



*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

COMMITTEE OF THE WHOLE MEETING

**TUESDAY, NOVEMBER 7, 2017
7:00 P.M.**

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



A. ROUTINE MATTERS

1. Opening Prayer – Trustee Fera -
2. Roll Call -
3. Approval of the Agenda -
4. Declaration of Conflict of Interest -
5. Approval of Minutes of the Committee of the Whole Meeting of October 10, 2017 A5
6. Consent Agenda Items -
 - 6.1 Unapproved Minutes of the Policy Committee Meeting of October 24, 2017 A6.1
 - 6.2 Staff Development Department Professional Development Opportunities A6.2
 - 6.3 Capital Projects Update A6.3
 - 6.4 In Camera Items F1 and F3 -

B. PRESENTATIONS

1. Pilgrimage 2017 B1

C. COMMITTEE AND STAFF REPORTS

1. Teacher of the Blind and Low Vision – Meeting the Unique Educational Needs of Students with Visual Impairments Through Instructional Strategies and Technology C1
2. Committee of the Whole System Priorities and Budget 2017-2018 Update C2
3. Monthly Updates -
 - 3.1 Student Senate Update -
 - 3.2 Senior Staff Good News Update -

D. INFORMATION

1. Trustee Information -
 - 1.1 Spotlight on Niagara Catholic – October 24, 2017 D1.1
 - 1.2 Calendar of Events – November 2017 D1.2
 - 1.3 OCSTA Memorandum - 2018 AGM & Conference Resolutions D1.3

- | | |
|--|------|
| 1.4 Annual Organizational Meeting of the Board – December 5, 2017 – 6:00 p.m. | - |
| 1.5 December Committee of the Whole – December 5, 2017 – 7:00 p.m. | - |
| 1.6 Annual Faith Formation for Priests, Trustees, Administrators & Chaplains – December 13, 2017 | - |
| 1.7 OCSTA 2018 Catholic Trustees Seminar – January 19 & 20, 2018 | D1.7 |

E. OTHER BUSINESS

- | | |
|---|---|
| 1. General Discussion to Plan for Future Action | - |
|---|---|

F. BUSINESS IN CAMERA

G. REPORT ON THE IN CAMERA SESSION

H. ADJOURNMENT

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
NOVEMBER 7, 2017**

PUBLIC SESSION

**TOPIC: MINUTES OF THE COMMITTEE OF THE WHOLE
MEETING OF OCTOBER 10, 2017**

RECOMMENDATION

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of October 10, 2017, as presented.



MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

TUESDAY, OCTOBER 10, 2017

Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, October 10, 2017 in the Father Kenneth Burns c.s.c. Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

The meeting was called to order at 7:03 p.m. by Vice-Chair Burtnik.

A. **ROUTINE MATTERS**

1. **Opening Prayer**

Opening Prayer was led by Trustee Burtnik

2. **Roll Call**

Trustee	Present	Present Electronically	Absent	Excused
Kathy Burtnik	✓			
Maurice Charbonneau		✓		
Frank Fera				✓
Fr. Paul MacNeil	✓			
Ed Nieuwesteeg	✓			
Ted O'Leary	✓			
Dino Sicoli	✓			
Pat Vernal				✓
Student Trustees				
Nico Tripodi	✓			
Hannah Tummillo	✓			

Vice-Chair Burtnik and Chair MacNeil acknowledged and welcomed Pat Rocca, the newest Supervisory Office member of Senior Staff.

The following staff were in attendance:

John Crocco, Director of Education; **Yolanda Baldasaro**, **Ted Farrell**, **Lee Ann Forsyth-Sells**, **Frank Iannantuono**, **Pat Rocca**, Superintendents of Education; **Giancarlo Vetrone**, Superintendent of Business & Financial Services; **Scott Whitwell**, Controller of Facilities Services; **Anna Pisano**, Recording Secretary/Administrative Assistant, Corporate Services & Communications

3. **Approval of the Agenda**

Moved by Trustee Sicoli

THAT the Committee of the Whole approve the Agenda of the Committee of the Whole Meeting of October 10, 2017, as presented.

CARRIED

4. **Declaration of Conflict of Interest**

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

5. **Approval of Minutes of the Committee of the Whole Meeting of September 12, 2017**

Moved by Trustee Nieuwesteeg

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of September 12, 2017, as presented.

CARRIED

6. **Consent Agenda Items**

6.1 **Unapproved Minutes of the Policy Committee Meeting of September 26, 2017**

THAT the Committee of the Whole receive the Unapproved Minutes of the Policy Committee Meeting of September 26, 2017, as presented.

6.2 **Approval of Policies**

6.2.1 **Complaint Resolution Policy (800.3)**

THAT the Policy Committee recommend to the Committee of the Whole approval of the Complaint Resolution Policy (800.3), as presented.

6.2.2 **Education-Based Research Policy (800.5)**

THAT the Policy Committee recommend to the Committee of the Whole approval of the Education-Based Research Policy (800.5), as presented.

6.2.3 **Student Fees Policy (301.11)**

THAT the Policy Committee recommend to the Committee of the Whole approval of the Student Fees Policy (3), as presented.

6.3 **Catholic School Councils Annual Reports and the Niagara Catholic Parent Involvement Committee Annual Report 2016-2017**

Presented for information.

6.4 Parents Reaching Out (PRO) Grants 2017-2018

Presented for information.

6.5 Extended Overnight Field Trip, Excursion and Exchange Committee

Presented for information.

6.6 Staff Development Department Professional Development Opportunities

Presented for information.

6.7 Capital Projects Update

Presented for information.

6.8 In Camera Items F1 and F3

Moved by Trustee O'Leary

THAT the Committee of the Whole adopt consent agenda items.

CARRIED

B. PRESENTATIONS

Nil

C. COMMITTEE AND STAFF REPORTS

1. The Niagara Catholic Board Improvement Plan for Student Achievement and Well-Being (BIPSAW) 2017-2018

Lee Ann Forsyth-Sells, Superintendent of Education presented the Niagara Catholic Board Improvement Plan for Student Achievement and Well-Being 2017-2018 for Trustee information.

Vice-Chair Burtnik expressed appreciation for the report and thanked Student Trustees and Senate for their engagement.

2. Teachers of the Deaf and Hard of Hearing – Providing a Pathway of Technological, Literacy and Numeracy Supports for Students

Yolanda Baldasaro, Superintendent of Education highlighted the Teachers of the Deaf and Hard of Hearing – Providing a Pathway of Technological, Literacy and Numeracy Supports for Students report and introduced Babette Bailey and Tara Formisano, Teachers of the Deaf and Hard of Hearing.

Ms. Bailey and Ms. Formisano showcased their roles and supports for students.

Superintendent Baldasaro, Ms. Bailey and Ms. Formisano answered questions of Trustees.

Vice-Chair Burtnik expressed appreciation for the extra steps taken to reach children that are deaf and hard of hearing.

3. Committee of the Whole System Priorities and Budget 2017-2018 Update

John Crocco, Director of Education along with Senior Administrative Council provided a verbal and visual update on the implementation of the annual Board approved System Priorities and Budget 2017-2018, as of the October Committee of the Whole Meeting.

Director Crocco and Senior Staff answered questions of Trustees.

4. Monthly Updates

4.1 Student Trustees' Update

Nico Tripodi and Hannah Tummillo, Student Trustees, presented a brief verbal update on the current activities of the Student Senate.

4.2 Senior Staff Good News Update

Senior Staff highlights included:

Superintendent Lee Ann Forsyth-Sells

- Director Crocco and Superintendent Forsyth-Sells, attended the Youth Summit- Changing Mindset in a Changing World, held at Brock University on October 10, 2017.

Secondary students from the Niagara Catholic and Durham District School Boards, student trustees, administrators, school and Board staff, parents, the Ontario College of Teachers Manager for the Standards of Practice, Niagara Poverty Reduction Network members, and community partners participated in the summit. The Youth Summit highlighted research findings, showcased youth advocacy curriculum and voice, the intersectionality of cross-curriculum through multi-modal narratives of youth, and responses from educators' and community organizations, focusing on the reduction of systematic barriers to academic achievement and wellness, towards a human rights framework and policy reform in Ontario secondary schools. Britta B. a spoken word artist and arts educator was the keynote speaker and workshops were provided for students, educators and parents.

Both Nico Tripodi and Hannah Tummillo, Student Trustees noted the impressiveness of the Keynote speaker.

Director Crocco

- Outstanding student and staff participation in the annual Grape and Wine Parade with over 200 students and staff taking up the entire block. Holy Cross Catholic Secondary School received an award for their float. It was a great opportunity to showcase in front of thousands of people the spirit and pride of Niagara Catholic.

D. INFORMATION

1. Trustee Information

1.1 Spotlight on Niagara Catholic – September 26, 2017

Director Crocco highlighted the Spotlight on Niagara Catholic – September 26, 2017 issue for Trustees information.

