



*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, JANUARY 16, 2018
7:00 P.M.**

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



A. ROUTINE MATTERS

- | | |
|--|------|
| 1. Opening Prayer – Trustee Sicoli | - |
| 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 December 5, 2017 | A5 |
| 6. Consent Agenda Items | - |
| 6.1 Holy Childhood Walk 2018 | 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

C. COMMITTEE AND STAFF REPORTS

- | | |
|---|----|
| 1. Community Use of Facilities | C1 |
| 2. Committee of the Whole System Priorities and Budget 2017-2018 Update | C2 |
| 3. Design of System Priorities and Budget 2018-2019 Consultation and Collaboration Schedule | C3 |
| 4. Monthly Updates | - |
| 4.1 Student Senate Update | - |
| 4.2 Senior Staff Good News Update | - |

D. INFORMATION

- | | |
|---|------|
| 1. Trustee Information | |
| 1.1 Spotlight on Niagara Catholic – December 19, 2017 | D1.1 |
| 1.2 Calendar of Events – January 2018 | D1.2 |
| 1.3 Draft School Year Calendar 2018-2019 | D1.3 |
| 1.4 Capital Funding Update | - |

1.5 Annual Baby Day – January 17, 2018	-
1.6 OCSTA 2018 Catholic Trustees Seminar – January 18-20, 2018	-
1.7 Ontario Legislative Highlights - December 22, 2017, January 5, 2018	D1.7
1.8 Draft 2018 Board Committee Membership	D1.8
1.9 Student Transportation Consultation	D1.9

E. OTHER BUSINESS

1. General Discussion to Plan for Future Action	-
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F. BUSINESS IN CAMERA

G. REPORT ON THE IN CAMERA SESSION

H. ADJOURNMENT

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
JANUARY 16, 2018**

PUBLIC SESSION

**TOPIC: MINUTES OF THE COMMITTEE OF THE WHOLE
MEETING OF DECEMBER 5, 2017**

RECOMMENDATION

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of December 5, 2017, as presented.



MINUTES OF THE COMMITTEE OF THE WHOLE MEETING TUESDAY, DECEMBER 5, 2017

Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, December 5, 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 7:15 p.m. by Vice-Chair Vernal.

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayer was led by Trustee Nieuwesteeg.

2. Roll Call

Vice-Chair Vernal noted that Trustees Charbonneau and Fera asked to be excused.

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	✓			

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; **Sherry Morena**, Recording Secretary/ Coordinator of Information Management/Privacy and Freedom of Information

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 December 5, 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 November 7, 2017**

Moved by Trustee Burtnik

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of November 7, 2017, as presented.

CARRIED

6. **Consent Agenda Items**

6.1 **Unapproved Minutes of the Policy Committee Meeting of November 21, 2017**

THAT the Committee of the Whole receive the Unapproved Minutes of the Policy Committee Meeting of November 21, 2017, as presented.

6.2 **Trustee Expenses & Reimbursement Policy (100.13)**

THAT the Policy Committee recommend to the Committee of the Whole approval of the Trustee Expenses & Reimbursement Policy (100.13), as presented.

6.3 **Staff Development Department Professional Development Opportunities**

Presented for information.

6.4 **Capital Projects Update**

Presented for information.

6.5 **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. Culture of Life and Lead Out Loud Conferences

Yolanda Baldasaro, Superintendent of Education, welcomed Krista Wood, Board Chaplaincy Leader, and Teri Cristelli, Arts and Student Leadership Consultant, who highlighted the Culture of Life Conference 2017 report.

Student Trustees Nico Tripodi and Hannah Tummillo spoke to the Annual Lead Out Loud Conference 2017, and provided a visual presentation. The Student Trustees thanked the Board for their continued support of student leadership.

Vice-Chair Vernal thank the Student Trustees for all that they do for the students of Niagara Catholic.

2. Niagara Catholic French Immersion Program Update 2017-2020

Yolanda Baldasaro, Superintendent of Education, welcomed Mary Vetere, French as a Second Language Consultant, who presented an update on the continued growth of the Niagara Catholic French Immersion Program.

Trustees were provided with a summary of the 2017-2018 French Immersion sites, grades taught and the enrolment in each class.

Trustees asked questions of Superintendent Baldasaro and Ms. Vetere.

3. Ministry of Education Pupil Accommodations Review Guidelines Submission

Ted Farrell, Superintendent of Education, welcomed Kathy Levinski, Administrator of Facilities Services, who presented the report on the Ministry of Education Pupil Accommodations Review Guidelines Submission.

The report outlined the Ministry of Education's request for school boards to provide input into potential changes to the Pupil Accommodation Review Guidelines, March 2015, and how to support improved co-ordination of community infrastructure planning, which includes revising the Community Planning and Partnerships Guidelines.

Following the presentation of Senior Staff's draft responses to the Ministry's questions, Trustees suggested amendments to the recommendation(s).

Moved by Trustee Sicoli

THAT the Committee of the Whole endorse the report to the Ministry of Education's proposed revisions to the Pupil Accommodations Review Guidelines and Community Planning and Partnership Guidelines as amended.

CARRIED

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

Director Crocco and members of Senior Administrative Council presented the December Committee of the Whole System Priorities and Budget 2017-2018 Update for the information.

Director Crocco and members of Senior Staff answered questions of Trustees.

5. Monthly Updates

5.1 Student Trustees' Update

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

5.2 Senior Staff Good News Update

Senior Staff highlights included:

Superintendent Farrell

- To spread some holiday cheer and promote wellness, 50 students from 4 secondary schools (2 schools from Niagara Catholic) painted seasonal pictures in 10 different units of the St. Catharines General Hospital,
- Congratulations were extended to 2 students at Blessed Trinity Catholic who recently signed rowing scholarships with Jacksonville University and Notre Dame University.
- Students from the Niagara Catholic Launch Centre made and installed benches at the Welland Bus Terminal, as well as bicycle racks throughout the City of Welland.

Superintendent Lee Ann Forsyth-Sells

- Congratulations were extended to Maria Brgan, a Grade 6 teacher at Canadian Martyrs Catholic Elementary School, for being the recipient of the First Book Canada Reading Celebration in St. Catharines. A special event will be held at the school in the new year featuring a local Niagara author reading to the students and talking about writing. Photos from the celebration will be shared with First Book Canada with the consent of the children, their parents, and staff. First Book Canada will also buy a copy of the author's book for each student for their home libraries. In addition to this event, a \$2,000 First Book Canada Marketplace gift code will be presented to the school for the purchase of books and educational resources.

6. Consent Agenda Item A6.1

D. INFORMATION

1. Trustee Information

1.1 Spotlight on Niagara Catholic – November 21, 2017

Director Crocco highlighted the Spotlight on Niagara Catholic – November 21, 2017 issue for Trustees information.

1.2 Calendar of Events – December 2017

Director Crocco presented the December 2017 Calendar of Events for Trustees information.

1.3 OCSTA Information – November 24, 2017

Director Crocco highlighted the OCSTA Information from November 24, 2017

1.4 OCSTA Memorandum – Progressive Conservative Election Platform 2018

Director Crocco highlighted the OCSTA Memorandum regarding Progressive Conservative Election Platform 2018.

1.5 Community Planning and Partnerships Annual Meeting – December 13, 2017

Director Crocco presented information on the Community Planning and Partnerships Annual Meeting taking place on December 13, 2017.

E. OTHER BUSINESS

1. General Discussion to Plan for Future Action

Director Crocco provided the Board with plans for future action.

F. BUSINESS IN CAMERA

Moved by Trustee O’Leary

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 9:05 p.m. and reconvened at 9:15 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 December 5, 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 November 7, 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 November 7, 2017, as presented.

CARRIED (Item F3)

H. ADJOURNMENT

Moved by Trustee Sicoli

THAT the December 5, 2017 Committee of the Whole Meeting be adjourned.

CARRIED

This meeting was adjourned at 9:15 p.m.

Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **December 5, 2017.**

Approved on **January 16, 2017.**

Pat Vernal
Vice-Chair of the Board

John Crocco
Director of Education/Secretary -Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE MEETING
JANUARY 16, 2018**

PUBLIC SESSION

TITLE: HOLY CHILDHOOD WALK

The Holy Childhood Walk report is presented for information.

Prepared by: Yolanda Baldasaro, Superintendent of Education

Presented by: Yolanda Baldasaro, Superintendent of Education

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

Date: January 16, 2018



REPORT TO THE COMMITTEE OF THE WHOLE JANUARY 16, 2018

HOLY CHILDHOOD WALK

BACKGROUND INFORMATION

Each school year the Niagara Catholic District School Board coordinates a board wide effort in support of the Holy Childhood Association. The Holy Childhood Association is a Mission Club for Elementary School Children. The goal of the Holy Childhood Association is to awaken missionary consciousness in children. Their motto is: *Children Helping Children*. This motto helps us to encourage children to pray for, learn more about, and share our material resources with children around the world.

In 2017 the Holy Childhood Association provided assistance to projects in Uganda, Nigeria, Haiti, India, Pakistan and Sri Lanka. The material lives of thousands of children throughout the world have been improved. More importantly, these children will come to know Jesus' love for them. The Niagara Catholic District School Board elementary schools have supported the Holy Childhood Association for the last thirty-three (33) years. This year, thirty-eight (38) elementary schools participated in the Holy Childhood Walkathons in an effort to raise money for various countries. The walkathons were conducted through October and early November and raised \$11,341.12.

Our message to the students is that any contribution is meaningful – all of our small contributions as children, when added together, make a difference for children in the countries that we are helping.

The schools of the Niagara Catholic District School Board have raised over \$676,000.00 since we began our involvement in 1984.

Monies raised through schools are directed towards self-help programs involving the building of schools, the provision of health and nutrition programs and medications, school fees, and teaching and learning resources. Children in communities, orphanages, homes for the disabled, refugees, and those living on the streets are assisted by the generosity of children who wish to make the love of Jesus know everywhere.

The Niagara Catholic District School Board and the Holy Childhood Association would like to thank everyone who supported the Walkathons in our local school communities. Attached to this report is a letter from National Director Rev. Fr. Alex Osei, C.S.Sp thanking Niagara Catholic for its participation and support.

The Holy Childhood Walk report is presented for information.

Prepared by: Yolanda Baldasaro, Superintendent of Education
Presented by: Yolanda Baldasaro, Superintendent of Education
Approved by: John Crocco, Director of Education/Secretary-Treasurer
Date: January 16, 2018



Holy Childhood Association



December 5, 2017

Yolanda Baldasaro
Superintendent of Education
427 Rice Road
Welland, Ontario
L3C 7C1

Dear Ms. Baldasaro,

Thank you so much for dedicating much of your time in raising funds to support the work of for the Holy Childhood Association. Your involvement in the lives of elementary schools within your board demonstrates your Spirit of evangelization and the missionary zeal in reaching out to the poor kids in mission countries thereby, sowing the seed of Catholic faith and Knowledge. Your participation truly has brought change and happiness in the lives of nearly 200,000 children in Liberia, Uganda, Nigeria, Haiti, India, Pakistan and Sri Lanka. The material lives of thousands of children throughout the world have been improved because of your generosity. More importantly, these children will come to know Jesus' love for them.

