, Smith & Swallow, who presented the Independent Auditors Report; Consolidated Statement of Financial Position; Consolidated Statement of Cash Flows; Consolidated Statement of Change in Net Debt; Notes to Consolidated Financial Statements; and the Post Audit Letter in which the auditors confirmed that no significant matters relevant to the financial reporting process were identified.

Chairperson Burtnik extended appreciation to Director Crocco, Senior Administrative Council, and Mark Palumbi for; the diligence in which the Audited Financial Statements were prepared and presented; for the focused efforts in planning for potential risks during the 2011-2012 budget year; and for the advanced preparation, review and planning for the 2012-2013 Budget.

Moved by Trustee MacNeil

Seconded by Trustee O'Leary

**THAT** the Niagara Catholic District School Board approve the Audited Financial Statements for the Fiscal Year ended August 31, 2011, as presented and without change.

**CARRIED**

**C. MOMENT OF SILENT REFLECTION FOR LIFE**

**D. ADJOURNMENT**

Moved by Trustee Charbonneau

Seconded by Trustee O'Leary

**THAT** the November 15, 2011 Special Meeting of the Niagara Catholic District School Board be adjourned.

**CARRIED**

This meeting was adjourned at 6:50 p.m.

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Minutes of the Meeting of the Niagara Catholic District School Board held on **November 15, 2011**.

Approved on **22nd** day **November 2011**.

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Kathy Burtnik  
Chairperson of the Board

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John Crocco  
Director of Education/Secretary -Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
NOVEMBER 22, 2011**

***PUBLIC SESSION***

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

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Prepared by: Mario Ciccarelli, Superintendent of Education  
Presented by: Mario Ciccarelli, Superintendent of Education  
Approved by: John Crocco, Director of Education  
Date: November 22, 2011



NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

## REPORT TO THE BOARD MEETING NOVEMBER 22, 2011

### SCHOOL EXCELLENCE PROGRAM ST. ALFRED CATHOLIC ELEMENTARY SCHOOL

#### St. Alfred Catholic Elementary School

280 Vine St.,  
St. Catharines, ON  
L2M 4T3

Ph: 905.934.9922

Fx: 905.934.6842

st.alfred@ncdsb.com

**Grades:**

JK - 8

**Principal:**

Ken Czaplicki

**Superintendent:**

Mario Ciccarelli

**Catholic School  
Council Co-Chairs:**

Laura Marconi

Filomena Barone

**Parish:**

St. Alfred



*We are a community of  
Catholic learners  
who follow  
the teachings of Christ  
every day in our  
work and play,  
each of us discovering  
our unique gifts from God.*  
- School Mission Statement

*"A Place for Everyone ..."*  
- School Motto

St. Alfred Catholic School, established in 1957, is located in north St. Catharines, nestled behind St. Alfred Church. The present building evolved from serving Grade 9 students graduating from local Catholic Elementary Schools, to a Junior High School prior to the opening of Denis Morris High School, to its present status of a J.K. to Grade 8 Elementary School. Three additions have been added since 1957, which have extended the school to 20 classrooms, 3 seminar rooms, a library and a gymnasium.

Total enrolment as of September 2011: 417

Prepared by: Mario Ciccarelli, Superintendent of Education

Presented by: Mario Ciccarelli, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: November 22, 2011



**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
NOVEMBER 22, 2011**

***PUBLIC SESSION***

**TOPIC: UNAPPROVED MINUTES OF THE COMMITTEE OF THE  
WHOLE MEETING OF NOVEMBER 8, 2011**

**RECOMMENDATION**

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

The following recommendations are being presented for the Board's consideration from the Committee of the Whole Meeting of November 8, 2011.

***1.1 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***

**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.



NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

## MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

TUESDAY, NOVEMBER 8, 2011

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Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, November 8, 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 MacNeil.

2. Roll Call

Chairperson Burtnik noted that Vice-Chairperson Charbonneau asked to be excused from the Committee of the Whole Meeting.

Trustee	Present	Absent	Excused
Rhianon Burkholder	✓		
Kathy Burtnik	✓		
Maurice Charbonneau			✓
Frank Fera	✓		
Fr. Paul MacNeil	✓		
Ed Nieuwesteeg	✓		
Ted O'Leary	✓		
Dino Sicoli	✓		
<b>Student Trustees</b>			
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 MacNeil

**THAT** the Committee of the Whole approve the Agenda of the Committee of the Whole Meeting of November 8, 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 October 11, 2011**

Moved by Trustee Sicoli

**THAT** the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of October 11, 2011, as presented.

**CARRIED**

**B. PRESENTATIONS**

**C. COMMITTEE AND STAFF REPORTS**

1. **Policy Committee**

1.1 **Unapproved Minutes**

**Policy Committee Meeting – October 25, 2011**

Moved by Trustee Sicoli

**THAT** the Committee of the Whole receive the unapproved Minutes of the Policy Committee Meeting of October 25, 2011, as presented.

**CARRIED**

1.2 **Policy Schedule**

Director Crocco presented the Policy Schedule and informed the Committee of the Whole that at the November Policy Committee Meeting a revised schedule with a new Diabetes Policy included will be provided.

1.3 **Policy Update**

Director Crocco presented the Policy Update.

**2. Pilgrimage Sunday – October 23, 2011**

Superintendent Lefebvre welcomed Terri Pauco, Religious Education and Family Life Consultant, who presented information on Pilgrimage Sunday - October 23, 2011 in which approximately 4000 Niagara Catholic students, staff, Trustees, Senior Administration, priests, Catholic School Council members, and alumni from Niagara Catholic's eight (8) Secondary Schools participated. This year's annual Pilgrimage raised approximately \$176,000.00 to assist those in need of assistance in Secondary Schools sponsored Missions in Haiti, the Dominican Republic, Dominica, Guatemala, Peru, and Rwanda, in addition to Development & Peace and Fogquest.

Student and staff representatives from each of Niagara Catholic's eight (8) Catholic Secondary Schools were in attendance to speak of their Pilgrimage experience.