1.2 Calendar of Events – October 2017

Director Crocco presented the October 2017 Calendar of Events for Trustees information and noted the Pilgrimage Sunday on October 29, 2017.

Director Crocco asked that Trustees planning on attending the walk or the Mass to please contact the secondary school.

1.3 OCSTA Information – September 29, 2017

Director Crocco highlighted the OCSTA Information of September 29, 2017.

1.4 Saint Paul Catholic High School Turf Field Blessing & Opening – October 13, 2017 – 11:30 a.m.

Director Crocco highlighted the media advisory and schedule of the Saint Paul Catholic High School Turf Field Blessing & Opening.

Trustees were asked to confirm their attendance with Anna Pisano.

1.5 Director's Inspiration Award – October 19, 2017 – 6:30 p.m.

Director Crocco announced the Director's Inspiration Award will be held at St. Mary of the Assumption in St. Catharines on October 19, 2017 at 6:00 p.m.

Trustees were asked to confirm their attendance with Anna Pisano.

1.6 Knights of Columbus Bishop's Charities Dinner – October 21, 2017

Director Crocco announced the Knights of Columbus Bishop's Charities Dinner will be held on October 21, 2017 and two tables have been reserved for Niagara Catholic District School Board.

Trustees were invited to confirm their attendance with Anna Pisano.

1.7 2018 OCSTA Trustee Award of Merit

Director Crocco informed Trustees that nominations for the 2018 OCSTA Trustee Award of Merit must be received in the OCSTA office by 12:00 p.m. Friday, January 19, 2018.

1.8 2018 OCSTA Student Trustee Alumnus Award

Director Crocco informed Trustees that nominations for the 2018 OCSTA Student Trustee Alumnus Award must be received in the OCSTA office by 12:00 p.m. Friday, January 19, 2018.

1.9 OCSTA Bridge Builders

Director Crocco highlighted the OCSTA memorandum regarding Bridge Builders publication and noted a hard copy was supplied to each Trustee.

E. OTHER BUSINESS

1. General Discussion to Plan for Future Action

- 1.1 Director Crocco informed the Board of the continued implementation of the System Priorities 2017-2018.
- 1.2 Superintendent Vetrone is working with the Auditors for the Financial Statement 2016-2017 report to be presented at the November Committee of the Whole and Board meetings.
- 1.3 Director Crocco reminded Trustees of the meeting of the Ad Hoc Committee – System Scan taking place on Tuesday, October 17, 2017 at 5:00.

F. BUSINESS IN CAMERA

Moved by Trustee Nieuwesteeg

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 Committee of the Whole Meeting at 9:03 p.m. and reconvened at 9:45 p.m.

G. REPORT ON THE IN-CAMERA SESSION

Moved by Trustee Nieuwesteeg

THAT the Committee of the Whole report the motions from the In Camera Session of the Committee of the Whole Meeting of October 10, 2017.

CARRIED

SECTION A: STUDENT TRUSTEES INCLUDED

Moved by Trustee O'Leary

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting - In Camera Session (Section A: Student Trustees Included) held on September 12, 2017, 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 Committee of the Whole Meeting - In Camera Session (Section B: Student Trustees Excluded) held on September 12, 2017, as presented.

CARRIED (Item F3)

Director Crocco announced the recipients of the Director's Inspiration Award.

H. ADJOURNMENT

Moved by Trustee Charbonneau

THAT the October 10, 2017 Committee of the Whole Meeting be adjourned.

CARRIED

This meeting was adjourned at 9:46 p.m.

Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **October 10, 2017.**

Approved on **November 7, 2017.**

Kathy Burtnik
Vice-Chair of the Board

John Crocco
Director of Education/Secretary -Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
NOVEMBER 7, 2017**

PUBLIC SESSION

**TOPIC: UNAPPROVED MINUTES OF THE POLICY COMMITTEE
MEETING OF OCTOBER 24, 2017**

RECOMMENDATION

THAT the Committee of the Whole receive the Unapproved Minutes of the Policy Committee Meeting of October 24, 2017, as presented.



MINUTES OF THE POLICY COMMITTEE MEETING

TUESDAY, OCTOBER 24, 2017

Minutes of the Policy Committee Meeting held on Tuesday, October 24, 2017 at 4:30 p.m. in the Holy Cross Community Room, at the Catholic Education Centre, 427 Rice Road, Welland.

The meeting was called to order at 4:30 p.m. by Policy Committee Chair Vernal.

1. Opening Prayer

The meeting was opened with a prayer by Trustee Sicoli.

2. Attendance

Committee Members	Present	Present Electronically	Absent	Excused
Pat Vernal (Committee Chair)	✓			
Kathy Burtnik				✓
Dino Sicoli	✓			

Student Trustees:

Nico Tripodi

Staff:

John Crocco, Director of Education

Yolanda Baldasaro, Superintendent of Education

Frank Iannantuono, Superintendent of Education/Human Resources

Sherry Morena, Coordinator of Information Management

Anna Pisano, Administrative Assistant, Corporate Services & Communications Department
/Recording Secretary

3. Approval of Agenda

Moved by Trustee Sicoli

THAT the October 24, 2017, Policy Committee Agenda be approved, as presented.

APPROVED

4. Declaration of Conflict of Interest

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

5. Minutes of the Policy Committee Meeting of September 26, 2017

Moved by Trustee Sicoli

THAT the Policy Committee approve the minutes of the Policy Committee Meeting of September 26, 2017, as presented.

APPROVED

6. Policies

ACTION REQUIRED

POLICIES - PRIOR TO VETTING

6.1 Records and Information Management Policy (600.2)

John Crocco, Director of Education/Secretary-Treasurer along with Sherry Morena, Coordinator of Information Management, presented the Records and Information Management Policy (600.2).

The Policy Committee suggested the following amendments:

POLICY STATEMENT

- No amendments

ADMINISTRATIVE PROCEDURES

- No amendments

The Policy Committee requested that the Records and Information Management Policy, be vetted from October 25, 2017 to January 12, 2018 with a recommended deadline for presentation to the Policy Committee in January 2018, for consideration to the Committee of the Whole and Board in February 2018.

6.2 Nutrition Policy (302.7)

Yolanda Baldasaro, Superintendent of Education, presented the Nutrition Policy (302.7).

The Policy Committee suggested the following amendments:

POLICY STATEMENT

- No amendments

ADMINISTRATIVE PROCEDURES

- No amendments

The Policy Committee requested that the Nutrition Policy, be vetted from October 25, 2017 to January 12, 2018 with a recommended deadline for presentation to the Policy Committee in January 2018, for consideration to the Committee of the Whole and Board in February 2018.

6.3 Niagara Catholic Education Award of Distinction Policy (100.7)

Frank Iannantuono, Superintendent of Education, presented the Niagara Catholic Education Award of Distinction Policy (100.7).

The Policy Committee suggested the following amendments:

POLICY STATEMENT

- No amendments

ADMINISTRATIVE PROCEDURES

- Bullet 3 under Criteria add “*Demonstrated*”
- Bullet 4 under Nomination Process remove “*Manager of Corporate Services and Communications Services, who will forward them to the*”
- Bullet 5 under Nomination Process remove “*Manager of Corporate Services and Communications Services*” and add “*Designate*”
- Paragraph 1 under Selection Committee change “*fall*” to “*year*”

The Policy Committee requested that the Niagara Catholic Education Award of Distinction Policy, be vetted from October 25, 2017 to January 12, 2018 with a recommended deadline for presentation to the Policy Committee in January 2018, for consideration to the Committee of the Whole and Board in February 2018.

6.4 Assignment of Principals & Vice-Principals Policy (202.1)

Superintendent Iannantuono, presented the Assignment of Principals & Vice-Principals Policy (202.1).

The Policy Committee suggested the following amendments:

POLICY STATEMENT

- No amendments

ADMINISTRATIVE PROCEDURES

- Page 2 Bullet 9 remove “for information”

The Policy Committee requested that the Assignment of Principals & Vice-Principals Policy, be vetted from October 25, 2017 to January 12, 2018 with a recommended deadline for presentation to the Policy Committee in January 2018, for consideration to the Committee of the Whole and Board in February 2018.

6.5 Employee Attendance During Inclement Weather & Workplace Closure Policy (201.9)

Superintendent Iannantuono, presented the Employee Attendance During Inclement Weather & Workplace Closure Policy (201.9).

The Policy Committee suggested the following amendments:

POLICY STATEMENT

- No amendments

ADMINISTRATIVE PROCEDURES

- No amendments

The Policy Committee requested that the Employee Attendance During Inclement Weather & Workplace Closure Policy, be vetted from October 25, 2017 to January 12, 2018 with a recommended deadline for presentation to the Policy Committee in January 2018, for consideration to the Committee of the Whole and Board in February 2018.