Your unfailing generosity with other Canadians made possible the purchase of drugs, and some nutritional foods for Sacred Heart Children's Hospital at Lantoro, Abeokuta in Nigeria, run by Sr. Roselyn da Silva, the building of Khatoon-e-Fatima Primary school in Islamabad.

Thank you for your support of the important work of the Holy Childhood Association—"Children helping Children". Be assured of my prayers for all Board members, school children and their parents and teachers. An acknowledgement letters are out to the schools that participated.

Wishing you Happy New Year and God's blessing!

With much appreciation,

Alex Osei
Rev. Fr. Alex Osei, C.S.Sp
National Director

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE MEETING
JANUARY 16, 2018**

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: January 16, 2018



REPORT TO THE COMMITTEE OF THE WHOLE MEETING JANUARY 16, 2018

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 January 16, 2018 through February 13, 2018.

Tuesday, January 16 & Monday, January 22, 2018

Renewed Math Strategy – Session #3

- As a part of the Renewed Math Strategy (RMS) and NCDSB's Professional Learning Model for Building Capacity, participating teachers and principals are asked to attend the second professional learning session that will include the following:
 - o **Instructional focus:** *Teaching Through Problem Solving* with a focus on planning a sequence of lessons as well as consolidating learning
 - o **Assessment focus:** *Assessment FOR Learning*- using assessment to guide instruction

Wednesday, January 17, 2018

After-School G-Suite and Google Forms Training (Information Technology Centre)

This session will provide professional development on how teachers can utilize Google Forms to keep track of and obtain data through conversations, observations, and individual student thinking. The session will be led by Primary and Intermediate teachers who have been using this tool in their classroom and will showcase the success they have had with it. Time will also be spent creating Google Forms for the collection of data and exploring the docAppender add-on that will enable anecdotal notes that can be applied to individual student files.

Wednesday, January 17, Wednesday, January 24, & Tuesday, February 6, 2018

VEX Robotics Professional Development (Information Technology Centre)

- Technology implementation into the classroom environment continues to grow. In its various forms, technology can be a very powerful tool to enable students' deeper thinking. Part of our daily educator strategy is providing students with every possible opportunity to develop their inquiry skills while using technology. To support the 21st century global learning competencies and teacher collaboration, professional development sessions (with release time) have been scheduled for working with VEX IQ Robotics. The focus of this professional development is to bring teachers together, who are currently working with or going to be working with VEX IQ kits in their classrooms, for support, conversation, and sharing of best learning practices. A variety of aspects will be covered from an introduction of how to incorporate the kit into curriculum expectations, documentation, modification and design and coding using software.

Friday, January 19, 2018

Professional Activity Day – Elementary Panel (All Sites)

- This Professional Activity day is designated as a Report Card Writing Day (Performing assessments for, as and of learning) for all elementary teachers.

Friday, January 19, 2018

Behaviour Management Systems (BMS) Recertification (Multiple Sites)

- The Behaviour Management System Training program (BMS) focuses on understanding factors that positively or negatively influence and impact student behaviour, early non-physical interventions, reducing aggressive behaviours in our schools, and effectively dealing with critical incident situations. All Niagara Catholic Elementary-based Educational Assistants (EAs) will receive their annual BMS Recertification on Friday, January 19, 2018.

Tuesday, January 30, 2018

Daily Physical Activity Workshop for Elementary Teachers (Notre Dame College School)

- One Physical Education teacher will participate in a Daily Physical Activity (DPA) focused professional development workshop being held at Notre Dame College School in Welland. This half-day PD session is supported by both the Ministry of Education and Niagara Catholic. The focus of the session will be: DPA, DEAM (Drop Everything and Move) large group activities, games for limited and challenged space and healthy schools support. Participants will receive written and electronic supports to take back to their schools. Teachers attending the workshop will be asked to share and implement the new learning with staff members and senior students at their respective schools.

Friday, February 2, 2018

Professional Development – Library Technicians (Toronto, ON)

- Elementary and Secondary Library Technicians are invited to travel to Toronto for the Ontario Library Association Super Conference 2018 Expo. This is an exciting day with an incredible amount of things to see and experience along with the much appreciated book giveaways and author signings. On the Expo floor there will be IdeaHUB presentations taking place that include: CANSCAIP, featuring 10 Forest of Reading authors and Meet the Crime Writers of Canada.

Monday, February 12, 2018

Understanding Needs of Deaf and Hard of Hearing Students Workshop – Secondary Teachers (CEC)

- Educational Resource Teachers (ERT's) and regular Classroom Teachers, who will be working with deaf or hard of hearing students in their schools during the second semester, are invited to attend a workshop
- Ron Foster, Resource Services-Outreach Programs Provincial Schools, together with a Niagara Catholic team of Teachers of the Deaf and Hard of Hearing will be presenting on:
 - o *hearing loss / the audiogram*
 - o *FM systems in the classroom*
 - o *academic and social implications of a student's hearing loss in the classroom.*
 - o *strategies and accommodations that are necessary to meet the needs of students who are deaf or hard of hearing.*

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: January 16, 2018

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE MEETING
JANUARY 16, 2018**

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: January 16, 2018



**REPORT TO THE COMMITTEE OF THE WHOLE MEETING
JANUARY 16, 2018
CAPITAL PROJECTS PROGRESS REPORT UPDATE**

BACKGROUND INFORMATION

Individual progress reports for capital projects are presented as follows:

In Progress

ADDITIONS

Appendix A 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: January 16, 2018



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
JANUARY 16, 2018**

APPENDIX A

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: Interior work completed. Occupancy received and classes will move in January 19, 2018. Cladding and site work continues as weather permits.

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	2,480,458
Fees & Disbursements	336,600	316,399
Other Project Costs	740,628	51,115
	\$4,525,228	\$2,847,972

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
JANUARY 16, 2018**

PUBLIC SESSION

**TITLE: COMMUNITY USE OF FACILITIES IN NIAGARA
CATHOLIC DISTRICT SCHOOL BOARD**

Community Use of Facilities in Niagara Catholic District School Board is presented for information.

Prepared by: Scott Whitwell, Controller of Facilities Services

Presented by: Scott Whitwell, Controller of Facilities Services
Kathy Levinski, Administrator of Facilities Services
Debbie Ogilvie, Community Outreach Coordinator

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

Date: January 16, 2018



REPORT TO THE COMMITTEE OF THE WHOLE JANUARY 16, 2018

COMMUNITY USE OF FACILITIES IN NIAGARA CATHOLIC DISTRICT SCHOOL BOARD

BACKGROUND INFORMATION

Providing use of our school facilities has been a long standing practice at our Board. It aligns with our 2017 – 2018 Niagara Catholic Strategic Direction of “Building Partnerships and Schools as Hubs”.

The Board’s “Community Use of Facilities Policy” (Policy No. 800.2) is in place that everyone in our community may access via our board web site by opening the “Community” tab at the top of the web page. This policy is attached to this report as Appendix “A”.

Community members/organizations can apply on-line to request dates, times and facilities (for example, gyms, auditoriums) at schools of their choice.

Permit requestors are advised of pertinent parameters by which they must abide. For example, they are advised:

- When facilities will generally be unavailable for permit use (ex. Christmas Holidays, Easter Weekend, etc.)
- When they may submit permit applications for consideration for indoor permits or use of grounds
- What insurance must be provided
- Requirements related to the serving of alcohol on Board premises
- And many other parameters as defined in the above policy

Also, permit requestors are assigned to one of the following User Group Classifications in order to establish what fees (if any) will be charged for a requested space:

Class A – Board/School Use

Class B – Not-for-Profit Youth with No User Fee

Class C – Not-for-Profit Youth with User Fee

Class D – Not-for-Profit Adult or Charitable Groups

Class E – Profit or Commercial

There are dozens of user groups that are given permits annually representing tens of thousands of hours of use by the above classification of groups. The user groups represent many needs from child care to sports organizations to elections.

There is a great deal of work that is required to ensure that this process runs smoothly and effectively. Permits must be issued and monitored. Payments must be collected. Permit revisions or cancellations must be accommodated. Inclement weather may necessitate communication with permit holders to cancel permits on short notice. Appropriate forms/insurance must be obtained. Access to schools must be arranged. In some cases, caretakers must be scheduled. Concerns of user groups and staff must be investigated and addressed. There are also challenges related to summer permits related to construction and cleaning schedules that occur during this time. The safety of our staff and user groups is paramount as part of this community use of facilities process. There are many components with which to contend to make this endeavor successful.

Kathy Levinski, Administrator of Facilities Services, will present a visual presentation to enhance this report.

Community Use of Facilities in Niagara Catholic District School Board is presented for information.

Prepared by: Scott Whitwell, Controller of Facilities Services

Presented by: Scott Whitwell, Controller of Facilities Services
Kathy Levinski, Administrator of Facilities Services
Debbie Ogilvie, Community Outreach Coordinator

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

Date: January 16, 2018



Niagara Catholic District School Board

COMMUNITY USE OF FACILITIES POLICY

STATEMENT OF POLICY

800 – Schools and Community Councils

Policy No. 800.2

Adopted Date: April 28, 1998

Latest Reviewed/Revised Date: June 18, 2013

In keeping with the Mission, Vision and Values of the Niagara Catholic District School Board, the Niagara Catholic District School Board supports the responsible use of Board facilities by the community where it does not detract from the operations of the facility as it pertains to Board and / or School programs.

Niagara Catholic acknowledges that schools in Ontario are recognized as hubs for community activity and will be affordable and accessible to communities in order to support the goals of a healthier Ontario, stronger communities and student success.

A schedule of fees will reflect the varying nature and purpose of the community use of its facilities based on the fee structure as determined by the community use classifications.

The schedule of fees shall be reviewed and revised annually by Senior Administrative Council.

The Director of Education will issue Administrative Procedures for the implementation of this Policy.

References

- [**Accepting Schools Act, 2011**](#)
- [**Fire Safety Reference Guide for Schools \(November 2008\)**](#)
 - [**Niagara Catholic District School Board Policies/Procedures/Documents**](#)
 - [**Accessibility Customer Services Policy \(800.8.1\)**](#)
 - [**Access to Board Premises \(302.6.3\)**](#)
 - [**Code of Conduct Policy \(302.6.2\)**](#)
 - [**User Group Classifications and Fees**](#)



COMMUNITY USE OF FACILITIES POLICY

ADMINISTRATIVE PROCEDURES

GENERAL CONDITIONS

1. School facilities are primarily for the use of the school and permits shall be granted in compliance with educational programs offered in the Board's schools, custodial and maintenance programs, and the Board's Mission, Vision and Values and the Code of Conduct.
2. Applications for the use of facilities or grounds by community-based groups and organizations will be received by the Controller of Facilities Services or designate through the Niagara Catholic Community Use Online Reservation System. The Controller of Facilities Services or designate will decide on the approval of each application.
3. The general term of indoor permits will be from October 1 to the first Friday in August in the current school year of issue.
4. Use of grounds will be from May 1 to October 1 for elementary schools only.
5. Secondary school playing fields are not available to permit groups without a reciprocal agreement.

INSIDE FACILITY - Hours available for permit groups

Weekdays all facilities 6:00 p.m. - 10:00 p.m.
Weekends all facilities 8:00 a.m. - 10:00 p.m.