**3. 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**

Director Crocco presented the 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. In highlighting the report and recommendations, he indicated that Senior Administrative Council has categorized the Board approved motions of May 26<sup>th</sup>, 2009 as Action, Monitor, Establish or Report and included a Follow-Up statements on the motions to inform Trustees of the progress of each status and motion.

Moved by Trustee Sicoli

**THAT** the Committee of the Whole recommend to the Niagara Catholic District School Board that the 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**

**4. Mental Health First Aid Training**

Superintendent Baldasaro introduced Ken Lococo, Behaviour Resource Teacher, who presented the report on Mental Health First Aid Training. Mr. Lococo informed Trustees that he participated in a five day Mental Health First Aid (MHFA) trainer certification course which certifies him to train the first round of identified staff.

Mr. Lococo stated that with the philosophy that mental health crises, such as suicidal and self-harming actions, may be avoided through early intervention, the training course focuses on training individuals to help them provide initial support to someone who may be developing a mental health problem or experiencing a mental health crisis.

Director Crocco informed Trustees that the Mental Health First Aid Training will be included in the new Niagara Catholic Mental Health & Addictions Plan scheduled to be completed by June 2012.

**5. The Dynamics of a Complete Mathematics Program at Niagara Catholic**

Superintendent Lefebvre introduced Michele Staples, Mathematics Consultant, and Beth Hulan, Mathematics Coach, who presented an overview of The Dynamics of a Complete Mathematics Program at Niagara Catholic. The overview focused on curriculum expectations, procedural and conceptual knowledge, problem solving, a three part lesson and professional development for staff.

**6. School Climate Surveys**

Superintendent Iannantuono welcomed Anthony Corapi, Research, Assessment and Evaluation Consultant who presented the report on School Climate Surveys. He highlighted the new expectations for Principals based on the Keeping Our Kids Safe at School Act, Regulation 472/02 and additions to PPM's 144 and 145.

Superintendent Iannantuono informed Trustees that the Board-wide School Climate Survey will be launched on November 14, 2011 during Bullying Prevention Week across Canada. Students and parents are invited to complete the survey by December 16, 2011.

Trustees discussed the report and asked questions of Senior Staff.

**7. 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.

**8. Monthly Updates**

**8.1 Capital Projects Progress Report**

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

**8.2 Student Trustees' Update**

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

**8.3 Senior Staff Good News Update**

Senior Staff highlights included:

**Superintendent Ciccarelli**

- Heidi-Ann Poltl, Teacher at St. Michael Catholic Elementary School. was the recipient of the Prime Minister's Award for Teaching Excellence - Ontario Certificate of Achievement.

Principal Brian Palujanskas, Director Crocco, members of Senior Staff and the school community will be honouring Ms. Poltl during a school assembly on November 25<sup>th</sup>, 2011. Honourable Member of Parliament and Attorney General, Mr. Rob Nicholson will be presenting Heidi-Ann with her award.

#### **Superintendent Lefebvre**

- Our Lady of Mount Carmel Catholic Elementary School formed the OLOMC Student Ambassadors. Their November school wide project is "Support Our Troops by Wearing Red" every Friday in November.

The Department of National Defence posted the following message from Our Lady of Mount Carmel Catholic Elementary School students and staff on their "Write to the Troops" website "The message that the staff and students of your school submitted to the Canadian Troops via the Write to the Troops electronic message board has been selected as message of the day."

#### **Superintendent Baldasaro**

- Zachary Casey, Grade 11 student from Blessed Trinity Catholic Secondary School, was selected as one of only four (4) Canadians to march with the Salvation Army Band in the Rose Bowl Parade in January 2012. Zachary will be playing 1st Cornet, and at age 16, will be the youngest player in the ensemble.

## **D. INFORMATION**

### **1. Trustee Information**

#### **1.1 Spotlight on Niagara Catholic – October 25, 2011**

Director Crocco presented the Spotlight on Niagara Catholic – October 25, 2011 issue for Trustees' information.

#### **1.2 Calendar of Events – November 2011**

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

#### **1.3 Celebrating Junior Artists 2011 – November 7 – 6:30 p.m. – Catholic Education Centre**

Director Crocco informed Trustees that the Celebrating Junior Artists 2011 event which took place on November 7, 2011 at the Catholic Education Centre was a tribute to the many talented junior artists in our Board.

#### **1.4 Special Board Meeting – November 15, 2011 – 5:30 p.m.**

Director Crocco reminded Trustees of the Special Board Meeting scheduled for November 15, 2011 at 5:30 p.m.

#### **1.5 Niagara Catholic 2<sup>nd</sup> Annual Spelling Bee – November 30, 2011 Notre Dame College School**

Director Crocco invited Trustees to attend Niagara Catholic's 2<sup>nd</sup> Annual Spelling Bee being held on November 30, 2011 at Notre Dame College School in Welland, and asked that they confirm their attendance with Sherry Morena, Administrative Assistant to Corporate Services & Communications.

**1.6 Annual Administrators, Trustees, and Priest Faith Formation  
December 15, 2011 – 11:00 a.m.**

Director Crocco invited Trustees to attend the December 15, 2011 Annual Administrators, Trustees, and Priest Faith Formation, and asked that they confirm their attendance with Sherry Morena, Administrative Assistant to Corporate Services & Communications.

**1.7 Visit to Niagara Catholic by Minister of Education**

Director Crocco invited Trustees to attend Minister of Education Laurel Broten's visit to Saint Paul Catholic High School on Thursday, November 10, 2011 where she will be presenting the Premier's Safe School award to Saint Paul and St. Philomena Catholic Elementary Schools.

Trustees were asked to confirm their attendance with Sherry Morena.

**1.8 Bishop Bergie's 1<sup>st</sup> Anniversary as Bishop of the Diocese of St. Catharines**

Director Crocco informed Trustees that in honour of Bishop Bergie's 1<sup>st</sup> Anniversary as the Bishop of the Diocese of St. Catharines (November 9, 2011), Chairperson Burtnik and the Director, on behalf of the Board, staff and all students will present the Bishop with a framed collage of students from Niagara Catholic. Director Crocco showed the Committee of the Whole the collage and thanked Jennifer Brailey, Manager of Corporate Services & Communications, for the design.