INFORMATION

6.6 Policies Currently Being Vetted to November 8, 2017

- Trustee Code of Conduct Policy (100.12)
- Trustee Expenses & Reimbursement Policy (100.13)

6.7 Policy and Guideline Review 2017-2018 Schedule

Director Crocco presented the Policy and Guideline Review 2017-2018 Schedule.

7. Date of Next Meeting

November 21, 2017 – Start time to be determined and posted on the Board website and agenda cover.

8. Adjournment

The meeting adjourned at 5:30 p.m.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE MEETING
NOVEMBER 7, 2017**

PUBLIC SESSION

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

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

Prepared by: Frank Iannantuono, Superintendent of Education
Anthony Corapi, Coordinator of Staff Development

Presented by: Frank Iannantuono, Superintendent of Education

Approved by: John Crocco, Director of Education/Secretary-Treasurer

Date: November 7, 2017



REPORT TO THE COMMITTEE OF THE WHOLE MEETING NOVEMBER 7, 2017

STAFF DEVELOPMENT DEPARTMENT PROFESSIONAL DEVELOPMENT OPPORTUNITIES

BACKGROUND INFORMATION

In alignment with the Board's Vision 2020 Strategic Plan and Annual System Priorities, the Department of Staff Development, as an integral aspect of its mandate, acts as the point of co-ordination among various departments. Thus ensuring that all professional development opportunities for staff, both teaching and non-teaching, occur in a seamless fashion so as to minimize disruptions to the myriad services provided within our Niagara Catholic community.

The following is a listing of activities occurring during the period November 7, 2017 through December 5, 2017.

Wednesday, November 8th & Thursday, November 9th, 2017

Applied Suicide Intervention Skills Training (ASIST) (Four Points Sheraton)

- As part of Niagara Catholic's Safe and Accepting Schools initiatives, the Board's Mental Health Strategy, and in alignment with the Board Improvement Plan for Student Achievement and Well-Being (BIPSAW), we are continuing to provide Applied Suicide Intervention Skills Training (ASIST) for staff.
- ASIST is a two-day intensive, interactive, and practice-dominated course designed to help individuals to recognize risk and to learn how to intervene in order to prevent the immediate risk of suicide.

Thursday, November 9, 2017

Leadership Identification Program (Denis Morris Catholic High School)

- The first session 2016 – 2018 cohort of the LIP will focus on the following topics:
- Ontario College of Teachers presentation by Dr. Michael Salvatori, Chief Executive Officer & Registrar.
- Dr. Salvatori's presentation will focus on:
 - o Role of the College in Ontario's publicly funded education system
 - o Professional Advisory - Duty to Report
 - o Ethical decision making
- Niagara Catholic District School Board Policy Activity.
- The LIP candidates will summarize, deconstruct and present the following policies based on the questions:
 - o How does this policy align with the board mission statement?
 - o In one or two sentences...What is the spirit of this policy?
 - o How does this policy align with the Five Core Leadership Capacities, the Competencies and the "Look-Fors" from the Ontario Leadership Framework
 - o As a school leader, what would be your role in implementing this policy?

- Policies to be covered:
 - o Bullying Prevention & Intervention Policy (302.6.8)
 - o Employee Code of Conduct and Ethics Policy (201.11)
 - o Complaint Resolution Policy (800.3)
 - o Educational Field trips (400.2)
 - o Assessment, Evaluation, Reporting and Homework Policy (301.10)
 - o Progressive Student Discipline Policy (302.6.9)

Thursday, November 9, 2017

French - CEFR Regional Meeting (CEC)

- The Ministry of education will provide professional learning related to the CEFR at the provincial, regional and local levels. The focus of the professional learning is to expand awareness and deepen understanding of the CEFR as a tool to inform practice. A webinar and planning session for the CEFR team is being held for the board team.

Wednesday, November 15, 2017

After-School G-Suite/Google Training (Niagara Launch Centre)

- There will be the opportunity for teaching staff to participate in a technology based training to help provide support on how one can leverage the technology we have at Niagara Catholic to help students reach their full potential. This session moves beyond basic Google (G-Suite) and looks at the use of Google Classroom.
- Participants will explore the following topics with respect to Google Classroom.
 - o Creating A Google Classroom
 - o Adding Students
 - o Publishing Announcements
 - o Publishing Assignment
 - o Archiving a Course
 - o Posting in Multiple Classrooms
 - o Posting to individual students

Thursday, November 16, 2017

After School Literacy Workshop – Harnessing the Power of Feedback During Writing Workshop (CEC)

- For Grades 4 to 12. The workshop will focus on using texts to inspire writing and using different forms of feedback to increase the quality of writing.

Friday, November 17, 2017

Professional Activity Day – All Sites

- The primary venue for all elementary and secondary school staff is their home school. Specific employee groups will attend professional development sessions offered by the board.
- The topics of focus of the Professional Activity day is:
 - o Kindergarten teachers/ECE teams: ½ PA day: Inquiry-based learning and pedagogical assessment documentation strategies for Kindergarten teacher/ECE teams.
 - o Grades 1-12 teachers: ½ PA day: Topic to be decided by board/federation PD committees and be aligned with ministry priorities, such as mathematics, inquiry-based/experiential learning and/or assessment documentation and/or equity.
 - o Implementing activities related to assistive technologies, differentiated instruction, Universal Design for Learning, and professional learning technologies.
 - o **MORNING AGENDA**
 - Welcome & Prayer
 - Circle Activity to engage in reflection on the viewing of *Most Likely To Succeed* from October 6, 2017 PA Day (Question: After viewing *Most Likely To Succeed*, what are you doing differently in your Catholic school and how will this be incorporated into your improvement plan?)

- Review “About” Activity from October 6, 2017 PA Day
- Review School Improvement Plan for Student Achievement and Well-Being
- **AFTERNOON AGENDA**
 - Resources to support the professional learning will be provided to all schools via Google Drive (shared folder).
 - Mathematics (see details below about specific workshops)
 - Inquiry-based/play-based/experiential learning
 - Assessment and documentation
 - Equity, inclusive education and diversity
 - Assistive technologies
 - Differentiated instruction and assessment
 - Universal Design for Learning
 - Professional learning technologies

Thursday, November 23, 2017

New Teacher Induction Program (Holiday Inn Parkway Conference Centre)

- NTIP Protégés and Mentors will participate in a full-day Assessment, Evaluation and Reporting (AER) session designed to developing deep understanding of essential concepts with respect to:
 - Assessment, evaluation, and reporting (AER) form a repeated cycle in education. Each phase in the cycle has a different purpose and audience
 - The purposes of AER have changed over time, reflecting changes in societal expectations of schools, as well as evolution in learning and measurement theories
 - The purposes of AER determine what assessment practices are considered appropriate and effective
 - In education, effective AER practices must take into consideration the application of accurate/defensible learning measurement principles and also their impact on the whole child, particularly their influence on the child’s learning

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

Prepared by: Frank Iannantuono, Superintendent of Education
Anthony Corapi, Coordinator of Staff Development

Presented by: Frank Iannantuono, Superintendent of Education

Approved by: John Crocco, Director of Education/Secretary-Treasurer

Date: November 7, 2017

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE MEETING
NOVEMBER 7, 2017**

PUBLIC SESSION

TITLE: CAPITAL PROJECTS PROGRESS REPORT UPDATE

The Capital Projects Progress Report Update is presented for information.

Prepared by: Scott Whitwell, Controller of Facilities Services
Presented by: Scott Whitwell, Controller of Facilities Services
Approved by: John Crocco, Director of Education/Secretary-Treasurer
Date: November 7, 2017



**REPORT TO THE COMMITTEE OF THE WHOLE MEETING
NOVEMBER 7, 2017
CAPITAL PROJECTS PROGRESS REPORT UPDATE**

BACKGROUND INFORMATION

Individual progress reports for capital projects are presented as follows:

In Progress

NEW BUILD

Appendix A

St. Martin Catholic Elementary School

ADDITIONS

Appendix B

Our Lady of Fatima (G) Catholic Elementary School

The Capital Projects Progress Report Update is presented for information.

Prepared by: Scott Whitwell, Controller of Facilities Services

Presented by: Scott Whitwell, Controller of Facilities Services

Approved by: John Crocco, Director of Education/Secretary-Treasurer

Date: November 7, 2017



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
NOVEMBER 7, 2017**

APPENDIX A

ST. MARTIN CATHOLIC ELEMENTARY SCHOOL

Scope of Project:

Design and construction of a replacement school and child care centre on a new site.

Current Status: The new St. Martin Catholic Elementary School opened on September 5, 2017. Deficiency repairs are underway.