GROUNDS - During school year - Hours available for permit groups

Weekdays 6:00 p.m. to dusk
Weekends 9:00 a.m. to dusk

GROUNDS - During summer months - Hours available for permit groups

Weekdays 9:00 a.m. to dusk
Weekends 9:00 a.m. to dusk

6. Unless otherwise approved by the Controller of Facilities Services or designate, schools and other facilities will be closed for permit users on the following dates:

Thanksgiving Weekend ***Christmas Holidays***

Friday to Monday inclusive
Two week shutdown, including Friday to commencement of school on Monday (except for school use)

Family Day ***Mid-Winter Break***

Monday
Friday to commencement of school on Monday (except for school use)

Easter Weekend ***Victoria Day Weekend***

Holy Thursday to Easter Monday inclusive
Saturday to Monday inclusive

PA Days with custodial staff participation

The person who obtains a Community Use of Facilities permit shall be 18 years of age or older, shall accept full and personal responsibility for the conduct and supervision of all persons admitted to Board facilities, and shall be accountable for any and all damages resulting from the use of Board property.

7. The person who obtains a Community Use of Facilities permit must designate and identify a person who will be in attendance at the facility during the times and uses to which the permit applies.
8. A Custodian (subject to the Collective Agreement), security person or responsible person acceptable to the Controller of Facilities Services or designate may be assigned to the permitted facility to protect the interests of the Board by opening the facility, flushing water lines where applicable, providing access to appropriate areas, ensuring the security of the Board's property, responding to emergency situations and shutting down and securing the building at the completion of the program. Costs associated with the additional staff may be charged to the permit holder.
9. The Board will not be responsible for personal injury or for the loss or damage to personal belongings of participants or spectators inside the building or on the property.
10. Smoking is not permitted on Board property. The permit holder shall be responsible for enforcing this regulation.
11. All parties are to follow standards of behaviour that are consistent with the Provincial and local Code of Conduct when using space in our schools.
12. Exits must be kept free from any obstruction. Exterior doors are to be locked at all times and are not to be wedged open. If necessary, a monitor is to be stationed at the door to admit guests and to keep the door secure at all times.
13. Sleepovers are not permitted in Board facilities.
14. Any advertising for the Community Use activities, which identify the school as the location, must have written permission by the Controller of Facilities Services or designate.
15. No parking is permitted on lawns or asphalt play areas.
16. The Controller of Facilities Services / designate will monitor and record group activity complaints received and take appropriate action.
17. No storage space is granted to outside organizations.
18. Professional movers approved by the Board and paid by the permit holder must carry out moving of any school piano from stage to floor or vice-versa. Pianos must be returned to the same location in which they are found. When the permit holder requests tuning of pianos, a charge will be made.
19. Facilities shall not be physically altered in any way.
20. Custodial staff is on duty for the care and protection of school property and not as supervisors of an activity in progress.
21. Appropriate attire for the activity including footwear (e.g. running shoes on gym floors) must be worn by the active participants of the permit group.
22. Decorations must conform to fire safety practices as recommended by the Fire Department. The Board reserves the right to request inspections by Fire Department, Municipal and Provincial officials as deemed necessary. Any violations with respect to the above conditions may result in immediate cancellation of the Community Use Agreement.

PERMIT APPLICATION AND PROCESS

All individuals or groups (including Board staff) must apply and pay for use of Board facilities through the Niagara Catholic Community Use Online Reservation System at <http://ncdsb.ebasefm.com/communityuse/>

School Administration shall plan their after school hours facility needs in advance. The system will be available up to July 7th to school principals to enter their permit requests, prior to public bookings.

Board staff, no user fee and not-for-profit groups will be able to enter their permit requests from July 7th to August 31st and all other groups after September 7th for the coming school year. Upon approval, a permit number will be issued.

1. All after school events using Board facilities must have a Community Use Permit Number.
2. Applicants must be 18 years of age or older to obtain a permit.
3. Permits will be issued for a minimum of 1 hour.
4. Permits are valid for the current school year only. Applications must be made on a yearly basis.
5. Applications for community use must be received at least ten (10) working days prior to the date of use.
6. Depending on the classification of the user group, a non-refundable administration fee for community use of facility is required upon application.
7. Applicants are required to pay the applicable fees for any time or space used that exceeds the information stated on the permit.
8. Applicants are required to provide a valid credit card on their application form and agree to update their credit card information as required.
9. All taxes imposed on the sale of tickets for an event and all arrangements in regard to taxes shall be the responsibility of the organization using the facility.
10. Cost for the improper use of fire and security alarms or equipment will be charged to the permit holder.
11. The permit holder will make restitution for any damages caused.
12. It is the responsibility of the applicant to examine the facility to ensure its acceptability for the event.

USER GROUP CLASSIFICATIONS

Classification A

Board or school sponsored activities including: school council events, school dances, school sporting activities and Continuing Education, Catholic Church Services, Masses and Religious Instruction Classes.

Classification B

Not-for-profit youth related community groups providing services free of charge and no user fee.

Classification C

Not-for-profit youth related community groups including activities run by local not-for-profit youth groups, groups directly involved with children and youth including scouts/guides, YMCA/YWCA, 4H clubs, Special Olympics and other youth groups where the activities are intended for participants under the age of 18; not-for-profit recognized children's sport and recreation service providers including members or affiliates of Provincial sports organizations that are recognized by the Ministry of Tourism; not-for-profit childcare operations – before and after school childcare (as the Day Nurseries Act

Classification D

Not-for profit adult related community groups or other charitable groups such as local service clubs, community health associations, senior groups, etc. as determined by Senior Administrative Council, Niagara Catholic staff members booking a personal event.

Classification E

Commercial or profit groups including religious, cultural, service and recognized political organizations (Federal/Provincial/Municipal); individuals or groups providing services and programs for the community and charging participation or user fees (paid instruction/supervision) including music, dancing, arts, drama, gymnastics classes, sports and other groups including driver education programs, partnership in education – colleges and universities, enterprises, general public, Niagara Catholic staff members booking a for profit event.

INSURANCE

All permit holders shall carry liability insurance of at least \$2 million and name the Niagara Catholic District School Board as an additional insured. An insurance certificate proving compliance with this requirement must be provided before the permit application is approved. Where there is ongoing, continuous use, the insurance will contain a clause that it will not be cancelled or changed without the Board first having received not less than 30 days written notice of such a cancellation or change.

If an applicant for a permit is not able to provide his/her own liability insurance, the applicant can apply for the required insurance through the School Board under the following terms and conditions:

- The applicant must agree to pay the premium at the time of the application;
- The applicant must satisfy itself as to the limits of coverage and the exclusions from coverage;
- The applicant must be truthful in providing full information about the event that may be necessary to assess the risk;
- The applicant acknowledges that the Board would prefer the applicant to arrange his/her own insurance coverage. The Board assumes no liability with respect to the administration or placing of the insurance and the applicant releases the Board from such liability.

CANCELLATION OF PERMITS

1. In the event of any cancellation, the permit holder must contact the staff assigned to community use coordination a minimum of seven (7) working days in advance of the booking. The cancellation must be in writing through the Community Use Online Reservation System. Failure to do so may necessitate full charge for the rental facility. A cancellation fee will be applied in all cases.
2. Designated Board administrative staff may, at any time, cancel or withdraw the use of any facility, without cause or sufficient notice. In the event of such cancellation staff will endeavour, if requested, to find an acceptable alternate location. There shall be no claim or right to damage or reimbursement on account of any loss, damage or expense incurred by the permit applicant/holder.

3. Permits shall be invalid during the days when the schools are closed due to inclement weather. The Inclement Weather Policy will prevail in the event of school closures. Refunds or rescheduling of cancelled events must be applied for within the school year and will be undertaken at no cost to the user group.

SERVING OF ALCOHOL ON BOARD PREMISES

(This applies to all permit groups and Board staff)

When any group (including Board staff) proposes the consumption of alcoholic beverages during the rental period, it must be stated in the Community Use Online Registration Application and the appropriate licensing must be obtained. In addition, the following conditions must be met:

1. One individual is to be designated (name to be provided to the Board in advance) as the person in charge of the bar and must be a licensed bartender and/or have a Smart Serve Certificate. The designate must be given specific instructions and authority by the applicant to refuse alcoholic beverages to any person appearing to be intoxicated.
2. The application, together with all required information (liquor licence, alcohol insurance), is to be submitted one month in advance to the staff assigned to community use coordination.
3. Where alcohol is served, Alcohol Liability Insurance in an amount no less than two million dollars with the Niagara Catholic District School Board named as an additional insured and Liquor Licence obtained from the Liquor Control Board of Ontario must be carried by the user group.
4. Persons under the age of 19 must not handle nor be served alcohol.
5. Food must be served in conjunction with alcoholic beverages.
6. When alcoholic beverages are served, a custodian must be in attendance at the event and be responsible to lock up. In addition to the applicable rate, the organization must pay for this custodial assistance for the duration of the event.

The Board may enter into negotiated agreements for defined space requirements. Such agreements may include before and after school programs, licensed childcare centres, elections and polling stations, and reciprocal agreements.

EQUIPMENT

Auditorium equipment such as lighting and sound is included in the hourly rates below. Technicians are an extra hourly charge. User groups may be permitted to use some Board/School equipment through the Community Use Online Registration application.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE MEETING
JANUARY 16, 2018**

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: January 16, 2018



**REPORT TO THE COMMITTEE OF THE WHOLE
JANUARY 16, 2018**

**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: January 16, 2018

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
JANUARY 16, 2018**

PUBLIC SESSION

**TOPIC: DESIGN OF SYSTEM PRIORITIES AND BUDGET 2018-2019
CONSULTATION AND COLLABORATION SCHEDULE**

RECOMMENDATION

THAT the Committee of the Whole recommends that the Niagara Catholic District School Board approve the report on the Design of System Priorities and Budget 2018-2019 Consultation and Collaboration Schedule, as presented.

Prepared by: Senior Administrative Council

Presented by: John Crocco, Director of Education, Secretary/Treasurer
Giancarlo Vetrone, Superintendent of Business and Financial Services

Recommended by: John Crocco, Director of Education, Secretary/Treasurer

Date: January 16, 2018



REPORT TO THE COMMITTEE OF THE WHOLE JANUARY 16, 2018

DESIGN OF SYSTEM PRIORITIES AND BUDGET 2018-2019 CONSULTATION AND COLLABORATION SCHEDULE

BACKGROUND INFORMATION

Niagara Catholic has been recognized by the Ministry of Education and other leaders in education for the annual consultation and collaborative process in designing the Board's annual System Priorities and Budget to achieve the Board's Vision 2020 Strategic Plan.

Monthly at each Committee of the Whole Meeting, Senior Administrative Council provides a report and an opportunity for dialogue with Trustees on the status of achieving the Board's current System Priorities and balanced Budget. At monthly Board Meetings, Superintendent Vetrone provides the Board with a detailed monthly Financial Report. Both of these monthly reports provides Trustees with accurate and timely information and an opportunity to engage Senior Administrative Council as part of the Board's continuous monitoring and governance of the achievement of its System Priorities and balanced Budget.

In January of each school year, the Board and Senior Administrative Council collaboratively begin the process to design the following school year's System Priorities and balanced Budget. The focus of the consultation and collaboration is to ensure the continued achievement of the Board's Vision 2020 Strategic Plan, its Mission, Vision and Values, the two Strategic Directions and the four goals of the Ministry of Education in providing programs, services and supports for all students.