**E. OTHER BUSINESS**

**1. General Discussion to Plan for Future Action**

**1.1 Naming of Our Lady of Victory Catholic Elementary School Gymnasium**

Director Crocco explained to Trustees that in keeping with the Board's Administrative Procedure for School Name Selection, Our Lady of Victory Catholic Elementary School has been granted permission to name their newly renovated gymnasium after long time serving Trustee and Award of Distinction Recipient Frank Durante. The Committee of the Whole unanimously supported the decision.

**F. BUSINESS IN CAMERA**

Moved by Trustee Fera

**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 9:25 p.m. and reconvened at 9:30 p.m.

## **G. REPORT ON THE IN-CAMERA SESSION**

Moved by Trustee O'Leary

**THAT** the Committee of the Whole report the motions from the In Camera Session of the Committee of the Whole Meeting of November 8, 2011.

**CARRIED**

### **SECTION A: STUDENT TRUSTEES PRESENT**

Moved by Trustee O'Leary

**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 October 11, 2011, as presented.

**CARRIED (Item F1)**

### **SECTION B: STUDENT TRUSTEES EXCLUDED**

Moved by Trustee O'Leary

**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 October 11, 2011, as presented.

**CARRIED (Item F3)**

## **H. ADJOURNMENT**

Trustee Sicoli spoke briefly of a Group Pilgrimage he attended along with Trustee Fera expressing that the pilgrimage was very fulfilling faithfully and spiritually.

Moved by Trustee MacNeil

**THAT** the November 8, 2011 Committee of the Whole Meeting be adjourned.

**CARRIED**

This meeting was adjourned at 9:40 p.m.

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Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **November 8, 2011.**

Approved on the **6<sup>th</sup>** day of **December 2011.**

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Kathy Burtnik  
Chairperson of the Board

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John Crocco  
Director of Education/Secretary -Treasurer



**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
NOVEMBER 22, 2011**

***PUBLIC SESSION***

**TOPIC: 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**

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**RECOMMENDATION**

**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.

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Prepared by: Senior Administrative Council  
Presented by: John Crocco, Director of Education  
Recommended by: John Crocco, Director of Education  
Date: November 22, 2011



NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

## **REPORT TO THE COMMITTEE OF THE WHOLE MEETING TUESDAY, NOVEMBER 8<sup>TH</sup>, 2011**

### **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**

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#### **BACKGROUND INFORMATION**

At the May 26<sup>th</sup>, 2009 meeting of the Niagara Catholic District School Board, the Board approved eleven (11) motions (Appendix A) which provided specific system direction and decisions following open, transparent and accountable Pupil Accommodation Reviews in Niagara Falls and St. Catharines.

The Pupil Accommodation Review process was in full compliance with the Ministry of Education *Pupil Accommodation Review Guidelines*, and the Niagara Catholic District School Board Policy 701.2 – *Closure of Schools / Accommodation Review Policy*.

In the spring of 2011, all Trustees were provided with a Pupil Accommodation Review and Attendance Area Review binder which included the following information;

- Ministry of Education Pupil Accommodation Review Guidelines
- Niagara Catholic Policy 701.2 – Closure of Schools / Accommodation Review Policy
- Niagara Catholic Pupil Accommodation Review Schedule for 2008-2009
- Niagara Catholic Pupil Accommodation Review Guidelines for Public Input
- Pupil Accommodation Reviews for Niagara Falls Elementary, St. Catharines Elementary and St. Catharines Secondary Report
- Student Enrolment, School Utilization, Operating Costs and Projected Enrolment
- Copies of Presentations made by the Public at the Special Board Meetings
- Copies of Correspondence received as of February 10<sup>th</sup>, 2009
- Copies of Correspondence received between February 10<sup>th</sup>, 2009 and March 6<sup>th</sup>, 2009
- Copies of the Board Approved Minutes for the three Special Board Meetings
- Niagara Catholic District School Board Approved Motions – May 26<sup>th</sup>, 2009

Senior Administrative Council has categorized the Board approved motions of May 26<sup>th</sup>, 2009 as Action, Monitor, Establish or Report as noted below including a follow-up statement on the motion(s):

### **Action**

1. **THAT**, St. Joseph Catholic Elementary School be closed by September 2010 with St. Joseph students relocated through the Attendance Area process to St. Mary, St. Patrick and Father Hennepin Catholic Elementary Schools.

***Follow-up** – This motion was actioned with the official closure of St. Joseph Catholic Elementary School in Niagara Falls on June 30<sup>th</sup>, 2010.*

2. **THAT**, no sooner than September 2012 and subject to Ministry of Education funding and approval for a new school in the Warren Woods Estate and for an addition and renovations to Our Lady of Mount Carmel Catholic Elementary School, the closure of St. Thomas More Catholic Elementary School with the students relocated to Our Lady of Mount Carmel Catholic Elementary School.

***Follow-up** – Senior Administrative Council has submitted a business case to the Ministry of Education for funding for an addition and renovations to Our Lady of Mount Carmel Catholic Elementary School. Ministry of Education funding is required in order to consolidate St. Thomas More Catholic Elementary School with Our Lady of Mount Carmel Catholic Elementary School, and is subject to development in Warren Woods warranting the construction of a new Catholic elementary school.*

3. **THAT**, Senior Staff will continue to apply to the Ministry of Education for additional funding and to identify other sources of funding in order to provide facility plant upgrades to St. Francis Catholic Secondary School.

***Follow-up** – Senior Administrative Council continues to dialogue with Ministry of Education officials regarding funding sources for facility upgrades to St. Francis Catholic Secondary School.*

4. **THAT**, Catholic Secondary Schools in St. Catharines will continue to have the opportunity to implement specialized programs providing sufficient student enrolment and Ministry of Education funding and approval.