Project Information:

New Area to be Constructed	44,067	sq. ft.
Existing Area to be Renovated		sq. ft.
Total New Facility Area	44,067	sq. ft.
Total Site Area	6	acres
Pupil Places Added	115	students
New Facility Capacity	454	students

Project Funding:

Capital Priorities	9,910,289
	<u>\$9,910,289</u>

Project Costs:

	Budget	Paid
Construction Contract	7,734,824	7,468,225
Fees & Disbursements	937,360	980,949
Furniture & Equipment	260,917	38,037
Other Project Costs	977,188	506,181
	<u>\$9,910,289</u>	<u>\$8,993,392</u>

Project Timelines:

	<u>Scheduled Completion</u>	<u>Actual Completion</u>
Funding Approval	July 7, 2011	July 7, 2011
Ministry Approval (space)	December 2011	February 14, 2012
Architect Selection	January 30, 2012	March 22, 2012
Design Development	March 2012	October 2013
Contract Documents	January 2014	Feb 2014
Tender & Approvals (re-design)	Summer/Fall 2015	October 2015
Ministry Approval (cost - revised)	Summer/Fall 2015	November 2015
Ground Breaking Date	December 2015	December 9, 2015
Construction Start	December 2015	August 28, 2017
Occupancy	September 2017	September 5, 2017
Official Opening & Blessing	TBD	

Project Team:

Architect	MMMC Inc. Architects
General Contractor	Brouwer Construction
Project Manager	Anthony Ferrara
Superintendent	Pat Rocca
Principal	Chris Zanuttini



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
NOVEMBER 7, 2017**

APPENDIX B

OUR LADY OF FATIMA (G) CATHOLIC ELEMENTARY SCHOOL

Scope of Project: Design and construction of a 6 classroom/3 child care room addition.

Current Status: Electrical and plumbing work continues. It is estimated that the building will be weather tight by the end of November.

Project Information:

New Area to be Constructed	14,974	sq. ft.
Pupil Places Added	138	students
New Facility Capacity	541	students



Project Funding:

Capital Priorities	2,997,890
Child Care	1,527,338
	\$4,525,228

Project Costs:

	Budget	Paid
Construction Contract	3,448,000	1,116,740
Fees & Disbursements	336,600	281,191
Other Project Costs	740,628	33,933
	\$4,525,228	\$1,431,864

Project Timelines:

	Scheduled Completion	Actual Completion
Funding Approval	November 9, 2015	November 9, 2015
Ministry Approval (space)		
Architect Selection	April 18, 2016	June 30, 2016
Design Development	August 2016	December 2016
Contract Documents	January 2017	February 2017
Tender & Approvals	February 2017	April 2017
Ministry Approval (cost)	March 2017	March 2017
Ground Breaking Date	March 2017	June 2017
Construction Start	March 2017	May 2017
Occupancy	December 2017	
Official Opening & Blessing	January 2018	

Project Team:

Architect	Svedas Architects Inc.
General Contractor	Brouwer Construction Ltd.
Project Manager	Tunde Labbancz
Superintendent	Pat Rocca
Principal	Brian Palujanskas

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE MEETING
NOVEMBER 7, 2017**

PUBLIC SESSION

TITLE: PILGRIMAGE SUNDAY 2017

Prepared by: Ted Farrell, Superintendent of Education
Lidia Di Lorenzo, Religion and Family Life Consultant

Presented by: Ted Farrell, Superintendent of Education
Lidia Di Lorenzo, Religion and Family Life Consultant

Approved by: John Crocco, Director of Education/Secretary-Treasurer

Date: November 7, 2017



PRESENTATION BACKGROUND

Committee of the Whole Meeting
November 7, 2017

PILGRIMAGE SUNDAY 2017

On Sunday, October 29, 2017, approximately 3,450 Niagara Catholic students, staff, trustees, alumni, parents and community members pilgrimaged through the streets of the Niagara Region in the 42nd Niagara Catholic Pilgrimage as they visually demonstrated the charisms and virtues of our Catholic schools. This Niagara Catholic tradition demonstrates the work of the Holy Spirit bringing hope, faith and love to God's children. This year's Catholic Education Week theme of *Renewing the Promise* as explained by Brian O'Sullivan, Director of Catholic Education of the Ontario Catholic Trustees' Association, is exemplified by this tradition. "*Renewing the Promise* speaks of the unique mission of Ontario Catholic education, the importance of its shared leadership by all those involved in Catholic education and the critical role of Catholic education in contemporary society" The Niagara Catholic 2017 Pilgrimage did just that.

Through the support of leaders at all levels of our Catholic school system the students of our Niagara Catholic Family, through this year's Pilgrimage, raised over \$160,000 for developing countries around the world. Their Catholic Education has afforded them the opportunity to show their love for their brothers and sisters in Christ. Sacrificing their time and energy and collecting money for those in need, our students strive to meet the needs of our ever changing world.

As in the past, social media and print communication was used to evangelize. Communication through Twitter, Facebook, Instagram and our local newspapers promoted and celebrated this year's pilgrimage. News of the money our Niagara Catholic students raised and the causes they supported quickly spread throughout the Niagara Region.

Blessed Trinity Catholic Secondary School

In the gospel, Jesus gives us two great commandments, love of God and love of neighbour. Pilgrimage Sunday began with Bishop Bergie celebrating mass with the Blessed Trinity Community in our gymnasium. In his homily, he emphasised that our Pilgrimage fulfils these commandments and consequently, this walk has purpose. We are united in faith, drawn together in a common mission, to help our brothers and sisters in the Dominican Republic. Our theme, "Two Families, One World" reminds us that we are all children of God, called to love and serve those less fortunate around the world. This year marks the 15th annual Pilgrimage through the streets of Grimsby where 430 participants raised a record \$20,000. We are proud that our students, in solidarity with all the students of Niagara Catholic, brought the gospel to life through this event.

Holy Cross Catholic Secondary School

This year's theme "The Future Is In the Hands of You and Me" focused on the power of the individual to choose a more just future. On Sunday October 29th, 160 Raiders confidently walked forward toward that very goal of creating substantial change in a broken world. Holy Cross Catholic Secondary School continued our longstanding tradition of supporting our sisters and brothers in the Global South through our annual Pilgrimage in support of Haiti. With our dollars, and the grassroots work of Holy Cross Sisters and Fathers in Haiti, we support the children of Regina Assumpta Elementary and Secondary Schools and the children of Holy Cross Elementary School in Thibeau, Haiti. Additionally, our funds support housing, food and medical aid for those who are in desperate need. Through our investment in long term social justice projects, we continue to build sustainable change that affirms the dignity and worth of those we serve.

Saint Francis Catholic Secondary School

On Sunday, 308 Phoenix gathered, joined by 30 staff and parents to begin our day with a short prayer service and messages of encouragement and thanks from Haiti. We set out despite the grey skies and drizzling rain to show that our theme of "Where is the Love?" was not an empty question, but a call to action. \$31,000 have already been raised to support Marie Immaculee School and Porte du Ciel Orphanage in Haiti, the Centro d'Esperanza in Guatemala, Fog Quest in Guatemala, and the Dominican Canadian Organic Farming project in the Dominican Republic. The downtown loop was a wonderful symbol of all three schools walking in solidarity before returning to market square for a simple lunch and signing of the pilgrimage crosses.

Denis Morris Catholic High School

There were 475 students and staff members who gathered Sunday morning and walked their 24th Pilgrimage in the spirit of Pope Francis recognizing and exemplifying that "Mercy is not easy... It requires courage." They walked throughout the city streets to the Market Square where they celebrated a beautiful mass alongside their friends from Holy Cross Catholic and Saint Francis Catholic. This year Denis Morris Catholic raised over \$15,000. These proceeds will be shared among L'Ecole Imaculee Conception in Pilate, Haiti, the Wells of Hope Projects in the Jalapa region of Guatemala, and a variety of local charities.

Note: Pilgrims from the three St. Catharines' Catholic secondary schools met downtown at the Market Square to participate in the annual Pilgrimage Mass, this year celebrated by Father Michael Prieur, assisted by Deacon Brian Prieur, where Fr. Michael Prieur challenged us to reflect on the value of every life, as he recalled the ministry of the late Fr. Trevor Plug.

Saint Paul Catholic High School

On Sunday, October 29, 2017, approximately 340 Saint Paul Catholic High School students and staff, under the leadership of the School's Chaplain, Patricia Morgetano, teacher, Ms. Joanne Santini and the Pilgrimage committee collected \$16,000 for the students at 'Ste. Croix de Milot' in Milot, Haiti. The theme song, "Where is the Love?", which was played every morning before announcements, reminded students that even though we are miles apart, our love for them is still strong and we will continue to do our part to assist them.

Saint Michael Catholic High School

This year, 452 Saint Michael Catholic Mustangs walked together in solidarity with our brothers and sisters in Rwanda. Our Mustangs raised \$21,000 to support the Hope for Rwanda's Children fund. The money goes towards scholarship support for the survivors of the Rwandan genocide and their families. Our theme this year was "Walk On", a call to continue to "walk the walk" no matter the challenges we face in doing so. This year our student-led Pilgrimage committee designed and presented a kick off assembly that featured a dramatic presentation, a Family-Feud style game with teachers and students, a live cover of U2's Walk On song and even a dance-off between Mikey the Mustang and Pat the Patriot.