The Director of Education and Senior Administrative Council continue to be committed to two fundamental principles in preparing the 2018-2019 System Priorities and Budget:

- a) A continued commitment to providing Catholic educational excellence through programs and services for all students.
- b) A continued commitment to achieving the Board's Vision 2020 Strategic Plan and Annual System Priorities through balanced and financially sustainable annual budgets.

In preparing recommendations for the 2018-2019 System Priorities and balanced Budget for the consideration of the Board, the Director of Education and Senior Administrative Council continually monitor and review an extensive range of data and information about Niagara. The data includes population demographics, economic and employment statistics and trends; current and projected enrolment in elementary, secondary and continuing education schools, alternative learning programs; provincial educational directions; child care needs; provincial Grants for Student Needs (GSN), Educational Funding Other (EPO) grants and capital funding of district school boards.

As part of the design, consultation and decision making process for 2018-2019, the Director of Education, the Superintendent of Business and Financial Services and members of Senior Administrative Council will continue to engage, update and inform, through graphical reports, each months Committee of the Whole Meeting from January to May 2018.

System Priorities and Annual Budget 2018-2019 Consultation Process

As previously approved by the Board, the collaborative consultation and decision making process towards finalizing the Board's System Priorities and the Annual balanced Budget for 2018-2019 is as follows:

Decision Making Process

- ❖ Vision 2020 Strategic Plan Implementation Consultation – January to May 2018
- ❖ Consultation and Collaboration to design the System Priorities within the seven Enabling Strategies of the Board's System Priorities 2018-2019 – January to May 2018

System Priorities Enabling Strategies

- Provide Supports for Success
 - Enhance Technology for Optimal Learning
 - Building Partnerships and Schools as Hubs
 - Strengthen Human Resource Practices and Develop Transformational Leadership
 - Create Equity and Accessibility of Resources
 - Ensure Responsible Fiscal and Operational Management
 - Address Changing Demographics
-
- ❖ Committee of the Whole Information Updates, Collaboration and Discussion – January to May 2018
 - ❖ Presentation of 2018-2019 System Priorities – Committee of the Whole, May 8th, 2018
 - ❖ Presentation of Balanced 2018-2019 Budget – Board Meeting, May 22nd, 2018

Continuous discussion and consultation – January 2018 to May 2018

- ❖ Committee of the Whole – Trustees
- ❖ Senior Administrative Council
- ❖ Principals at Director's Meetings
- ❖ Family of Schools Meetings
- ❖ Secondary Principal Meetings
- ❖ Academic Council
- ❖ Elementary and Secondary Curriculum Councils
- ❖ Management Council Meetings
- ❖ School and CEC Staff Meetings

In collaboration with our partners – January 2018 to May 2018

- ❖ Student Senates – Elementary and Secondary
- ❖ Catholic School Councils
- ❖ Niagara Catholic Alliance Committee (NCAC)
- ❖ Niagara Catholic Parent Involvement Committee (NCPIC)
- ❖ Niagara Catholic Special Education Advisory Committee (SEAC)
- ❖ CUPE 1317
- ❖ OECTA - Niagara Elementary Unit
- ❖ OECTA - Niagara Secondary Unit

Consultation and Recommendation Schedule

Through the extensive opportunity provided to fully engage Trustees, staff and our partners in the design of the System Priorities and Budget for 2018-2019, the following are the timelines established towards meeting the Ministry of Education requirement for Board's to submit a balanced budget by June 29th, 2018.

- System Priorities and Budget Consultation
– January 2018 to May 2018
- Submission of System Priority and Budget Recommendations to Senior Administrative Council
– April 20th, 2018
- Presentation of Recommended System Priorities 2018-2019
– May 8th, 2018 Committee of the Whole Meeting
- Presentation of Recommended Balanced Budget 2018-2019
– May 22nd, 2018 Board Meeting

As we progress towards a final report and recommendation of the System Priorities and Balanced Budget 2018-2019 to the May 2018 Committee of the Whole Meeting and Board Meeting, the Director of Education and Senior Administrative Council will continue to update, inform and engage in collaborative discussions with the Board.

A visual component to this report will be presented at the Committee of the Whole Meeting to commence the design of the specific System Priorities within the seven Enabling Strategies of the Board's System Priorities and a balanced Budget 2018-2019.

Appendix A - Design of System Priorities and Balanced Budget 2018-2019 Consultation

RECOMMENDATION

THAT the Committee of the Whole recommends that the Niagara Catholic District School Board approve the report on the Design of System Priorities and Budget 2018-2019 Consultation and Collaboration Schedule, as presented.

Prepared by: Senior Administrative Council

Presented by: John Crocco, Director of Education, Secretary/Treasurer
Giancarlo Vetrone, Superintendent of Business and Financial Services

Recommended by: John Crocco, Director of Education, Secretary/Treasurer

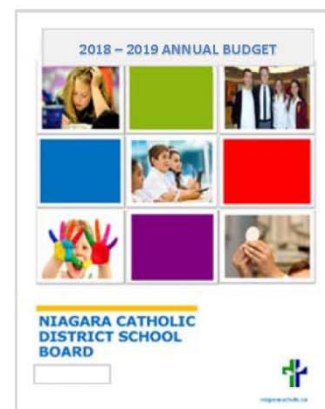
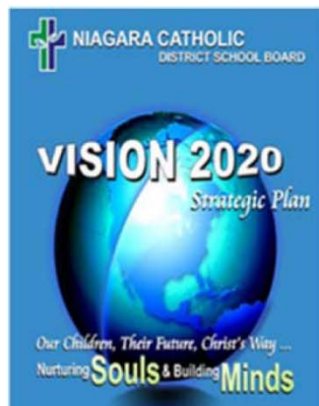
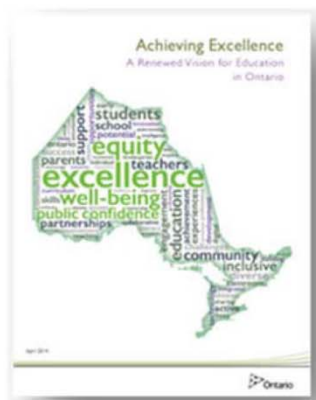
Date: January 16, 2018



Design of System Priorities and Balanced Budget 2018-2019

MISSION STATEMENT

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.



STRATEGIC DIRECTIONS

- Build Strong Catholic Identity and Community to Nurture the Distinctiveness of Catholic Education.
- Advance Student Achievement for All.

TWO GUIDING PRINCIPLES

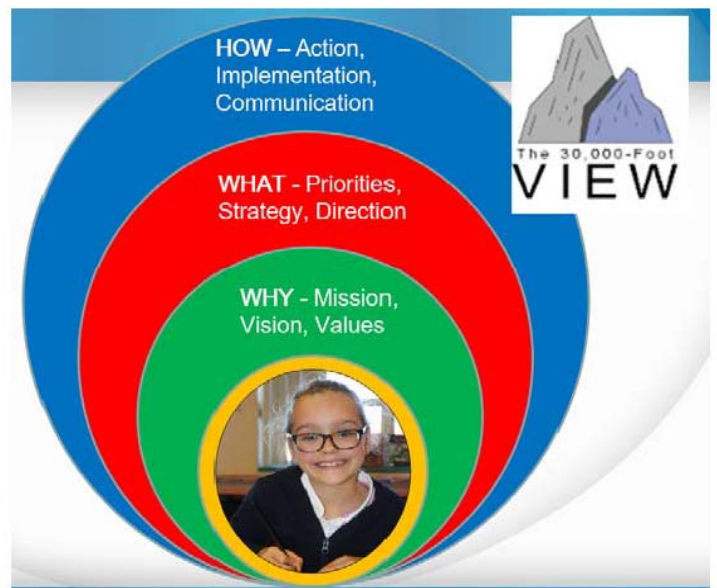
- Commitment to providing Catholic educational excellence through approved programs and services for all students.
- Commitment to achieving the Board's Vision 2020 Strategic Plan and Annual System Priorities through balanced and sustainable annual budgets.

VISION 2020 STRATEGIC PLAN ENABLING STRATEGIES

- Provide Supports for Success
- Enhance Technology for Optimal Learning
- Building Partnerships and Schools as Hubs
- Strengthen Human Resource Practices and Develop Transformational Leadership
- Create Equity and Accessibility of Resources
- Ensure Responsible Fiscal and Operational Management
- Address Changing Demographics



- **Provide Supports for Success**
 - Address learning gaps
 - Ensure student success in a Catholic context
 - Provide specialized subject teachers
 - Promote all pathways for all students
 - Increase opportunities for social justice
 - Mental health supports
 - Strategies for classroom supports
 - Impact of socio-economic factors
 - Life-skills programs for students
 - Provide additional resources for identified students
- **Enhance Technology for Optimal Learning**
- **Building Partnerships and Schools as Hubs**
 - Engage all students in community services
 - Create programs that meet local economic needs
- **Strengthen Human Resource Practices and Develop Transformational Leadership**
- **Create Equity and Accessibility of Resources**
- **Ensure Responsible Fiscal and Operational Management**
- **Address Changing Demographics**
 - Address declining enrolment
 - Prepare and support diversity of communities
 - Accuracy and impact of enrolment projections



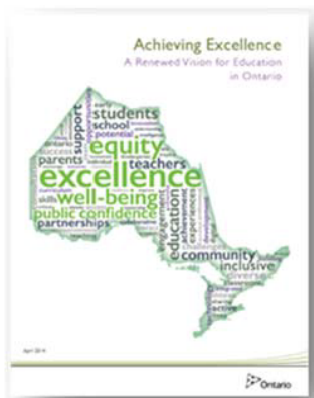
Invitation to submit a measurable action verb System Priority for 2018-2019 by April 20nd, 2018

Phrased with a measurable action verb:

- | | |
|-----------|------------|
| Design | Deliver |
| Implement | Review |
| Develop | Facilitate |
| Engage | Create |

EXAMPLE

*Address Changing Demographics
Develop and implement a revised Long Term
Accommodation Plan 2018 to 2023*



**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
JANUARY 16, 2018**

PUBLIC SESSION

**TOPIC: TRUSTEE INFORMATION
SPOTLIGHT ON NIAGARA CATHOLIC – DECEMBER 19, 2017**



December 19, 2017

2017 Director's Annual Report Shared with Trustees

Director of Education John Crocco shared the 2017 Director's Annual Report with Trustees during the final Board meeting of the calendar year.

The Ministry of Education requires all school boards to forward a Director's Annual Report to the Ministry, highlighting the action taken during the prior 12 months. Copies of the report are then distributed to our schools, Catholic School Councils, the Niagara Catholic Parent Involvement Committee, parish priests and community leaders for information. Electronic versions are also sent to Directors of Education throughout the province.

The finalized Director's Annual Report will be submitted to the Ministry by January 31, 2018, and posted on the Board website.

Shining the Spotlight on Saint Francis Catholic Secondary School



Every month, one Niagara Catholic school is showcased in a display at the Catholic Education Centre, as part of the School Excellence Program. That school also gives a short presentation to the Board during the month their display is highlighted, sharing the things that make their school special.

In December, the spotlight was on Saint Francis Catholic Secondary School. Principal Jim Whittard was joined by Vice-Principal Tony Della Ventura, teachers Micheline Hauber and Lisa Fazzalari, and students Maddie Maheu, Lucas Ferrante, Michael Setrak and Maceo Tripodi.