***Follow-up** – Since 2009, Catholic Secondary Schools in St. Catharines have implemented Specialist High Skills Major programs in Hospitality, Arts and Culture, Transportation, Construction, Non- Profit, Information and Communication, Environment, Health and Wellness, Manufacturing and Business. Additionally, new programs in Animation, Music, Theatre Art, Dance, Hair and Make up, Manufacturing, and Nutrition have been introduced through centrally budgeted Program Start-Up Funding.*

## Monitor

5. **THAT**, over the next five years Senior Staff will monitor student population growth, projections, location and accommodation data in the southern portion of the City of Niagara Falls and if required, apply to the Ministry of Education for capital funding for a new elementary school in the Warren Woods Estate of Niagara Falls.
6. **THAT**, the Board maintains all three Catholic secondary schools in St. Catharines and monitors the accommodation and utilization of all three Catholic secondary school facilities over the next five years.

*Follow-up* – Senior Administrative Council continues to monitor all of the variables required within these two motions.

## Establish

7. **THAT**, a Niagara Falls Elementary and Secondary Ad Hoc Attendance Area Review Committee of the Board be established in September 2009 to review the attendance boundaries for all elementary and secondary schools in Niagara Falls. According to the Board's Attendance Area Policy 301.3, the mandate of the committee will be to recommend to the Board stability within all attendance areas while maximizing facility utilization of all elementary and secondary schools in Niagara Falls.
8. **THAT**, a St. Catharines Elementary and Secondary Ad Hoc Attendance Area Review Committee of the Board be established in September 2009 to review the attendance boundaries for all elementary and secondary schools in St. Catharines. According to the Board's Attendance Area Policy 301.3, the mandate of the committee will be to recommend to the Board stability within all attendance areas while maximizing facility utilization of all elementary and secondary schools in St. Catharines.

*Follow-up* – At the Annual Organizational Meetings of the Board in December 2009 and 2010, the Niagara Catholic District School Board approved the establishment of the Niagara Falls and St. Catharines Ad Hoc Attendance Area Review Committees of the Board.

## Report

9. **THAT**, not later than September 2012, a report be brought to the Board on the closure of St. Nicholas Catholic Elementary School which would occur no sooner than September 2012. The report will include recommendations on student relocation through the Attendance Area process. The Board will pursue all avenues for a joint venture school with community partners and the Ministry of Education to provide confirmed funding and approval for a new downtown elementary school.
10. **THAT**, Senior Staff will continue to monitor the possibility of closing Michael J. Brennan Catholic Elementary School and that Senior Staff will bring a report to the Board no later than September 2012.

11. **THAT**, Our Lady of Fatima Catholic Elementary School not be consolidated at this time subject to the Ad Hoc Attendance Area Review process and recommendations and that Senior Staff continues to monitor enrolment and report back to the Board no later than September 2012.

***Follow-up** – Senior Administrative Council continues to monitor enrolment in St. Catharines and submits to the Committee of the Whole of November 8<sup>th</sup>, 2011, for its consideration recommendations as they relate to the May 26<sup>th</sup>, 2009 Board motions.*

With the closure of St. Joseph Catholic Elementary School in Niagara Falls, Senior Administrative Council continues to action, monitor, establish or implement the remaining ten (10) Board approved motions. In doing so, Senior Staff continually focuses and considers the following key factors in the decision making process;

- the continued delivery of Catholic educational excellence aligned with the Niagara Catholic Vision 2020 Strategic Plan, Annual System Priorities and the Mission, Vision and Values of the Board;
- the continuation of fiscal responsibility;
- the continued decline in enrolment which affects school boards throughout Ontario;
- the potential of a slight upward movement in the overall board enrolment over the next decade in some geographic areas within the Board;
- the multiple variables causing increased surplus space;
- the limited facility renewal and capital funds;
- the shifting demographics from neighbourhood schools;
- the increased potential of multiple combined grades; and
- the importance of addressing long term accommodation needs in all schools in Niagara Catholic.

## **Recommendations**

Through a confluence of events including the uncertainty of the financial climate in Ontario, nationally and internationally which may have an impact on available capital funding for school boards, Senior Administrative Council is presenting the following recommendations to the Board in fulfillment of the May 2009 Board approved motions, whereby the 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.

Above all, Senior Administrative Council continues to recognize that all options and recommendations affect the lives of our students and their families, as we continue to address the challenges associated with declining enrolment and neighbourhood population shifts.

The Board and affected communities can be assured that Senior Administrative Council, together with Principals, Vice-Principals, school and Board level staff will continue to work in a collaborative, transparent and open process with all Catholic educational partners in fulfilling the results of the Pupil Accommodation Review process and the May 2009 Board Motions.

### RECOMMENDATION

**THAT** the Committee of the Whole recommend to the Niagara Catholic District School Board that the 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.

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PREPARED BY: Senior Administrative Council  
PRESENTED BY: John Crocco, Director of Education  
RECOMMENDED BY: John Crocco, Director of Education  
DATE: November 8<sup>th</sup>, 2011

#### **Attachment**

*Appendix A – Excerpt from the Approved Minutes of the Board Meeting of the Niagara Catholic District School Board – Tuesday, May 26<sup>th</sup>, 2009*

## APPENDIX A

# EXCERPT FROM THE APPROVED MINUTES OF THE BOARD MEETING OF THE NIAGARA CATHOLIC DISTRICT SCHOOL BOARD TUESDAY, MAY 26, 2009

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Minutes of the Meeting of the Niagara Catholic District School Board, held on Tuesday, May 26, 2009, at 7:00 p.m. in the Father Kenneth Burns csc Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

### C. COMMITTEE AND STAFF REPORTS

#### 6. Pupil Accommodation Review - Senior Staff Follow-up Report and Recommendations

Director Crocco presented the Pupil Accommodation Review - Senior Staff Follow-up Report and Recommendations.

Moved by Trustee Nieuwesteeg

Seconded by Trustee Dekker

**THAT** the Niagara Catholic District School Board in accordance with the Board approved Niagara Catholic Pupil Accommodation Review Schedule for 2008-2009 the *Senior Staff Follow-Up Report and Recommendations on Pupil Accommodation Review for Niagara Falls Elementary, St. Catharines Elementary and St. Catharines Secondary*, be received.