On Pilgrimage Sunday, the weather was damp and cold but our spirits were high. Our day began with Father Jay Comerford celebrating Mass with us and then together with Saint Paul Catholic, the Pilgrims made their way through the streets of Niagara Falls. A highlight of this year's route was the use of a large stretch of the newly constructed Millennium Trail through Niagara Falls. We were thrilled with the positive response and tremendous support that we received from our community.

Note: The Pilgrimage Committees of Saint Paul Catholic High School and Saint Michael Catholic High School take turns hosting and organizing the Mass and Pilgrimage route through the streets of Niagara Falls. These schools join together to promote justice and witness solidarity to the residents and tourists. This year, Saint Michael Catholic hosted and all pilgrims began the day with a liturgy. Both schools featured the gifts and talents of student cantors, musicians, and a student choir.

Notre Dame College School

Approximately 900 students, staff, parents and alumni walked fourteen kilometres from Notre Dame Catholic to the Forkes Rd. Bridge in Dain City and back for our sacred Eucharist and candlelight prayer at 1 p.m.. The theme of Notre Dame's 42nd annual Pilgrimage for the Developing World was 'Balancing the Scales of Justice'. Grade level assemblies during the first week of October focused on the Catholic Social Teachings of Solidarity, Common Good, Dignity of the Human Person, Dignity of Work and a Preferential Option for the Poor. The message is that if all of us actively live these teachings every day, we would enjoy a more balanced world filled with justice. The \$38,000 raised will once again be divided between Development and Peace (D&P), Yancana Huasy in Lima, Peru, and the Dominican Canadian Community Development Group. Rev. Jim Mulligan, C.S.C. (founder of the NCDSB Pilgrimage) celebrated Mass. Rev. Gerald Cormier, C.S.C. (visiting from his home base in Haiti) concelebrated.

Lakeshore Catholic High School

Lakeshore Catholic's theme this year was 'Walk of Champions'. Over 200 Gator students and staff began the day with mass celebrated by Father Patrick Gilmurray. They walked through Port Colborne's streets and the Friendship Trail to raise money for their brothers and sisters in Dominica. The \$10,000 raised will support St. John's Elementary School, CALLS Alternative Learning Centre, Portsmouth Public Library, and CARE Distribution Centre.

As part of this report to the November Committee of the Whole a visual presentation by students and staff will be presented.

Prepared by: Ted Farrell, Superintendent of Education
Lidia Di Lorenzo, Religion and Family Life Consultant

Presented by: Ted Farrell, Superintendent of Education
Lidia Di Lorenzo, Religion and Family Life Consultant

Approved by: John Crocco, Director of Education/Secretary-Treasurer

Date: November 7, 2017

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE MEETING
NOVEMBER 7, 2017**

PUBLIC SESSION

**TITLE: TEACHER OF THE BLIND AND LOW VISION – MEETING
THE UNIQUE EDUCATIONAL NEEDS OF STUDENTS WITH
VISUAL IMPAIRMENTS THROUGH INSTRUCTIONAL
STRATEGIES AND TECHNOLOGY**

Teacher of the Blind and Low Vision – Meeting the Unique Educational Needs of
Students with Visual Impairments Through Instructional Strategies and Technology
report is presented for information.

Prepared by: Pat Rocca, Superintendent of Education
Carole Vanderlee, Teacher of the Blind and Low Vision

Presented by: Pat Rocca, Superintendent of Education
Carole Vanderlee, Teacher of the Blind and Low Vision

Approved by: John Crocco, Director of Education/Secretary-Treasurer

Date: November 7, 2017



REPORT TO THE COMMITTEE OF THE WHOLE NOVEMBER 7, 2017

TEACHER OF THE BLIND AND LOW VISION – MEETING THE UNIQUE EDUCATIONAL NEEDS OF STUDENTS WITH VISUAL IMPAIRMENTS THROUGH INSTRUCTIONAL STRATEGIES AND TECHNOLOGY

BACKGROUND INFORMATION

The role of the Teacher of the Blind and Low Vision directly aligns with the Ministry of Education goal of Ensuring Equity and the Niagara Catholic Vision 2020 Strategic Direction “To advance student achievement for all”.

The Teacher of the Blind and Low Vision directly support students within their home schools to learn essential skills to successfully access the Ontario curriculum.

Nearly 80% of all learning is visual. This presents a unique challenge for students who are visually impaired. Students with visual impairments require direct instruction in literacy, visual efficiency, accessing the curriculum and require educational interventions that are beneficial to students in the educational setting. In addition to the core curriculum, students with visual impairments require instruction in a unique set of skills-The Expanded Core Curriculum. Intervention from the Teacher of the Blind and Low Vision is necessary to provide direct instruction in this area.

Assessment drives programming. In collaboration with the classroom teachers, Educational Resource Teachers and support staff, the Teacher of the Blind and Low Vision provides assessments unique to students with visual impairments to assist with programming to access the curriculum. Assessments of the students’ functional vision, educational environment, learning media and use of perceptual vision is implemented into the students Individual Educational Plan (IEP) to be used within the classroom environment.

In alignment with the Niagara Catholic District School Board’s Enabling Strategy to “Enhance technology for optimal learning”, students with visual impairments utilize technology within the classroom. Instruction in the use of technology and assistive devices extends throughout a students’ educational career within the Niagara Catholic District School Board. Technology for students with visual impairments provides access to information including the curriculum. Students are given the opportunity to take advantage of educational benefits provided by technology. Students need appropriate instruction provided by the Teacher of the Blind and Low Vision to use assistive and conventional technology effectively and independently. The use of technology is assessed and monitored to meet the changing the needs of the student.

Our Teacher of the Blind and Low Vision, Carole Vanderlee, will showcase the role and supports for students as part of this Committee of the Whole report.

Teacher of the Blind and Low Vision – Meeting the Unique Educational Needs of Students with Visual Impairments Through Instructional Strategies and Technology report is presented for information.

Prepared by: Pat Rocca, Superintendent of Education
Carole Vanderlee, Teacher of the Blind and Low Vision

Presented by: Pat Rocca, Superintendent of Education
Carole Vanderlee, Teacher of the Blind and Low Vision

Approved by: John Crocco, Director of Education/Secretary-Treasurer

Date: November 7, 2017

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE MEETING
NOVEMBER 7, 2017**

PUBLIC SESSION

**TITLE: COMMITTEE OF THE WHOLE SYSTEM PRIORITIES AND
BUDGET 2017-2018 UPDATE**

The Committee of the Whole System Priorities and Budget 2017-2018 update report is presented for information.

Prepared by: John Crocco, Director of Education/Secretary-Treasurer
Senior Administrative Council

Presented by: John Crocco, Director of Education/Secretary-Treasurer
Senior Administrative Council

Approved by: John Crocco, Director of Education/Secretary-Treasurer

Date: November 7, 2017



**REPORT TO THE COMMITTEE OF THE WHOLE
NOVEMBER 7, 2017**

**COMMITTEE OF THE WHOLE SYSTEM PRIORITIES AND BUDGET
2017-2018 UPDATE**

BACKGROUND INFORMATION

At each month's Committee of the Whole meeting, the Director of Education and members of Senior Administrative Council will provide a verbal update on the implementation of the annual Board approved System Priorities and Budget 2017-2018.

This monthly report information, will be provided through a visual presentation.

This monthly report will provide an opportunity for dialogue with the Committee of the Whole on the status of the implementation of the annual System Priorities and Budget.

The Committee of the Whole System Priorities and Budget 2017-2018 update report is presented for information.

Prepared by: John Crocco, Director of Education/Secretary-Treasurer
Senior Administrative Council

Presented by: John Crocco, Director of Education/Secretary-Treasurer
Senior Administrative Council

Approved by: John Crocco, Director of Education/Secretary-Treasurer

Date: November 7, 2017

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
NOVEMBER 7, 2017**

PUBLIC SESSION

**TOPIC: TRUSTEE INFORMATION
SPOTLIGHT ON NIAGARA CATHOLIC – OCTOBER 24, 2017**



October 24, 2017

Policies Approved

Trustees approved three policies during the October 24 Board meeting. The approved, revised *Complaint Resolution Policy (800.3)*, *Education-Based Research Policy (800.5)* and *Student Fees Policy (300.11)* are available in the Policies section of this website.

New Member Appointed to SEAC Committee

Brittani Ali, of the Learning Disabilities Association of Niagara, is the newest member of Niagara Catholic's Special Education Advisory Committee (SEAC).

Ms. Ali's recommendation by the organization was endorsed by trustees at the October 24 Board meeting.