Principal Whittard held the floor first, talking about the academic and athletic successes Saint Francis students have achieved since the school year began, including sports wins at Zone and SOSSA, and the high marks on standardized testing results.

Lucas and Maddie then shared information about the school's very successful Pilgrimage.

With a student population of fewer than 600 students, an impressive 308 people took part in the Pilgrimage, raising an incredible \$31,000 for its current project, the Marie Immaculee school and its adjoining orphanage in Haiti. Prior to that, Saint Francis students and staff supported Regina Assumpta school in Cap Hatien, and another school in St. Marc. Michael and Maceo also spoke about the Pilgrimage, explaining how they came to choose their theme based on music, and how they motivate and inspire students to get involved.

During the presentation, the Saint Francis students performed two songs – *O Holy Night* and *Where is the Love?*.

Policies Approved

Trustees approved the updated *Trustee Expenses and Reimbursement Policy (100.13)* during the December 19 Board meeting. It is now available on the Board website.



Christmas Card Designers Recognized

Every year, elementary and secondary school students across Niagara Catholic are invited to submit their designs for Christmas cards that are used by Senior Staff, Trustees and are distributed to Bishop Bergie and parish priests.

During the December 19 Board Meeting, the 10 designers were recognized by the Board, and each received a plaqued version of their design. This year's recipients were: Alyssa Avolio (Grade 8, St. Alexander Catholic Elementary School), Dana

Borowitz (Grade 12, Saint Paul Catholic High School), Devin Brzozowski-Greenwood (Grade 11, Saint Michael Catholic High School), Cassie Corbett (Grade 7, St. Mark Catholic Elementary School), Alessandria DiMaria (Grade 8, Loretto Catholic Elementary School), Gabrielle Gaitan-Caballero (Grade 4, Holy Name Catholic Elementary School), Julia Kozlowski (Grade 9, Blessed Trinity Catholic Secondary School), Lucky Lou Delotta (Grade 8, St. Nicholas Catholic Elementary School), Eli Rigby (Grade 7, St. Peter Catholic Elementary School) and Nicholas Woodruff (Grade 9, Notre Dame College School).

Good News!

We've had an incredible first four months 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. Then check out the In the News section for media coverage of many of these stories, 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, especially now that winter is here!

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
JANUARY 16, 2018**

PUBLIC SESSION

**TOPIC: TRUSTEE INFORMATION
CALENDAR OF EVENTS JANUARY 2018**



JANUARY 2018

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2 Christmas Break December 25, 2017—January 8, 2018	3	4	5	6
7	8	9	10 SEAC Meeting	11 NCPIC Meeting	12	13
14	15	16 SAL Meeting CW Meeting	17 Niagara Catholic Annual Baby Celebration	18	19 Elementary PA Day	20
21	22	23	24	25	26 Secondary Exams Through February 1	27
28	29	30 Policy Committee Board Meeting	31			

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
JANUARY 16, 2018**

PUBLIC SESSION

**TOPIC: TRUSTEE INFORMATION
DRAFT SCHOOL YEAR CALENDAR 2018-2019**



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

MEMO TO: Elementary and Secondary Principals and Vice-Principals
O.E.C.T.A. Elementary
O.E.C.T.A. Secondary
C.U.P.E.
Catholic School Council Chairs
Niagara Catholic Parent Involvement Committee
S.E.A.C.
Coordinator of Staff Development
Coordinator of Student Success
Student Senate Co-Chairs

FROM: Frank Iannantuono, Superintendent of Education

DATE: Friday, December 22, 2017.

SUBJECT: **2018-2019 SCHOOL YEAR CALENDAR CONSULTATION PROCESS**

Prior to the submission of the 2018-2019 School Year Calendar Committee Report to the Niagara Catholic District School Board; please find attached the draft proposal of the Niagara Catholic Elementary and Secondary School Year Calendars for 2018-2019.

As part of the consultation process, the attached Elementary and Secondary draft calendars are provided in order that you may advise the members of your committees, staff and Catholic School Councils to seek input, comments and/or suggestions for consideration by members of the Niagara Catholic School Year Calendar Committee.

This coming September 2018, Labour Day falls on Monday, September 3rd. School Boards are mandated by the Ministry of Education to have a total of 194 school days in the school year.

In your consultation process, please discuss and comment on the calendar dates as well as possible alternatives. You are asked to submit the attached feedback form to the attention of Jennifer Pellegrini jennifer.pellegrini@ncdsb.com

To meet Ministry of Education school year calendar submission deadlines, please forward comments to the office of Jennifer Pellegrini **Friday, January 26th, 2018 at 1:00 p.m.** This will require Principals to present the draft calendars at a Catholic School Council meeting and provide a copy to all staff in order to receive and submit the required feedback to the Ministry of Education.

Once the Board and Ministry of Education approve the 2018-2019 School Year Calendars, the system will be informed. Thank you for your participation in our consultation process.

Attached – Elementary and Secondary School Year Calendar Draft – 2018-2019

cc. Senior Administrative Council

VETTING	
School	
Group Principal/Vice-Principal CSC SEAC NCPIC	
Individual	
Calendar Dates	Feedback or Comments
<i>Start of School Year</i>	
<i>Professional Activity Days</i> <i>Elementary:</i>	
<i>Professional Activity Days</i> <i>Secondary:</i>	
<i>Secondary Exam Days</i>	
<i>Christmas Holidays</i>	
<i>March Break</i>	
<i>Other</i>	

Board Name Niagara CDSB (B67156)			
Calendar Title [2018-300706] Elementary	Panel Elementary	Calendar Type Regular	Date Created Dec 15, 2017
Start of School Year Sep 03, 2018	End of School Year Jun 28, 2019	First Day Students Sep 04, 2018	Last Day Students Jun 27, 2019
Status Draft	Description Regular		

Month	1st Week					2nd Week					3rd Week					4th Week					5th Week					PA days	Instr days	Exam days
	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F			
August			1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	31	0	0	0
September	3 H	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28						0	19	0
October	1	2	3	4	5 P	8 H	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30	31			1	21	0
November				1	2	5	6	7	8	9	12	13	14	15	16 P*	19	20	21	22	23	26	27	28	29	30	1	21	0
December	3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24 B	25 H	26 H	27 B	28 B	31 B					0	15	0
January		1 H	2 B	3 B	4 B	7	8	9	10	11	14	15	16	17	18 P	21	22	23	24	25	28	29	30	31		1	18	0
February					1	4	5	6	7	8	11	12	13	14	15 P*	18 H	19	20	21	22	25	26	27	28		1	18	0
March					1	4	5	6	7	8	11 B	12 B	13 B	14 B	15 B	18	19	20	21	22	25	26	27	28	29	0	16	0
April	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19 H	22 H	23	24	25	26	29	30				0	20	0
May			1	2	3	6	7	8	9	10	13	14	15	16	17 P*	20 H	21	22	23	24	27	28	29	30	31	1	21	0
June	3	4	5	6	7 P	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28					P	2	18	0
July	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30	31			0	0	0

Board Name Niagara CDSB (B67156)			
Calendar Title [2018-300793] Secondary	Panel Secondary	Calendar Type Regular	Date Created Dec 15, 2017
Start of School Year Sep 03, 2018	End of School Year Jun 28, 2019	First Day Students Sep 04, 2018	Last Day Students Jun 26, 2019
Status Draft		Description Regular	

Month	1st Week					2nd Week					3rd Week					4th Week					5th Week					PA days	Instr days	Exam days		
	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F					
August			1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	31	0	0	0		
September	3 H	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28						0	19	0		
October	1	2	3	4	5 P	8 H	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30	31				1	21	0	
November				1	2	5	6	7	8	9	12	13	14	15	16 P*	19	20	21	22	23	26	27	28	29	30	1	21	0		
December	3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24 B	25 H	26 H	27 B	28 B	31 B						0	15	0	
January		1 H	2 B	3 B	4 B	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28 E	29 E	30 E	31 E		0	14	5		
February					1 P	4	5	6	7	8	11	12	13	14	15 P*	18 H	19	20	21	22	25	26	27	28				2	17	0
March					1	4	5	6	7	8	11 B	12 B	13 B	14 B	15 B	18	19	20	21	22	25	26	27	28	29	0	16	0		
April	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19 H	22 H	23	24	25	26	29	30				0	20	0		
May			1	2	3	6	7	8	9	10	13	14	15	16	17 P*	20 H	21	22	23	24	27	28	29	30	31	1	21	0		
June	3	4	5	6	7	10	11	12	13	14	17	18	19	20 E	21 E	24 E	25 E	26 E	27 E	28 P						2	13	5		
July	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30	31				0	0	0	

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
JANUARY 16, 2018**

PUBLIC SESSION

**TOPIC: TRUSTEE INFORMATION
ONTARIO LEGISLATIVE HIGHLIGHTS
DECEMBER 22, 2017
JANUARY 5, 2018**

ENTERPRISE

ONTARIO LEGISLATIVE HIGHLIGHTS

 enterprisecanada.com/ontario-legislative-highlights-december-22/

This is the final edition of *Ontario Legislative Highlights* for 2017. Our next edition will be posted on January 5, 2018.

From all of us at Enterprise, we wish you the best for a safe and happy holiday season!



December 22, 2017

WEEKLY ROUNDUP

'18 WITH A BULLET – The current calendar year may not be over yet, but politicians at Queen's Park have long since turned their attention to 2018 which, as you may have heard, is an ELECTION YEAR. As they made the rounds of year-end media interviews, the party leaders set the stage for how they plan to position themselves over the coming months:

- Premier **Kathleen Wynne** rarely has a conversation these days, let alone making an official statement, without the F-word – “fairness.” Despite criticisms her government has been too left-leaning, Wynne is doubling down on her “social justice” (another common Wynne catchphrase) agenda. She is evidently aiming to champion those feeling downtrodden – with a particular focus on precarious employment – with comments like this: “I have a deep belief that we don't play on a level field. And so, what can I do to level that playing field?” Interestingly, Wynne evaded media questions about her long-term future, changing the subject when asked how long she would stay in the Premier's Office if her Liberals retain power next June. (It is widely speculated Wynne would step down and trigger a leadership race roughly two years into a new mandate. But even if that is her plan, no politician would ever admit such a thing before an election campaign.)
- PC Leader **Patrick Brown** obviously feels more secure now that he's released his election platform, and he takes every opportunity to tout his proposals. But he hasn't

abandoned his previous messages tracks, which include dispelling perceptions he's a social conservative (read: anti-gay) with lines like "Love is love is love. It's none of government's business who you love. I just want people to be happy." He has also not strayed from disparaging the Liberals, telling the *Toronto Sun*, "We're going to end the endless political corruption we see in Ontario," and "the biggest difference is you can trust what the PC Party is saying."

- NDP Leader **Andrea Horwath** continues to be rather enigmatic, claiming credit for many Liberal policies but not saying how she might fill the hole they leave in her own platform. After months of harping on electricity costs and the privatization of Hydro One, lately Horwath has zeroed in on health care as another key line of attack. "This is about patients waiting in agony, treatments being delayed and people having their health and dignity impacted by hallway medicine," she railed about hospital wait times. "This is about people's lives." Horwath has also started laying the groundwork for a "real change" stance, lumping Wynne and Brown together and positioning the NDP as the true alternative. "Kathleen Wynne let us down ... Patrick Brown is proving that he's not the answer," she asserted.