**THAT** following recommendations by Senior Staff as provided in the *Senior Staff Follow-Up Report and Recommendations on Pupil Accommodation Review for Niagara Falls Elementary, St. Catharines Elementary and St. Catharines Secondary* be received and considered for approval at the May 26<sup>th</sup>, 2009 Board Meeting;

**CARRIED**

Moved by Trustee Nieuwesteeg

Seconded by Trustee Dekker

**THAT**, St. Joseph Catholic Elementary School be closed by September 2010 with St. Joseph students relocated through the Attendance Area process to St. Mary, St. Patrick and Father Hennepin Catholic Elementary Schools.

**CARRIED**

Moved by Trustee Fera

Seconded by Trustee Charbonneau

**THAT**, no sooner than September 2012 and subject to Ministry of Education funding and approval for a new school in the Warren Woods Estate and for an addition and renovations to Our Lady of Mount Carmel Catholic Elementary School, the closure of St. Thomas More Catholic Elementary School with the students relocated to Our Lady of Mount Carmel Catholic Elementary School.

**CARRIED**

Moved by Trustee Scalzi

Seconded by Trustee Fera

**THAT**, over the next five years Senior Staff will monitor student population growth, projections, location and accommodation data in the southern portion of the City of Niagara Falls and if required, apply to the Ministry of Education for capital funding for a new elementary school in the Warren Woods Estate of Niagara Falls.

**CARRIED**

Moved by Trustee Fera  
Seconded by Trustee Dekker

**THAT**, a Niagara Falls Elementary and Secondary Ad Hoc Attendance Area Review Committee of the Board be established in September 2009 to review the attendance boundaries for all elementary and secondary schools in Niagara Falls. According to the Board's Attendance Area Policy 301.3, the mandate of the committee will be to recommend to the Board stability within all attendance areas while maximizing facility utilization of all elementary and secondary schools in Niagara Falls.

**CARRIED**

Moved by Trustee Crole  
Seconded by Trustee Charbonneau

**THAT**, Senior Staff will continue to monitor the possibility of closing Michael J. Brennan Catholic Elementary School and that Senior Staff will bring a report to the Board no later than September 2012.

**CARRIED**

Moved by Trustee Dekker  
Seconded by Trustee Crole

**THAT**, Our Lady of Fatima Catholic Elementary School not be consolidated at this time subject to the Ad Hoc Attendance Area Review process and recommendations and that Senior Staff continues to monitor enrolment and report back to the Board no later than September 2012.

**CARRIED**

Trustees discussed the wording of motion regarding the proposed closure of St. Nicholas Catholic Elementary School. Trustee Burtnik handed over the role of the Chair in order to make an amendment to the motion. Trustees discussed the amendment to the motion and proposed friendly amendments in order to reflect the wishes of the Board.

Moved by Trustee Dekker  
Seconded by Trustee Scalzi

**THAT**, no sooner than September 2012, the closure of St. Nicholas Catholic Elementary School with students relocated through the Attendance Area process to Mother Teresa, St. Alfred, St. Anthony, St. Christopher and St. Denis Catholic Elementary Schools unless an approved joint venture is confirmed between the Niagara Catholic District School Board and a coterminous District School Board, with community partners to provide appropriate property in the downtown core, and the Ministry of Education to provide confirmed funding and approval for a new downtown elementary school.

**NOT VOTED ON**

**AMENDED MOTION**

Moved by Trustee Burtnik  
Seconded by Trustee Scalzi

**THAT**, not later than September 2012, a report be brought to the Board on the closure of St. Nicholas Catholic Elementary School which would occur no sooner than September 2012, The report will include recommendations on student relocation through the Attendance Area process. The Board will pursue all avenues for a joint venture school with community partners and the Ministry of Education to provide confirmed funding and approval for a new downtown elementary school.

**CARRIED**

Moved by Trustee Charbonneau  
Seconded by Trustee Nieuwesteeg

**THAT**, a St. Catharines Elementary and Secondary Ad Hoc Attendance Area Review Committee of the Board be established in September 2009 to review the attendance boundaries for all elementary and secondary schools in St. Catharines. According to the Board's Attendance Area Policy 301.3, the mandate of the committee will be to recommend to the Board stability within all attendance areas while maximizing facility utilization of all elementary and secondary schools in St. Catharines.

**CARRIED**



Moved by Trustee Crole  
Seconded by Trustee Belcastro

**THAT**, the Board maintains all three Catholic secondary schools in St. Catharines and monitors the accommodation and utilization of all three Catholic secondary school facilities over the next five years.

**CARRIED**

Moved by Trustee Crole  
Seconded by Trustee Charbonneau

**THAT**, Senior Staff will continue to apply to the Ministry of Education for additional funding and to identify other sources of funding in order to provide facility plant upgrades to St. Francis Catholic Secondary School.

**CARRIED**

Moved by Trustee Belcastro  
Seconded by Trustee Scalzi

**THAT**, Catholic Secondary Schools in St. Catharines will continue to have the opportunity to implement specialized programs providing sufficient student enrolment and Ministry of Education funding and approval.


**CARRIED**

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Minutes of the Meeting of the Niagara Catholic District School Board held on **May 26, 2009**.

Approved on the **16<sup>th</sup>** day of **June 2009**.

  
\_\_\_\_\_  
Kathy Burtnik  
Chairperson of the Board

  
\_\_\_\_\_  
John Crocco  
Director of Education/Secretary -Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
NOVEMBER 22, 2011**

***PUBLIC SESSION***

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

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**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.



*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.*

## 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 2<sup>nd</sup> 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  
NOVEMBER 22, 2011**

***PUBLIC SESSION***

**TOPIC: 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**

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**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 8, 2011, as presented.





*“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.”*

**UNAPPROVED 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**

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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  
NOVEMBER 22, 2011**

***PUBLIC SESSION***

**TOPIC: MINISTER OF EDUCATION LAUREL BROTEN VISIT TO  
NIAGARA CATHOLIC**

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The report on the  
Minister of Education Laurel Broten Visit to Niagara Catholic  
is presented for information.