Shining the Spotlight on St. Peter Catholic Elementary School



At each Board meeting, one Catholic elementary or secondary school or site is invited to attend the meeting to share what makes it such an important part of the community it serves.

During the October 24 Board meeting, St. Peter Catholic Elementary School was showcased in the School Excellence Program. Principal Victoria Wegelin was joined by

Kindergarten students Mason Nichols and Evan Pigeau, Grade 3 student Alexa Mlot-Styger and Grade 8 student Emily Slota, as well as Catholic School Council Co-Chair Lydia Morgan, who spoke about what St. Peter Catholic Elementary School means to them.

St. Peter Catholic Elementary School opened in a quiet neighbourhood in the south end of St. Catharines, right below the escarpment. There are currently 263 students from 161 families enrolled at the school.

The presentation began with Principal Wegelin, who brought along Mason and Nichols to show how well students work together. Asked what they learned from working with a

classmate, she smiled and said that they have learned how to collaborate! A huge word – and concept – for our youngest students to successfully grasp!

Principal Wegelin spoke about the close connection students and staff at St. Peter Catholic have with their parish, St. Julia, and also with Monsignor Clutterbuck, their spiritual leader who is a regular and familiar presence in the school, not only for mass and sacraments, but for other celebrations. They strive to find the face of Jesus in everyone they meet, noting that all students are gifts from God to be cherished.

The school adopts many social justice causes during the year, including the Holy Childhood Walk for the Holy Childhood Association, the Terry Fox Run, WE Day charities, Packs of Hope, and also collects non-perishable items for the St. Vincent de Paul Society's various drives throughout the year.



St. Peter Catholic is a member of the Denis Morris Catholic High School Family of Schools, and has a close connection with Denis Morris Catholic. Every grade spends a bit of time at the high school, whether it is for the annual Primary Christmas Party, art classes or the Grade 8 transition activities.

St. Peter Catholic has a strong foundation of faith, academics, athletics, arts and community. Staff strive every day to ensure every student achieves their personal best, and staff are immensely proud when they see former Jaguars visit from Denis Morris Catholic and they see their success.

Students are provided with descriptive feedback from their teachers to assist in their progress, and help guide them to a higher level. Staff also look at the whole child and put a special emphasis on mental health and well-being. The Zones of Regulation concept and restorative circles, which empower students to make express themselves in a safe and nurturing environment.

Alexa spoke about her appreciation for all of the hard work teachers and staff put into masses, celebrations and other events such as masses, and liturgies, as well as into making sure lessons are fun as well as educational. She said the presentations provided to students – such as ones focused on bullying awareness and prevention – help create a kinder school climate for everyone.

She also spoke about the many parents who are actively involved in the school in many ways, from organizing events to putting together nutritious snacks through the SNAC program.

Emily spoke about her pride at being a senior student at the school, and the responsibilities entrusted to the St. Peter Catholic Class of 2018. Students are given

many opportunities to develop their leadership skills, from being the eyes and ears of the school, to being aware that there are many sets of eyes and ears on them during the day.

As co-President of the St. Peter Catholic Student Council, Emily also spoke about the many events and activities the Council plans for students, such as dances and fundraising programs, and about the exciting opportunities she and her classmates have to grow and develop their faith.

Finally, Mrs. Morgan spoke on behalf of Catholic School Council about the many excellent relationship between CSC and St. Peter Catholic staff, putting together programs, fundraising activities and other events, all to benefit the students at St. Peter Catholic Elementary School in a variety of different ways.

Good News!

We've had an incredible first six weeks of the school year! If you haven't done it yet, be sure to check our [Good News](#) section of this website to see great stories on the programs and events taking place in our schools, including a visit from [Premier Kathleen Wynne to the Niagara Launch Centre](#), our [2017 Director's Inspiration Award](#) and some great students from St. Gabriel Lalemant who were the driving force to [turn Niagara Falls blue and green](#) on October 22 for Waste Reduction Week. Then check out the In the News section for media coverage of our schools and students, including [this great one](#) on a student at Sacred Heart Catholic Elementary School who raised more than \$900US for hurricane relief in Florida, which is accessed through the main page.

Follow us!

To ensure you stay connected with Niagara Catholic news and events, please be sure to like us on [Facebook](#) and follow us on [Twitter](#) and [Instagram](#), and check our website often for updates and breaking news. It's the best way to stay in the know. Get elementary and secondary sports information and updates on the [NCAA website](#) and through their [Twitter](#) feed.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
NOVEMBER 7, 2017**

PUBLIC SESSION

**TOPIC: TRUSTEE INFORMATION
CALENDAR OF EVENTS NOVEMBER 2017**



NOVEMBER 2017

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1 All Saints' Day Grade 8 Transition Day Take Our Kids to Work SEAC Meeting	2 All Souls' Day NCPIC Meeting	3	4
5	6	7 SAL Meeting CW Meeting	8	9	10	11
12	13	14	15	16	17 Elementary/Secondary PA Day	18
19	20	21 Policy Committee Board Meeting Secondary Open Houses: Blessed Trinity Saint Paul	22 Kindergarten Open House and Registration 9 a.m.—6 p.m. Culture of Life Conference	23 Secondary Open Houses: Denis Morris Notre Dame Saint Francis Saint Michael	24 Leading Out Loud Student Conference	25
26	27	28	29	30s Secondary Open Houses: Holy Cross Lakeshore Catholic		

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
NOVEMBER 7, 2017**

PUBLIC SESSION

**TOPIC: TRUSTEE INFORMATION
OCTOBER 25, 2017 OCSTA MEMORANDUM – 2018 AGM &
CONFERENCE RESOLUTIONS**



Ontario Catholic School
Trustees' Association

October 25, 2017

MEMO TO: Chairpersons and Directors of Education
Catholic District School Boards

FROM: Marino Gazzola, Chair, Resolutions Committee

RE: 2018 AGM & Conference Resolutions

PLEASE REVIEW THIS INFORMATION AT A MEETING OF YOUR BOARD

The OCSTA Annual General Meeting will once again offer an opportunity for delegates to consider and vote on all resolutions received from OCSTA members.

The study and processing of resolutions is one of the fundamental responsibilities of the Association. The resolution process provides member boards with the opportunity to shape the work of the Association by bringing important issues which have provincial implications to the attention of all trustees in the province.

During the year, important issues of a provincial nature that arise at the board level may be used to develop resolutions for OCSTA. Resolutions may be submitted to OCSTA any time up until the deadline of *January 31, 2018*.

Please Note:

OCSTA's Annual Finance Brief to the Minister and submission to the yearly Pre-Budget Consultation process serve as effective opportunities for advocacy regarding education funding issues. Boards are encouraged to submit education funding issues requiring Association action and advocacy throughout the year. However, should a board prefer to use the AGM Resolutions process for funding issues with provincial implications, they are, of course, welcome to do so. Funding issues submitted through the resolutions process may be recommended for inclusion in the OCSTA Finance Brief the following year.

Resolutions may be submitted to OCSTA at any time up to the deadline of January 31, 2018.

Attachments

- *Guidelines*
- *Template*
- *Explanation of Committee Recommendations & Resolution Procedures*
- *OCSTA Mission, Vision, Strategic Priorities*
- *Chart of 2016 Resolutions with AGM Decisions*
- *Related By Law Section 5.9 (Resolutions)*

Guidelines for Preparing Resolutions

To improve the effectiveness of the resolution process, we ask boards to review the following guidelines.

Resolutions are your opportunity to shape the work of the Association by addressing problems, solutions or concerns, which affect Catholic education in Ontario. **A resolution approved by the membership at the Annual General Meeting calls for priority action by OCSTA and the commitment of OCSTA resources to address the particular issue outlined in the resolution.**

A. All Resolutions will be reviewed by the Resolutions Committee and a Committee Recommendation will be added to each Resolution. Committee Recommendations will be guided by the following criteria.

The resolution:

- a. Is in keeping with the Mission, Vision and Strategic Priorities of the Association.
- b. Is of a provincial nature and addresses an area of concern for the province's Catholic school boards is a matter that requires attention or action.
- c. Is written in language appropriate for province-wide consideration (language contained in resolutions is often incorporated into subsequent communications to the government or other relevant parties).
- d. Is accompanied by substantiated rationale.
- e. Does not deal with education funding issues.
 - OCSTA addresses education funding issues in the Annual Finance Brief to the Minister and submission to the yearly Pre-Budget Consultation. Boards are encouraged to submit education funding issues requiring Association action and advocacy as they arise throughout the year.

B. Steps in Preparing a Resolution

1. Review the Mission, Vision and Strategic Priorities of OCSTA.
2. Identify the concern. Be sure the concern is a matter of **province-wide** scope.
3. Research and gather sufficient supporting background materials to substantiate the resolution. If the concern has been presented/dealt with in a previous resolution, review the outcome of that process to assess what changes in approach/additional information might be useful.
4. Write the resolution in the following proposed format taking care to ensure that:
 - a. Each "*Whereas*" is accompanied by adequate background material.
 - b. The "*Therefore be it Resolved*" directs OCSTA to take specific action.