REID 'EM AND WEEP – Much of the chatter around Wynne stepping aside has stemmed from polls continually showing her to be unpopular – which happened again this week when the Angus Reid Institute released its monthly ranking of provincial premiers. Wynne's approval rating was 20% – a three point improvement from the last poll but still worst in the country. By contrast, Saskatchewan Premier **Brad Wall**, who is retiring, garnered 71% approval, making him Canada's most popular premier – as he has been in every such poll since 2010.

THANK YOU FOR CHERI – Largely lost in the last-minute flurry of bill passing before the Legislature broke for the winter was the final bow as an MPP for New Democrat **Cheri DiNovo**. DiNovo is vacating her Parkdale-High Park seat at the end of December to return to her church work. She didn't make a farewell speech in the House, but was praised by members of each party. Horwath singled out DiNovo's efforts on LGBTQ issues – including passage of a law commemorating Trans Day of Remembrance last week – and concluded, "It has been an amazing, amazing journey." DiNovo's departure means that when the Assembly resumes two seats will be empty. Both Parkdale-High Park and Toronto Centre will stay that way until the general election in June, while at least eight other MPPs who aren't seeking re-election keep their seats warm until the writ drops.

NAMES IN THE NEWS – It used to be months into a new year before we knew Ontario's most popular baby names, but technology has enabled the Ministry of Government and Consumer Services to post the list even before the calendar turns over. (Never missing an opportunity to plug an initiative, MGCS Minister **Tracy MacCharles** used the list announcement to crow about how "ServiceOntario is making it easier for new parents to access the services they need, through the 4-in-1 Bundle" which provides a one-stop window to register a birth and apply for a birth certificate, social insurance number and child benefits.) In 2018, Olivia was once again the top girls' name – as it has been every year since 2008 – followed by other perennial favourites Emma, Charlotte, Ava and Sophia. For boys, Benjamin was the most

popular, followed by Liam (dropping to second after a five-year streak at the top), Noah, Ethan and Lucas. The ministry also notes that Lincoln made Ontario's top 20 for the first time ever, and credits the launch of the TV series *The Crown* with an upsurge in Elizabeths, Margarets and Winstons. Notably, none of Kathleen, Patrick or Andrea are on the list.

RUMOURS & RUMBLINGS

As noted above, the party leaders are diligently establishing the personas they want to take into the election. But even those carefully crafted images are subject to change, as strategists gauge the perceived whims of the electorate and adjust accordingly. Traces of market research and focus testing have been apparent in a few recent developments:

- Premier Wynne has ditched the pointy, cat-eye glasses, appearing in videos and public engagements sans spectacles. As party researchers tried to get to the bottom of her enduring unpopularity, the old-school glasses were undoubtedly raised as an image people didn't like – similar to Brown's slicked back hair, also now gone. Look for close-ups to highlight Wynne's piercing blue eyes, which were largely hidden before.
- Much as Wynne uses the word "fairness" constantly, "corrupt" has been a staple of the Tories' lexicon, increasingly so in recent months. Insiders say it was a word that kept coming up in focus groups to describe the Liberal government, so the Tories started using it ad infinitum.
- Even the name of the PC platform has a focus group ring to it. *The People's Guarantee* title didn't come out of nowhere – it's a hybrid of prevalent sentiments about government being too far removed from day-to-day struggles, and skepticism about promises being broken. This harkens back to the last successful Ontario PC platform, **Mike Harris's** famous (or infamous, depending on your political bent) *Common Sense Revolution*. Back in early 1990s, two themes simmered around an unpopular NDP government: dismay at what were seen as ideological decisions crying out for some basic common sense, and outright anger leading to calls for a revolution. Rather than choose one theme over the other, the Harris braintrust combined them and the *CSR* was born.

FOR THE RECORD

"If you look at the definition of constituency MP, I was that example. One of the greatest sources of support on this journey has been the people of Barrie and [Simcoe] County. A bunch of my staff at Queen's Park are folks that come from Barrie. I don't think Barrie's ever had this much presence at Queen's Park."

- PC Leader **Patrick Brown**, on a swing through his hometown, touting his contributions to the community as a federal MP and since becoming provincial leader.
-

“We want our suppliers to succeed. The new agreement provides compelling incentives for Bombardier to allocate the right resources and attention to the production of our Eglinton vehicles.”

- Metrolinx CEO **Phil Verster**, announcing a new contract with Bombardier that includes much higher damages if the beleaguered light rail vehicle manufacturer misses its delivery deadlines for the massive Eglinton Crosstown LRT project.

“I’ve said to the mayor, I’m bringing it in on revised time. I believe it can be on revised budget.”

- Outgoing TTC CEO **Andy Byford**, celebrating the opening of the Spadina subway extension with a quote that could become a new buzz phrase for politicians everywhere.

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ONTARIO LEGISLATIVE HIGHLIGHTS

 enterprisecanada.com/ontario-legislative-highlights-january-5/

January 5, 2018

WEEKLY ROUNDUP

THE BIG E – Never mind the date on the calendar, for Queen’s Park politicians, today is E-minus-154. That’s how many days until Ontario voters go to the polls, and between now and then influencing those ballots will be the singular focus for political parties. The provincial election will pretty much bisect 2018, creating two distinct halves, and the outcome will determine just how differently things look in Part 2. In any case, some significant changes are a certainty, as at least a quarter of Ontario’s MPPs will be new faces. For sure there will be 27 first-time MPPs. NDP MPP **Cindy Forster** announced this week that she will not seek re-election – citing “family circumstances that require my attention” – bringing the total of retiring incumbents to nine. Three seats are currently vacant, and there are 15 newly created ridings to be filled. Add to that at least one and probably two of the party leaders whose resignation will be at hand should they not fare well in June. Premier **Kathleen Wynne** is very likely a goner if her Liberals cede power, and NDP Leader **Andrea Horwath**, who is leading her party into an election for the third time, needs a better showing to hang on to her job. Only PC Leader **Patrick Brown** stands to survive an election loss, given that this is his first shot at the helm – although with high expectations for a Tory victory, he too could be on thin ice should he have a disappointing campaign.

ROLE PLAY – One of the now-empty seats is Toronto’s Parkdale-High Park, left open by the departure of New Democrat **Cheri DiNovo**. Horwath’s caucus is now depleted by two, with Bramalea-Gore-Malton also vacant thanks to **Jagmeet Singh**’s ascension to the federal NDP leadership. This has led to an expectation that Horwath will shuffle her shadow cabinet – which is a common practice anyway in the lead-up to an election, as party leaders try to give key MPPs a higher profile. DiNovo had three critic portfolios – LGBTQ Issues, GTA Issues and Urban Transportation – but all were sub-posts in larger ministries, so Horwath could opt to leave things as-is with little overall impact. Meanwhile, Wynne’s last cabinet shuffle was back in July (necessitated by the resignation of Environment Minister **Glenn Murray**, whose Toronto

Centre riding is the third seat that won't be filled before the general election) but that was relatively minor, and most of her cabinet has been intact since June of 2016. However, three of her senior ministers – **Deb Matthews**, **Liz Sandals** and **Brad Duguid** – are on the list of retiring MPPs, fuelling speculation Wynne could re-jig her Executive Council before the House resumes in February.

Updated wall charts listing MPP responsibilities and key government contacts are now available. [Click here to download:](#)

MPP Chart

Government Contact Chart

INDIA INK – If Brown is thinking about changes to his team of critics – his 29-member caucus remains whole, with only **Julia Munro** announcing she won't be back post-election – they will have to wait at least a few weeks. Brown is on the other side of the world at the moment, on his annual visit to India. According to his own posts on Twitter, this is his 18th trip to the subcontinent. While technically unofficial, Brown is meeting with Indian dignitaries and celebrities, and providing a steady stream of social media play-by-play and pictures.



Ontarians of South Asian descent were a key demographic in his surprising leadership victory in 2015, and Brown is obviously keen on continuing to cultivate their support. Among those accompanying him on the junket is **Amarjot Sandhu**, the PC candidate in Brampton West.

HAPPY NEW RULES – With the turn of the calendar comes a whack of regulatory changes, one of two occasions each year that such laws take effect (July 1 is the other). Most will be old news come election time, but Wynne's Liberals are hoping some residual goodwill will linger and they will promote the heck of out of them – at least until the spring Budget sets out a new plate of goodies. Among the laws that went into effect last Monday are a \$14/hr minimum wage, free prescription drugs for anyone under 25, mandated three weeks of paid vacation for employees with five years of service to the same employer, a drop in the corporate income tax rate to 3.5%, linkage of Ontario's carbon market with Quebec and California, municipalities being allowed to restrict payday loan shops and a requirement that electric vehicle charging stations be installed in all new commercial office buildings.

AMAZON WARRIORS – Speaking of office buildings – campuses, actually – one key happening in 2018 will be the selection of Amazon's second North American headquarters. No fewer than five Ontario communities are among the 238 bids: Toronto, Ottawa (partnered with Gatineau), Windsor (partnered with Detroit), Sault Ste. Marie (partnered with Sault Ste. Marie, Michigan) and Simcoe County. Amazon has not indicated exactly when it will unveil the winner, only that the "Final Site Selection and Announcement" will take place in 2018. Depending on the timing, the success/failure of the Ontario bids could have an impact on the election here.

Premier Wynne has staked her place in the contest, having written a personal note to Amazon CEO **Jeff Bezos**, “to share Ontario’s enthusiasm about this opportunity and outline why our province is such a great fit for HQ2.”

FOR THE RECORD

“Asking minimum wage workers to sign a pledge acknowledging that their breaks will now go unpaid or agreeing to only receive eight hours pay for a nine hour day is not decent and it’s not fair. It is the act of a bully. If Mr. Joyce wants to pick a fight, I urge him to pick it with me and not those working the pick-up window and service counter of his stores.”

- Premier **Kathleen Wynne**, with a scathing statement aimed at **Ron Joyce Jr.** – whose family founded the multi-billion-dollar Tim Hortons donut chain. Joyce imposed clawbacks on employees at the Cobourg franchise he owns, to counter the Wynne government’s minimum wage increase.

“It’s ass backward and incompetent ... While other countries have strengthened public safety since [the tsunami-induced disaster at] Fukushima, it’s taken the Ontario government six years to maintain the status quo.”

- **Shawn-Patrick Stensil** of Greenpeace, ridiculing Ontario’s updated response plan for an accident at a nuclear plant.

“Serving the community from the frontlines for more than four decades as a public servant in many different roles, and over these last seven years as an MPP, I have stood shoulder-to-shoulder with workers and families in our struggle for a better tomorrow ... I look back at everything we have already achieved with immense pride, I have great confidence in Andrea Horwath, and I feel hopeful and optimistic about the future of this great province.”

- Welland NDP MPP **Cindy Forster**, announcing she won’t be on the ballot in June.

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**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
JANUARY 16, 2018**

PUBLIC SESSION

**TOPIC: TRUSTEE INFORMATION
DRAFT 2018 BOARD COMMITTEE MEMBERSHIP**



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

2018 BOARD COMMITTEE MEMBERSHIP

Members to the Committees are appointed by the Chairperson of the Board in consultation with the Vice-Chairperson of the Board.