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Prepared by: John Crocco, Director of Education  
Presented by: John Crocco, Director of Education  
Date: November 22, 2011



Ontario Catholic School  
Trustees' Association

## Minister Broten Applauds Inclusive and Welcoming Niagara Catholic Schools

*Expert from OCSTA Website – Good News Blog – November 11, 2011*



*Minister of Education, the Hon. Laurel Broten; Kim Craitor, MPP - Niagara Falls; Catholic CDSB Chair, Kathy Burtnik, and; Director of Education, John Crocco.*

Niagara Catholic was pleased to welcome the Hon. Laurel Broten, Ontario's new Minister of Education, to Saint Paul Catholic High School in Niagara Falls on Thursday, November 10.

Minister Broten was joined by local elected officials, Niagara Catholic Board Chair Kathy Burtnik, Director of Education, John Crocco and members of Senior Staff for the visit. While at Saint Paul, she and other invited guests enjoyed a lunch prepared by students in Saint Paul's Specialist High Skills Major Culinary Arts Program before the official program began.

During her visit, Minister Broten noted that when people feel welcome, included and treated with respect, they will succeed. She also said she makes a point of seeing "whose voice is not at that table," at events, so she can determine whose voice is not being heard.

"That's whose perspective I want to bring to the table," she said."

Minister Broten's visit took place just prior to the start of Bullying Awareness and Prevention Week, which runs November 13-19. During her visit, Minister Broten formally recognized Saint Paul Catholic High School and St. Philomena Catholic Elementary School for receiving a Premier's Safe School Award.

Each school has a very strong Safe School Team, and strives to create innovative ways to promote a safe environment, welcoming atmosphere and feeling of inclusiveness to all who enter.



St. Philomena's anti-bullying programs include a Peace Garden, Peaceful Playground Rules and the St. Philomena Peace Pledge, which is recited every morning, following the morning prayer.

Saint Paul Catholic High School's anti-bullying initiatives during the 2010-2011 school year included the adoption of the "Love is Louder" campaign, and the creation of a song and video aimed at bullying prevention. The 2011 song and video was released during Minister Broten's visit.

## Schools awarded for safety



**Schools awarded for safety.** Provincial Minister of Education Laurel Broten, left, presents Saint Paul students Katie Wyslocky and Sharly Chan with the Premier's Safe School Award Thursday, Nov. 10. Wyslocky and Chan accepted the award on behalf of the Social Climate Committee at Saint Paul Catholic High School. The committee's efforts to promote inclusiveness and efforts to prevent bullying through innovative means such as a music video produced by students made the school a "welcoming place," Broten said. *RICHARD HUTTON/STAFF PHOTO*

### Richard Hutton, staff

November 11, 2011

Sometimes, doing the right thing means leaving one's comfort zone.

And that's just what newly minted Minister of Education Laurel Broten told a student assembly at Saint Paul Catholic High School to do Thursday as the school continues to promote the creation of a safe place within the walls of the Windemere Road school.

"It's each of our responsibility to push beyond our comfort zone. We need to take what we are talking about, what we are learning here into the community," Broten said as she prepared to present the school's Social Climate Committee with the Premier's Safe School Award, one of just 10 such awards being handed out across the province. The awards recognize safe school teams who have worked to bring positive change by promoting safe and inclusive classrooms.

"We need to take what we are talking about, what we are learning here into the locker room at the hockey arena. We need to take what we are talking about, what we are learning here into the parties we might be at on a Friday night.

"That's the challenge we have ahead of us."

Saint Paul's Social Climate committee has been instrumental in getting an anti-bullying message out across the school. At the assembly, the group for the first time aired a music video created by and featuring a song entirely written by students. Called Speak Up, Speak Out, the song is played every morning at the school.

"Members of your team did just that," Broten said.

Katie Wyslocky, a member of the committee said when she came to the committee she felt she had no voice.

"It gave me a voice," Wyslocky said. "It enabled me to speak out against bullying."

She said she hopes that with the work of students such as those on the committee, that bullying could become a thing of the past.

"I believe in a world without bullies," Wyslocky said. "It can only be achieved if we stand up and speak out."

The recognition came just prior to the start of Bullying Awareness and Prevention Week, which runs Nov. 13-19.

"It's the student body which drives our initiatives," Saint Paul principal Jeff Smith said. "The Safe Schools teams prompt students to talk to someone."

Smith said when he sees the work being done by the committee and how it has had an impact at the school, he is reminded of the words of Mother Teresa.

"The good you do today may be forgotten tomorrow," Smith quoted. "Do good anyway."

Niagara Catholic District School Board Chair Kathy Burtnik reminded the students that the school is more than the building, it is a community.

"I am always greeted by smiles," Burtnik said. "You are a community, 1,000 Saint Paul Patriots. You are the reason we do what we we do every day."

Like Broten, she reminded the students to carry their safe schools concepts into the community as a whole.

"It doesn't stop here at Saint Paul," she said.

Other schools in Niagara which were receiving the same honour included Grimsby Secondary School, Eastdale Secondary School in Welland and St. Philomena Catholic Elementary School in Fort Erie.

St. Philomena, a sister school to Saint Paul, was lauded for programs such as its Peer Buddy program which pairs junior kindergarten and senior kindergarten students with Grade 8 students while Grimsby Secondary was cited for its Beyond the Hurt initiative. Eastdale, meanwhile, was recognized for its Love is Louder and Day of Silence campaigns.

## Minister gives students award for speaking out against bullying

Posted 12 hours ago

It's all about getting the message out about bullying.

St. Paul Catholic High School in Niagara Falls and St. Philomena Catholic Elementary School in Fort Erie, have done such an exemplary job of getting the message out that their efforts have been recognized by the Minister of Education.

"You should be very proud of yourself," Laurel Broten, Ontario's newly appointed minister of education, told students and teachers at a special assembly Thursday at St. Paul High School. The minister thanked both schools for the great work they have done to create safe and caring school environments.

The two schools were among 10 Ontario schools honoured by the province with the Premier's Safe Schools Award, which was introduced this year.