C. Writing A Resolution

Structure

The resolution should be assigned a succinct title that identifies the problem or issue (or its proposed solution). There should be two parts to the resolution: a preamble followed by a resolving clause (or clauses).

1. Preamble

The preamble is a brief statement of background or rationale coming before the resolving clause(s). The purpose of the preamble is to provide information without which the point or the merits of a resolution are likely to be poorly understood.

Each clause in a preamble is written as a separate paragraph, beginning with the word "WHEREAS".

2. Resolving Clauses

A resolving clause indicates what action(s) is to be taken given the “WHEREAS” clause(s) in the preamble. If more than one action is being recommended, the “Therefore be It Resolved” portion should be divided into a), b), c), etc.

3. Submission Statement

Please include the following information in the submission statement.

[Mover’s Name]
[Secunder’s Name]
[Board Name]
[Topic]

D. Submission Deadline Date

The **final** deadline date for receipt of resolutions in the OCSTA office is **12:00 p.m. EST, January 31, 2018**. We encourage boards to submit their resolutions at any time from May to January by email to Jane Ponte at jponte@ocsta.on.ca.

E. Regulations

Please see the attached current regulations regarding submission and presentation of resolutions at the AGM.

These guidelines and the enclosed template and the resolution session procedures have been provided as a reference that we hope you will find useful in preparing effective resolutions for your Association and Catholic education in Ontario.

Template

Please **do not use** tables, text boxes or any type of graphic or letterhead. The type of font to be used in this document is **Times New Roman 12pt**.

The following example is taken from a Resolution dealt with at a previous AGM and is provided for your reference.

Moved by: [Mover's Name] [Board Name]

Seconded by: [Secunder's Name]

Topic: [e.g. Vacancies on School Boards]

Whereas: from time to time a vacancy occurs in the office of a member of the board;
and

Whereas: according to Section 221(1) of the *Education Act*, the vacancy must be filled by either a by-election or by appointment; and

Whereas: boards choosing to appoint a new trustee will, most commonly, engage in an open and fair process of selection; and

Whereas: the *Education Act* requires that the process be fully completed within 60 days of the office becoming vacant; and

Whereas: the 60 day time period may encompass a part of the year (e.g. Christmas, summer months, March Break) when board operations and processes are reduced, thus making the timelines very tight and, potentially, unmanageable;

Therefore be it Resolved that:

OCSTA petition the Ministry of Education to review the section of the *Education Act* which relates to trustee vacancies with a view to extending the timeline by either increasing the number of days or altering the requirement that the process be completed within a designated number of regular school days.

If you have any questions regarding this template please contact Jane Ponte either by telephone at 416-932-9460 ext. 223 or by e-mail at jponte@ocsta.on.ca.

Explanation of Committee Recommendations & Resolution Session Procedures

Resolution sessions will be conducted using “**Robert’s Rules of Order**” and the provisions of the OCSTA Constitution. The chairperson of the session will ensure compliance with their rules.

Explanation of Committee Recommendations

The **Resolutions** Committee will study the resolutions and offer recommendations on the best way to meet their intent. The recommendations and their implications are:

- i. **Approve**
The direction given in the “therefore be it resolved” section of the resolution will be carried out.
- ii. **Approve and refer to the committee for appropriate implementation.**
The resolution will be forwarded to the designated committee for implementation.
- iii. **Receive and refer to the committee for study.**
The resolution will be forwarded to the designated committee for study. Following the study and receipt of the committee’s recommendation, the Board of Directors will determine whether or not the resolution will be implemented.
- iv. **Not approve**
No action will be taken.
- v. **No recommendation**
The committee is not making any recommendation with respect to the resolution.
- vi. **No action required**
The intent of the resolution has been met. No further action will be taken.

Resolution Session Procedures

Delegates wishing to speak to a resolution must go to one of the floor microphones and state their name and the name of the board they represent.

The mover of a resolution will have the opportunity to be the first and last to speak to that resolution. Other trustees may speak **once** to a resolution.

The chairperson may declare a motion out of order giving the reasons for doing so. The chairperson’s decision may be challenged by a majority vote of those voting delegates at the session when the vote is called.

Voting will be by a show of hands. Delegates carrying proxies must have and show proper identification - i.e. proxy badge. Ballots will be provided in the event that a vote by ballot is called for.

Note Re Quorum: *Quorum for the transaction of business at any meeting of the Members shall require the presence in person or by proxy of not less than a total of forty (40) current Members.*

Grouped Resolutions

- a. the chair of the session will ask for a mover and seconder to approve the **grouping** of various related resolutions.
- b. the chair of the session will ask for movers and seconders for the committee recommendation for each group.
- c. delegates will vote on the committee recommendation for each group.

Delegates may request that any resolution(s) be removed from a “group” to be handled individually. These will be addressed when the group from which they have been removed has been dealt with.

Resolutions Handled Individually

These will include resolutions removed from the groups, resolutions for which the committee has not made any recommendation and resolutions from the floor.

A. Resolutions with committee recommendations

1. The chair of the session will announce the resolution number and the name of the sponsoring board:
 - the chair will call for the sponsoring board to move and second **the committee recommendation;**
 - delegates will speak to the committee recommendation;
 - delegates will vote on the committee recommendation.
2. If the sponsoring board does not move the committee recommendation from the floor:
 - the chair will call for the sponsoring board to move their **original resolution;**
 - delegates will speak to the resolution;
 - delegates will vote on the resolution.
3. If the original resolution is not moved by the sponsoring board, the resolution will be withdrawn.

B. Resolutions without committee recommendations

1. These resolutions will be handled as follows:
 - the chair will call for the sponsoring board to move their **original resolution;**
 - delegates will speak to the resolution;
 - delegates will vote on the resolution.
2. If the original resolution is not moved by the sponsoring board, the resolution will be withdrawn.

C. Amendments from the Floor

Amendments made on the floor relate to the “therefore be it resolved” section of the resolution and **must be written out** and handed to the chairperson. The chairperson will consider the amendment and, if necessary, discuss it with the parliamentarian or others to ensure that it is clearly understood.

- the chair will **read** the amendment;
- delegates will speak to the amendment;
- delegates will vote on the amendment;
- delegates will vote on the resolution as amended.

If the amendment is defeated:

- delegates will be asked to speak to the original resolution;
- delegates will vote on the original resolution.

D. Members’ Discussion Rights

Under Article 5.11 (*Members Discussion Rights*), a Member may raise a matter for discussion at the Annual General Meeting. Subject to the provisions in Articles 5.10.1 to 5.10.5, and 5.11, the item may be addressed, and may be referred to a committee of OCSTA for further consideration, but it shall not be put to a vote at the meeting at which it has been raised.

If the Member continues such discussion for three minutes or more, the Chair of the meeting may interrupt the Member and permit others to speak and/or make any subsidiary motion related thereto.

Revised March 9, 2017



Ontario Catholic School Trustees' Association

Our Mission

Inspired by the Gospel, the Ontario Catholic School Trustees' Association provides the provincial voice, leadership and service for elected Catholic school trustees to promote and protect publicly funded Catholic education in Ontario.

Our Vision

Ontario is enriched by a publicly funded Catholic education system governed by locally elected Catholic school trustees who serve with faith, commitment and compassion.

The Association's **Strategic Priorities** are as follows:

1. Enhance Political Advocacy for Catholic Education

- a. Strengthen current advocacy platform by building positive new relationships and reinforcing existing ones with groups like OAPCE, OCSOA, CWL, etc.
- b. Communicate and promote current messages about the value of Catholic education to our key target audiences: parents, students, politicians, teachers, alumni, parishioners, etc.

2. Engage Trustees in an Enriched Development Program

- a. Assess the current needs and interests of members to guide development of appropriate programming.
- b. Ensure OCSTA programming provides timely and relevant content to support trustees in their roles as advocates and spokespersons for Catholic education.

3. Manage Human and Fiscal Resources to Effectively meet Changing Needs

- a. Align the work of committees, staff and fiscal resources behind structures and initiatives that support the association's three key priorities.
- b. Ensure OCSTA is structurally aligned to successfully fulfill its role as the legislated Employer Bargaining Agent for all of Ontario's English Catholic District School Boards.