STATUTORY COMMITTEES	TRUSTEE MEMBERSHIP REQUIRED	2018 MEMBERSHIP
Audit Committee <i>O. Reg. 361/10, s. 7 (1). The term of office of a member of the audit committee who is a board member shall be determined by the board but shall not exceed four years.</i>	3 Trustees required	Kathy Burtnik Fr. Paul MacNeil Pat Vernal
Niagara Catholic Parent Involvement Committee (N.C.P.I.C.)	2 Trustees required	Kathy Burtnik Dino Sicoli
Special Education Advisory Committee (S.E.A.C.)	2 Trustees required	Maurice Charbonneau Pat Vernal
Supervised Alternative Learning Committee (S.A.L. Committee)	2 Trustees required	Frank Fera Ted O'Leary

STANDING COMMITTEES	TRUSTEE MEMBERSHIP REQUIRED	2018 MEMBERSHIP
Disciplinary Hearing Committee <i>NOTE: All Trustees serve as alternates for this Committee only</i>	3 Trustees required	Maurice Charbonneau Frank Fera Ted O'Leary
Policy Committee	3 Trustees required	Kathy Burtnik Dino Sicoli Pat Vernal

AD HOC COMMITTEES	TRUSTEE MEMBERSHIP REQUIRED	2018 MEMBERSHIP
Blessed Trinity Catholic Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee	3 Trustees required	Fr. Paul MacNeil Dino Sicoli Pat Vernal
Denis Morris, Holy Cross, and Saint Francis Catholic Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee	3 Trustees required	Kathy Burtnik Maurice Charbonneau Pat Vernal
Lakeshore Catholic Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee	3 Trustees required	Kathy Burtnik Ted O'Leary Dino Sicoli
Notre Dame College Catholic Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee	3 Trustees required	Fr. Paul MacNeil Ted O'Leary Dino Sicoli
Saint Michael and Saint Paul Catholic Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee	3 Trustees required	Kathy Burtnik Frank Fera Ed Nieuwesteeg

OTHER LIAISON COMMITTEES	TRUSTEE MEMBERSHIP MANDATED	2018 MEMBERSHIP
Staff Wellness Committee	1 Trustee required	Dino Sicoli Maurice Charbonneau (Alternate)

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
JANUARY 16, 2018**

PUBLIC SESSION

**TOPIC: TRUSTEE INFORMATION
STUDENT TRANSPORTATION CONSULTATION**



Ontario Catholic School
Trustees' Association

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Patrick Daly, *President*
Beverley Eckensweiler, *Vice President*
Nick Milanetti, *Executive Director*

Date: December 22, 2017

TO: All Chairs and Directors of Education
FROM: Patrick Daly, President
SUBJECT: Student Transportation Consultation

Further to my memo of November 6, 2017, regarding the Student Transportation Reference Group (“reference group”) led by Ms. Joan Green and Mr. Michelle Paulin, on December 15, 2017, the Minister of Education publically announced “public engagement sessions” the reference group will hold across the Province in the Winter of 2018.

In addition to these engagement sessions, the Ministry released the “Discussion Paper on a New Vision for Student Transportation in Ontario” (attached). The purpose of the discussion paper is to guide the exploration of policy options to enhance the quality and effectiveness of student transportation. It also supports the development of a new vision of student transportation to support students in the following areas:

- Readiness for learning—ensuring transportation assists student’s preparedness for the school day,
- Sustainability and responsibility—innovation and improved use of resources, and
- Community confidence—developing a shared responsibility for student safety and well-being.

The discussion paper also develops “four pillars” that will guide the development of the ministry’s new student transportation policy framework and its implementation. These pillars are:

- Responsiveness—does the service contributed to student achievement and excellence?
- Equity—are transportation services accessible for all students?
- Safety and well-being—are the services conducive to student safety and well-being?
- Accountability—are services provided in an efficient and effective manner?

Next Steps:

The Ministry has proposed the following dates for Regional Engagement Sessions. These will provide local boards the opportunity to participate in the consultation process. Each session will be roughly 1 hour in length:

- Sudbury—January 30
- Thunder Bay—January 31
- Ottawa—February 6
- London—February 8
- Toronto—February 13
- Barrie—February 15.
-

We strongly encourage boards to participate in the engagement sessions and/or submit written responses to the discussion paper please contact: ST.newvision@ontario.ca or nathania.ho@ontario.ca.

As you are aware, Steve Andrews and I are representing OCSTA on the reference group. OCSTA will also be developing a formal response to the discussion paper. Throughout the engagement process we will strongly advocate that any future transportation model will be equitable, adequate, and provide for sufficient flexibility and autonomy at the local level.

If you have any questions, please do not hesitate to contact me or Stephen Andrews at sandrews@ocsta.on.ca.

Attachments

DECEMBER 2017 • MINISTRY OF EDUCATION

Discussion paper on a new vision for student transportation in Ontario

We invite you to provide your feedback to help us understand what's important to you about student transportation. Please send your feedback to the discussion questions in this paper to **ST.newvision@ontario.ca**.

The Ontario Public Service endeavours to demonstrate leadership with respect to accessibility in Ontario. Our goal is to ensure that Ontario government services, products, and facilities are accessible to all our employees and to all members of the public we serve. This document, or the information that it contains, is available, on request, in alternative formats. Please forward all requests for alternative formats to ServiceOntario at 1-800-668-9938 (TTY: 1-800-268-7095).

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Une publication équivalente est disponible en français sous le titre suivant : *Document de discussion sur une nouvelle vision du transport des élèves en Ontario, 2017*

This publication is also available on www.ontario.ca.

A Message from the Minister of Education

At first glance, it's a clear and simple goal: make sure that all Ontario students arrive safely at school, on time and ready to learn. As a primary student, I took the bus to school, and I remember how important this was in giving my parents peace of mind.

Every school day in Ontario, more than 800,000 students – more than two in five – rely on student transportation services to get them to and from school safely, punctually, and efficiently. Every Ontario school board provides transportation services to eligible students through funding from the provincial government.

Our student transportation system is built on a strong foundation of dedicated drivers, transportation providers, school boards, and their consortia, who jointly deliver student transportation. We recognize that in 2017, this system is faced with both challenges and opportunities that will determine its long-term success.

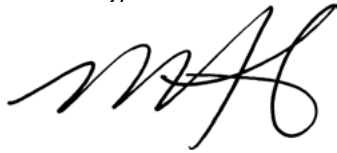
With shifting enrolment demographics, student transportation needs are changing. In addition, technology and innovation are offering new, more effective and more accessible, ways to transport students to school and to co-curricular activities. We know that we can do more to promote healthy physical activity, student safety and environmental sustainability in our system. The effect of these challenges and opportunities is magnified as the number of students being transported continues to grow.

We are responding to these challenges and opportunities with a fresh look at the overall delivery of student transportation. To begin the process, we are creating a new vision for student transportation that reflects the needs of students, families, and schools, today and in the future.

I am pleased that Joan Green and Michel Paulin have agreed to lead this engagement. Our executive co-leads have extensive experience promoting student achievement and well-being, as well as administering academic and operational education policy, including finance, facilities and transportation. Their complementary skills and expertise will guide us as we work together to create a new vision for student transportation.

Your input is crucial to our success. We want your ideas! All of our stakeholders and partners have made tremendous contributions to student transportation in Ontario. We want you to help us create a new vision for a system that is safe, responsive, equitable, and accountable.

Sincerely,

A handwritten signature in black ink, appearing to read 'MH', written in a cursive style.

Mitzie Hunter, MBA
Minister

Help Us Form a New Vision for Student Transportation

Every day, transportation consortia and school bus operators work to improve our student transportation system. To continue to get students to where they need to be, we must consider both current challenges and emerging possibilities. In the spirit of constant improvement, our goal with this new vision is to deliver a safe, responsive, equitable and accountable student transportation system that takes advantage of everything that technology and innovation can offer in the 21st century. Transportation should be as supportive of student success and well-being as possible.

We can capitalize on what is working well now, address problems that need solutions, and imagine a bold, exciting future. In a world where ride-sharing, automation and new modes of rapid transit are transforming the ways people in Ontario move, it is time that we envision new approaches to student transportation.

Building on past work by the ministry, partners, and stakeholders, this discussion paper will support a thorough review of student transportation services. We will consider the perspectives of students, families, communities, educators, school boards and their partners. We will ask those who set policy, administer the system, and provide and use these services to reflect on the core values and all components of Ontario's student transportation services. This dialogue aims to create a shared commitment to a new, innovative and dynamic student transportation system.

This engagement will explore innovative options and suggest new approaches that can enhance the quality and effectiveness of student transportation.

A new vision will help us achieve desired outcomes in each of the following three broad areas:

Readiness for learning:

- We will enhance the transportation environment to make sure that it supports students' preparedness for learning during the school day, and is responsive to their needs.

Sustainability and responsibility:

- We will embrace innovation for better use of resources to support continuous improvement of the student transportation system and enhanced accountability.

Community confidence:

- We will foster shared responsibility for safety, student well-being and support for all families in Ontario.

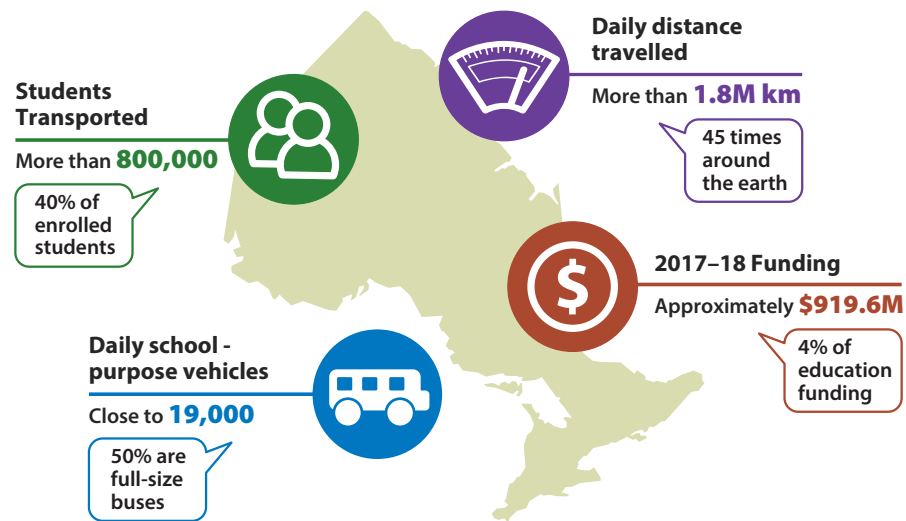
With your participation, this engagement will deliver:

- Short-term recommendations that may be achievable within existing funding, operational and legislative frameworks; and
- Long-term recommendations that will take advantage of innovation and may require significant changes to existing funding, operational and legislative frameworks.

This discussion paper provides you with background on how student transportation is delivered today. It outlines the four pillars that are the foundation of this review, and sets out questions for your consideration. It identifies priorities and approaches that can help build a more responsive, equitable, safe and accountable transportation system.

Our final report will recommend strategies, partnerships, best practices and innovations to create a sustainable student transportation system that supports the education goals outlined in *Achieving Excellence: A Renewed Vision for Education in Ontario*. We will create a new vision for student transportation that is ready for the future.