The visit came a few days before the start of Bullying Prevention Week in Ontario.

Broten, the mother of twin boys who recently started Grade 1, said that as a parent she knows how important it is for every student to have a safe and supportive learning environment because it helps them succeed at school.

"It's hard to concentrate on school work and getting good grades if you are worried about being bullied, if you are worried about what is being said about you, if you are worried about the text messages that are being sent to you that are making you feel unsafe."

Broten said the work that needs to be done cannot be accomplished by one person alone. Students need to get together at their schools and to deliver the message that bullying should not be tolerated.

She said each individual can make a difference if they take the messages they have learned and share them when they are at home, in the locker-room or at a party.

"I want to say thank you for the work you have been doing at your schools and want to encourage you to keep doing that work in the years ahead," said Broten. "Keep looking for new ways to continue to strengthen the climate in the school, break down barriers, break down violence and continue to reach out to those who are furthest away from the group of you who are already doing this work."

St. Paul teachers Patrick Chalmers and Matthew Miani, moderators of the social climate (safe schools) committee, said everyone at the school has worked together to foster an environment that is safe.

The students also put together a video called Speak Up — Speak Out to help get their message out about bullying.

"Our committee started with teachers, but once we got the students on board it just took off," said Miani. "We have other schools that are looking in our direction to get some answers on how they can attack the issue of bullying. It has given our students a voice."

Chalmers said it was an honour to receive the award and have the Minister of Education visit the school and the best part is that it draws attention to the cause of bullying.

"You can't open up a newspaper without reading about another student committing suicide. This helps to spread the message."

tricciuto@nfreview.com



**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
NOVEMBER 22, 2011**

***PUBLIC SESSION***

**TOPIC: EXTENDED OVERNIGHT FIELD TRIP, EXCURSION  
AND EXCHANGE APPROVAL COMMITTEE**

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The report on the Extended Overnight Field Trip,  
Excursion and Exchange Approval Committee  
is presented for information.

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Prepared by: Mark Lefebvre, Superintendent of Education  
Presented by: Mark Lefebvre, Superintendent of Education  
Approved by: John Crocco, Director of Education  
Date: November 22, 2011



NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

## REPORT TO THE BOARD MEETING NOVEMBER 22, 2011

### EXTENDED OVERNIGHT FIELD TRIP, EXCURSION AND EXCHANGE APPROVAL COMMITTEE – 2011-2012

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#### BACKGROUND INFORMATION

The Extended Overnight Field Trip, Excursion and Exchange Approval Committee continues to review proposals for 2011-2012 extended overnight field trips, excursions and exchanges as submitted to date. The composition of the approval Committee is as follows:

1 Supervisory Officer	-	Mark Lefebvre
1 Secondary School Principal	-	Andrew Bartley
1 Secondary School Principal	-	Jeff Smith
1 Education Services Member	-	Mike Sheahan

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

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

An Excursion is defined as follows:

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

Attached to this information report is an Executive Summary of a 2011-2012 Extended Overnight Field Trip as submitted on Tuesday, November 22, 2011.

The report on the Extended Overnight Field Trip, Excursion and Exchange Approval Committee for Tuesday, November 22, 2011 is presented for information.

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Prepared by: Mark Lefebvre, Superintendent of Education  
Presented by: Mark Lefebvre, Superintendent of Education  
Approved by: John Crocco, Director of Education  
Date: Tuesday, November 22, 2011

**EXECUTIVE SUMMARY**

**Appendix A**

**Extended Overnight Field Trip, Excursion and Exchange Committee Approvals – 2011-2012**

School	Type	Approval Required	Destination	Curriculum Unit/Theme	Education Value	Date	Students on Trip	Duration	Cost (Approx)	Transportation
<b>Approved November, 2011</b>										
Lakeshore Catholic	Extended Overnight Field Trip and Excursion	Superintendent and Extended Overnight Field Trip Committee	Dominica	Spiritual and social justice experience. Spiritual and Gospel values will be put into practice.	Encourages students to become collaborative contributors, responsive, global citizens. To become Christian (Catholic) leaders and see the value, rights and sacredness of all people	Wednesday, February 22, 2012 to Friday, March 2, 2012	12 students 2 staff	10 days 9 nights 8 school days	\$1149.51/ student plus \$458.49 additional costs	Air & Coach

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
NOVEMBER 22, 2011**

***PUBLIC SESSION***

**TOPIC: TRUSTEE INFORMATION  
SPOTLIGHT ON NIAGARA CATHOLIC – NOVEMBER 8, 2011**

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# Spotlight

on

## NIAGARA CATHOLIC

*Nurturing Souls & Building Minds*

www.niagaracatholic.ca

November 8, 2011

### 36th Annual Niagara Catholic Pilgrimage Raises \$176,000 for Global Social Justice Projects



*The 36th Annual Niagara Catholic Pilgrimage took place on Sunday, October 23rd. This year, Niagara Catholic staff, students and supporters raised \$176,000 for social justice initiatives around the world. The money raised this year brings the total amount raised since 1975 to nearly \$5.8 million. The funds raised support a diverse range of projects, including the construction of schools, medical clinics, wells and orphanages in many developing nations. More than 4,000 Niagara Catholic staff, students and alumni participated in walks in St. Catharines, Niagara Falls, Welland, Port Colborne and Grimsby. An alphabetical list of each school's Pilgrimage information is provided below.*

#### **Blessed Trinity Catholic Secondary School, Grimsby**

More than 500 students, staff, alumni and supporters raised in excess of \$17,000 for a variety of aid projects in Las Pajas in the Dominican Republic.

#### **Denis Morris Catholic High School, St. Catharines**

Approximately 400 Denis Morris Catholic High School students and staff raised \$18,000 for École Imaculée Conception in Haiti and Wells of Hope in Guatemala.

#### **Holy Cross Catholic Secondary School, St. Catharines**

Approximately 360 students and staff raised \$16,000 for St. Croix Elementary School in Thibeau, Haiti.