2017 OCSTA Resolutions with AGM Decisions

#	Board	Topic	AGM Decision
1.	Dufferin-Peel	Student Transportation Funding	Approve and refer to Political Advocacy Committee
2.	Dufferin-Peel	Funding for Students with Diverse Learning Needs Including Special Education Needs	Approve and refer to Political Advocacy Committee
3.	Hamilton-Wentworth	Ontario's Renewed Mathematics Strategy Funding to School Boards	Approve and refer to Political Advocacy Committee
4.	Windsor-Essex	Honouring the Truth, Reconciling the Future	Approve and refer to Catholic Education & Trustee Enrichment Committee
5.	Dufferin-Peel	Daily Occasional Teacher Roster Caps	Receive and refer to Labour Relations Committee
6.	Dufferin-Peel	Ontario Regulation 274/12 – Hiring Practices	Receive and refer to Labour Relations Committee
7.	Renfrew	School Organizational Models	Receive and refer to Political Advocacy Committee
8.	Windsor-Essex	Transportation Funding	Receive and refer to Political Advocacy Committee

**Excerpt from
Ontario Catholic School Trustees Association
General Working By-law 2016-1**

5. MEETINGS OF MEMBERS

5.9 Resolutions from CDSB's

Any CDSB may submit a Resolution for consideration at an Annual Meeting to address any challenge or opportunity which affects Catholic education in Ontario, subject to the following:

- 5.9.1 each such Resolution shall have been received at the Head Office of the Corporation not less than sixty (60) days prior to the date of the Annual Meeting;
- 5.9.2 each such Resolution shall have been considered and reported upon by a Committee of the Board, or by the Board of Directors;
- 5.9.3 each such Resolution shall be circulated among all CDSB's not less than thirty (30) days prior to the Annual Meeting;
- 5.9.4 each such Resolution shall be included in the notice of the Annual Meeting; and
- 5.9.5 no such resolution shall be acted upon unless approved by a majority of the votes cast at an Annual Meeting.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
NOVEMBER 7, 2017**

PUBLIC SESSION

**TOPIC: TRUSTEE INFORMATION
OCSTA 2018 CATHOLIC TRUSTEES SEMINAR – JANUARY 19
& 20, 2018**



October 27, 2017

MEMO TO: Trustees, Directors of Education, and Student Trustees
— Catholic District School Boards

CC: Board Secretaries and Administrative Assistants
— Catholic District School Boards

FROM: Margaret Binns, Director of Administrative Services

RE: **OCSTA 2018 Catholic Trustees Seminar – January 19 & 20**

ATTACHMENT: Preliminary Program

OCSTA Catholic Trustees Seminar – January 19-20, 2018

“Advancing the Catholic Education Agenda”

We are pleased to invite Trustees, Directors of Education, and Student Trustees of Ontario Catholic District School Boards to attend OCSTA’s 2018 Catholic Trustees Seminar, which will be held January 19 - 20 at the Hilton Mississauga/Meadowvale (6750 Mississauga Road, Mississauga, ON L5N 2L3). This event offers the opportunity for OCSTA members to:

- **Explore** the unique partnerships that contribute to the distinctive strength of Catholic Education in Ontario;
- **Celebrate** Mass as a provincial community of Catholic school board leaders; and
- **Network** with trustee peers from across the province.

Student Trustees

The Ministry of Education has kindly offered once again to provide financial support to help offset costs associated with student trustee attendance at this event. Boards are encouraged to register their student trustees for this very informative learning opportunity.

Registration

Early Bird Fee (until December 1, 2017)

\$372.90 (\$330.00 + \$42.90 HST)

Full payment must be received in the OCSTA office by this date.

Regular Fee (after December 1, 2017)

\$423.75 (\$375.00 + \$48.75 HST)

Student Trustee Fee

(same as above)

Additional Dinner Ticket

\$84.75 (\$75.00 + \$ 9.75 HST)

The delegate registration fee includes meals and admission to all sessions. Non-registrants attending Friday night’s dinner must purchase a dinner ticket.

Registration may be completed online by clicking [here](#).

Payment to be made online by credit card.

CANCELLATION POLICY

Registration Fees:

- **Until December 8, 2017** – full refund
- **December 9 to 15, 2017** – 50% of the registration fee will be charged.
- **After December 15, 2017** – no refund, under any circumstances, will be issued. Substitutions are welcomed.

Additional Dinner Ticket:

A full refund will be issued for cancellations received by **January 3, 2018**. No refunds, under any circumstances, will be issued after that date. Substitutions are welcomed.

All cancellations must be submitted to Camille Martin by email at cmartin@ocsta.on.ca or by fax at 416-932-9459 within the specified timelines.

HOTEL RESERVATIONS

Room Rates:

The Hilton Mississauga/Meadowvale has set aside a block of rooms for delegates and guests attending the OCSTA 2018 Catholic Trustees Seminar, starting at the discounted rate of **\$138.00 + applicable taxes and fees**. Boards are asked to make room reservations directly with the hotel by calling 905-821-1981, or on-line at the following link:

<https://aws.passkey.com/event/49511939/owner/13907871/home>

When booking, indicate to the hotel that the reservation is for an OCSTA delegate in order to secure the group discount rate.

To secure this rate, **rooms must be booked by December 23, 2017**. After this date the rate will be provided on the basis of availability.

If you require additional information, please contact Camille Martin at OCSTA at 416-932-9460, ext. 234 / cmartin@ocsta.on.ca.



Ontario Catholic School
Trustees' Association

2018 CATHOLIC TRUSTEES SEMINAR

Hilton Mississauga Meadowvale

“Advancing the Catholic Education Agenda”

Preliminary Program

THURSDAY, JANUARY 18	
5:30 pm – 6:30 pm Room TBC	Registration
FRIDAY, JANUARY 19	
7:30 am Room TBC	Registration
7:30 am Room TBC	Breakfast
8:30 am Room TBC	Gathering Prayer, Opening Remarks Presentation of OCSTA Short Video Awards - Catholic Elementary Schools <i>Todd Lalonde, Seminar Chair, OCSTA</i>
8:45 am Room TBC	Keynote Address: “Examining Ontario’s Political Landscape” <i>Greg Lyle, Principal, Innovative Research Group</i>
9:45 am Room TBC	President’s Report and Q & A <i>Patrick Daly, President, OCSTA</i>
10:30 am Room TBC	Break
10:45 am Room TBC	Political Panel: “Ontario’s Education Priorities” <i>The Hon. Mitzie Hunter, Minister of Education</i> <i>MPP Lorne Coe, Progressive Conservative Party</i> <i>MPP Peggy Sattler, NDP</i>
12:15 pm	Lunch
12:15 pm	Student Trustee Lunch and Discussion Topic and Facilitator – TBC
1:15 pm Rooms TBC	<u>Concurrent Workshops</u> 1) Trustee Panel – “Walking the Fine Line: Defining and Managing Catholic School Board and Constituency Responsibilities” <i>Kathy Burtnik, Niagara CDSB</i> <i>Michael Bellmore, Sudbury CDSB</i> <i>Ann Andrachuk, Toronto CDSB</i> Facilitator: <i>Beverley Eckensweiler, Bruce- Grey CDSB</i> 2) Trustee Panel – “How the Home-School- Parish Triad Contributes to Student Achievement in Catholic Schools” <i>Michelle Griepsma, Peterborough CDSB</i> <i>Arlene Iantomasi, Halton CDSB</i> <i>Carol Cotton, York CDSB</i> Facilitator: <i>Nick Milanetti, Executive Director, OCSTA</i>

FRIDAY, JANUARY 19 (CONT'D)	
1:15 pm (cont'd) Rooms TBC	3) “Preparing for the 2018 Municipal Election – Campaign Best Practices for Catholic Trustees” <i>Shawn Xaviour, Dufferin-Peel CDSB Trustee (INVITED)</i> <i>John Copabianco, Sr., Vice President, Fleishman Hillard</i> 4) Public Speaking Workshop <i>(Speaker TBC)</i>
2:30 pm Room TBC	Break
2:45 pm Room TBC	<u>Concurrent Workshops</u> (repeated)
2:45 pm Room TBC	<u>Student Trustee Workshop</u> “Renewing the Promise – the Role of Catholic Education in Ontario Today” <i>Michael Way Skinner, Coordinator, Religion, Family Life and Equity, York Catholic District School Board</i>
4:00 pm	Meeting Adjourned
5:30 pm Room TBC	Reception (Cash Bar)
6:00 pm Room TBC	Buffet Dinner (Cash Bar)
SATURDAY, JANUARY 20	
7:30 am Room TBC	Breakfast
8:30 am Room TBC	Eucharistic Celebration <i>Father Patrick Fitzpatrick, OCSTA Chaplain</i>
9:30 am Room TBC	Presentation of OCSTA Short Video Awards – Catholic Secondary Schools <i>Todd Lalonde, Seminar Chair, OCSTA</i>
9:45 am Room TBC	Panel: “Mental Health Priorities and Initiatives at Catholic District School Boards” Facilitator: <i>Dr. Patrick Carney, Psychologist & Mental Health Lead, Simcoe Muskoka CDSB</i> <i>(Panel TBC)</i>
10:30 am	Closing Remarks & Adjournment