#### **St. Francis Catholic Secondary School, St. Catharines**

Approximately 570 students, staff and family members raised more than \$43,000 for St. Marc School in Haiti, Fogquest in Guatemala and the Dominican Canadian Community Development Group (DCCDG).

#### **Lakeshore Catholic High School, Port Colborne**

Close to 350 staff, students, parents and friends raised approximately \$10,000 for St. John's Catholic Elementary School and Grange Seniors' Home in Portsmouth, Dominica.

#### **Notre Dame College School, Welland**

This year, 900 pilgrims raised \$40,000 for the Canadian Catholic Organization for Development and Peace, Yancana Huasy in Lima, Peru, and the DCCDG.

#### **Saint Michael Catholic High School, Niagara Falls**

More than 425 staff, students and parents collected \$15,000 for the Hope for Rwanda Children's Fund.

#### **Saint Paul Catholic High School, Niagara Falls**

Approximately 350 staff, students, alumni and family members raised more than \$17,000 for Saint Paul's sister school, Holy Cross School and Orphanage in Milot, Haiti.

## Trustees Make Present Pupil Accommodation Review Recommendations to Senior Staff

Following an open, transparent and accountable Pupil Accommodation Review, in May 2009 the Niagara Catholic Board of Trustees approved 11 motions, which provided specific direction and decision. These motions were categorized as *Action*, *Monitor* and *Establish or Report*.

Earlier this year, current Trustees were provided with a Pupil Accommodation Review and Attendance Area Review binder, and the Board's Policy 701.2, *Closure of Schools/Accommodation Review Policy*.

Due to a confluence of events, including the uncertainty of the financial climate in Ontario, Canada and around the world which may impact the capital funding available for school boards, during the November 8th meeting the Committee of the Whole recommended to the Board that Senior Administrative Council:

- Continue to implement the May 2009 motions categorized under *Action*, *Monitor* and *Establish*;
- Design and implement a plan to reduce surplus space usage in all facilities and report to the Board on specific strategies utilized;

- Design and implement a plan to reduce cost associated with surplus space in all facilities and report to the Board on the cost reduction;

- Continue to review 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;

- Continue to research all potential school organizational options for the consideration of the Board and;

- 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.

The complete Senior Staff Follow Up Report and Recommendations document can be found in the November 8 agenda online at [niagaracatholic.ca](http://niagaracatholic.ca).

## School Climate Surveys To Go Live November 14

In November and December, Niagara Catholic staff, students and parents will have the opportunity to share their perspective on the social climate in their Catholic elementary or secondary school.

School Climate Surveys are intended to find out about equity and inclusive education and incidents of bullying and harassment in schools.

Six Niagara Catholic schools piloted the Board's draft *School Climate Survey* in the spring. The Board-Wide School Climate Survey is now ready for distribution.

Niagara Catholic's *School Climate Survey* will be available on all school websites from November 14th through December 16th 2011.

## Niagara Catholic Has a Heart for Random Act of Kindness Day



Staff at the Catholic Education Centre were among many members of the Niagara Catholic family who took part in Random Act of Kindness Day on November 4. Throughout the morning, Board staff took part in a blood type clinic and had their blood pressure tested by Niagara Regional Public Health. Many then signed on to become blood donors through the Board's new partnership with Canadian Blood Services. Many Niagara Catholic schools got into the spirit of the event, by making cards and books for people in local hospitals and shelters, and carrying groceries to people's cars, in addition to the small gestures made as a part of their day.

## Mental Health First Aid Training

Niagara Catholic has identified the need for early mental health intervention through the 2011-2012 System Priority Enabling Strategy: *To design a Niagara Catholic Mental Health Support Plan to address the need for increased supports for mental health by June 2012.*

In August 2011, Ken Lococo, a Behavioural Resource Teacher with the Board, took part in a certification course, *Mental Health First Aid for Adults Who Interact with Youth*, funded by the Niagara Student Support Leadership Initiative.

The philosophy of this program is that mental health crises, such as suicide and self-harming, may be avoided through early intervention. Mr. Lococo will provide training for staff during the 2011-2012 school year.

The full report is available in the November 8th agenda at [niagaracatholic.ca](http://niagaracatholic.ca).

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
NOVEMBER 22, 2011**








***PUBLIC SESSION***

**TOPIC: TRUSTEE INFORMATION  
CALENDAR OF EVENTS – DECEMBER 2011**

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# December 2011

SUN MON TUE WED THU FRI SAT

	SUN	MON	TUE	WED	THU	FRI	SAT
					1	2	3
4 2nd Sunday of Advent 	5 3rd Sunday of Advent 	6 4th Sunday of Advent 	7 Gr 8 Masses SEAC Meeting	8 Organizational Meeting of the Board & CW	9 Blessing of OLV	10 Admin, Trustee & Parish Priest luncheon	11 Human Rights Day
12 3rd Sunday of Advent 	13 4th Sunday of Advent 	14 Board Meeting	15 Winter Solstice	16 Admin, Trustee & Parish Priest luncheon	17 Winter Solstice	18 Board Meeting	19 Winter Solstice
20 3rd Sunday of Advent 	21 4th Sunday of Advent 	22 Boxing Day	23 Boxing Day	24 Boxing Day	25 Christmas	26 Boxing Day	27 Boxing Day
28 Boxing Day	29 Boxing Day	30 Boxing Day	31 New Year's Eve				



**Niagara Catholic  
District School Board**

Events posted at  
[niagaracatholic.ca](http://niagaracatholic.ca)



~ Board Christmas Shutdown ~



**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD  
BOARD MEETING  
NOVEMBER 22, 2011**

***PUBLIC SESSION***

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

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**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: November 22, 2011



**REPORT TO THE BOARD MEETING  
NOVEMBER 22<sup>nd</sup>, 2011**

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

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**BACKGROUND INFORMATION**

Trustee Father Paul MacNeil, Chair of the Niagara Catholic Audit Committee submitted the following Notice of Motion regarding the Submission of a Motion to the Ontario Catholic School Trustees Association (OCSTA) for presentation at the December 20<sup>th</sup>, 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.”

**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.

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