The Current State of Student Transportation in Ontario



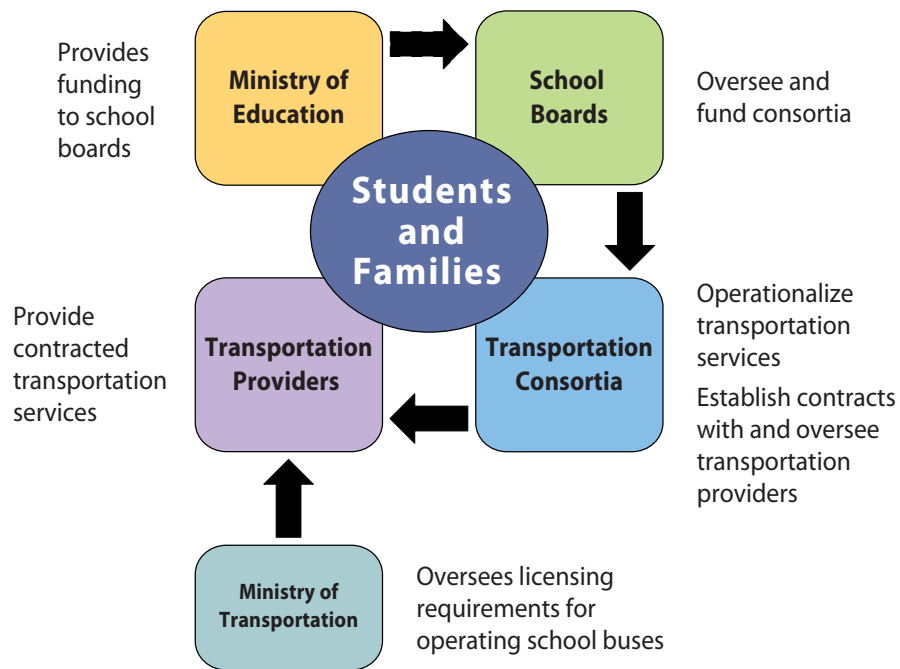
About 40 per cent of Ontario students currently receive transportation services. Within school boards, the proportion of transported students ranges from 10 to 86 per cent. Service levels vary because of differences in local geography, population density and eligibility policies.

While most transportation services are provided through school buses (79 per cent), some students are transported using aircraft to travel to and from remote locations or in vans or taxis, usually for specialized transportation needs. Some school boards use available public transit instead of private transportation providers. Others choose to provide transportation services in urban areas that are served by public transit.

School boards determine which students receive transportation, based on eligibility criteria they set, such as walking distance to school. School boards may also offer transportation for other reasons, such as specific programs, specialized student needs and transportation for students who encounter hazards within their walking distance.

The Student Transportation Delivery Model

All Ontario school boards provide transportation services to eligible students, based on their own eligibility policies. Student transportation is delivered by several partners working together.



The **Ministry of Education** provides annual funding to school boards for student transportation services through the Student Transportation Grant. School boards develop their transportation budget based on what they expect to receive from the Ministry of Education, and allocate the grant to meet local priorities. In 2017–18, the Student Transportation Grant is projected to be \$919.6M, an increase of about 45 per cent (\$285.5M) since 2003.

The **Ministry of Transportation** is responsible for licensing and setting standards for the safe operation of school buses in Ontario through the Highway Traffic Act and its regulations.

School boards oversee, fund and provide resources for **transportation consortia**. School boards also set eligibility policies for transportation. School boards within the same consortium can have different eligibility policies.

The **transportation consortia** are responsible for administering policies, planning services, awarding and managing contracts with transportation providers and auditing their performance for contract compliance.

To increase efficiency in student transportation, the Ministry of Education asked all school boards to begin consolidating transportation functions into consortia in the 2006–07 school year. A transportation consortium is an organization formed by two to five school boards operating in the same geographical area. There are now 33 transportation consortia covering all but one of the 72 school boards in the province.

Transportation consortia and the Ministry of Education have worked with providers to modernize the sector and increase system effectiveness and efficiency. Changes include greater clarity about roles and responsibilities, new leading practices, better use of data and routing technology, and improved contract and performance management.

Transportation providers are contracted by transportation consortia and school boards for service delivery. They also provide quality assurance for vehicles, drivers and driver safety training.

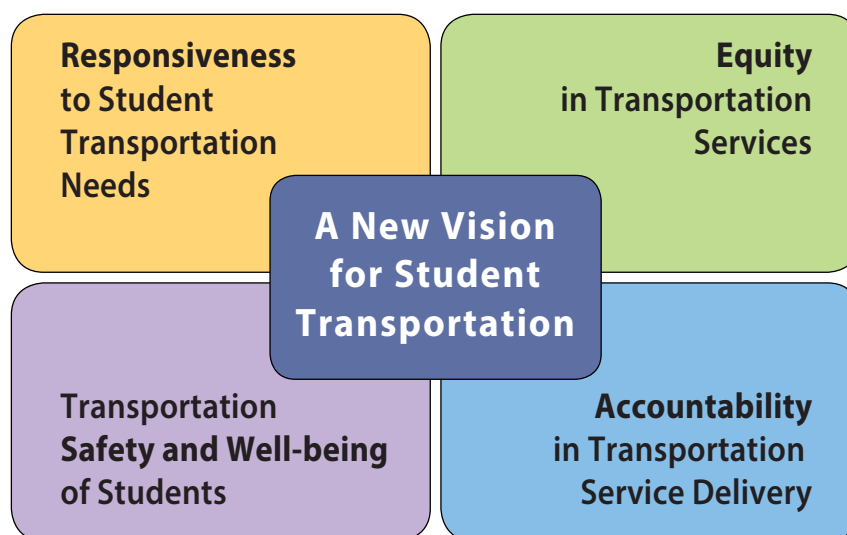
Starting Points for Discussion

Student transportation in Ontario faces a number of concerns that are relevant to one or more of the pillars of responsiveness, equity, safety and well-being, and accountability.

These pillars are the guiding values that define how student transportation is designed and delivered. The pillars support the achievement of the desired outcomes in the three broad areas defined above:

- readiness for learning
- sustainability and responsibility
- community confidence

The four pillars shown here are aligned with Ontario's goals for education. They will guide Ontario's new vision for student transportation.



- **Responsiveness** (*focuses on service levels*)
Are all of the students who are being transported receiving the service they need to achieve excellence?
- **Equity** (*focuses on accessibility*)
Are transportation services accessible to all those students who require them to be successful?
- **Safety and well-being** (*focuses on environments conducive to physical and psychological safety*)
Are the transportation services conducive to student safety and well-being?
- **Accountability** (*focuses on quality assurance*)
Are services being provided in an efficient and effective manner, and producing the desired outcomes?

Together, consideration of these four key pillars will guide Ontario's new student transportation policy framework and its future implementation.

We are looking for creative solutions to enhance the quality of service to our students and communities. To achieve that, our conversation must focus on viable possibilities for change and improvement, and consider the advantages offered by technology and innovation.

Concerns identified by students, families, other stakeholders and partners will provide the starting points for discussions on how we can create a new vision for student transportation. We are confident that as we address the strengths and weaknesses of the current system, new approaches and innovative ideas will emerge from our consultations.

The Value of Public Engagement

To make sure that our system continues to meet the needs of Ontario's students and families, we are asking for your advice and feedback on a new vision for student transportation. We want to hear your views on the issues and challenges that have affected your experience with student transportation. We also want your ideas on innovations and opportunities that will help shape the future.

The review will take place over the next year, and will include input from stakeholders such as parents, students, educators, transportation consortia and transportation providers. In addition, the co-leads of this review will meet with two reference groups: one made up of transportation experts within the education sector and one comprising advisors working in the broader transportation industry. These groups will provide insight on forward-thinking approaches for sustainable, responsive and valued services.

Public engagement offers many benefits. It will:

- Provide direct feedback from a wide range of partners and stakeholders
- Contribute to the development of a new funding approach that addresses current realities and emerging needs
- Present innovative strategies that can improve the effectiveness and efficiency of the student transportation system
- Provide information on the effectiveness and efficiency of student transportation

Your feedback, combined with insights drawn from research and experiences from student transportation in other jurisdictions, will help create the new vision for student transportation in Ontario.

Key Discussion Questions

The work we have done in the past to improve the student transportation system has been successful because of clear communication with engaged partners and stakeholders. This is a large and diverse group that includes students, families, school boards, consortia, transportation service providers, education sector groups, school business officials, unions, ministries, agencies and municipalities.

As we create a new vision for the future, your input is essential. To get the best advice on how to move forward, we need your feedback on the following questions, which are organized according to our four pillars. When answering these questions, please consider the diverse and unique needs of children and families across the province.

Our new vision will also support our Indigenous partners, francophone communities, and families whose children have disabilities and special needs. In addition, it will take into account the range of needs of remote, northern, rural and urban communities.

The questions in this paper will begin our conversation with all stakeholders who have an interest in improving our student transportation system. There will be opportunities to contribute to this dialogue through stakeholder meetings and online written submissions.

We urge all participants to consider these and any other questions **before** they attend the engagements. Seek out other opinions. Talk to your children, neighbours, friends, teachers, principals – anyone whose informed opinion can help us transform student transportation in Ontario. We are looking for your input on the current system and we are very interested in what you think is possible if we “dream big” about what the future of student transportation in Ontario could be.

We look forward to your feedback to help guide this review. If you think there is something important we haven't addressed, we want to hear about that too!

These questions are designed to prompt discussion to help us transform student transportation in Ontario. Some suggested topics that reflect current discussions on student transportation are listed for your consideration in the boxes below. Note that there are many other innovative ideas about the scope and nature of these services that can be part of the conversation, and will help us shape a new vision.

Responsiveness – service levels

When answering the following questions about student transportation, consider your own experiences with: access to programs, customer service, timeliness of service, scheduling for programs outside school hours and workplace experiential learning programs.

1. Do you think that Ontario students are well-served in the current system?
2. Which aspects of service are working well to help support students in achieving excellence?
3. What's not working?
4. How can we improve service by focusing on innovations and partnerships that will help us create a more responsive transportation system?

Equity – accessibility

When answering the following questions about student transportation, consider your own experiences with: provisions for students with special needs, inclusiveness of communities, comparability of service to other Ontario jurisdictions and walking distances.

1. Do you think that all Ontario students are receiving the transportation services that they need?
2. Does the student transportation system adequately take into account the diverse needs of different types of students?

3. Do you have any specific examples of situations that show that there is an equity issue that needs to be addressed?
4. What sorts of innovations and partnerships could help us create a more equitable and accessible transportation system?

Some current topics for consideration

Ride times

Some school boards set maximum ride time guidelines, ranging from 60 to 90 minutes. School boards may also specify exemptions to maximum ride times.

Special needs

About 200,000 Ontario students are identified as having special education needs. It is important that the system continue to meet the needs of students who require specialized transportation.

Courtesy transportation

Some school boards provide this to students who are not eligible for transportation based on distance or other criteria. In these cases, students are provided with transportation if they live on an existing school bus route with available seats. Criteria for access differ among school boards.

Support for families

Student transportation services can significantly impact the day-to-day routines of families. Changes to pick-up and drop-off times can affect the work hours of parents and other caregivers. Students may have different pick-up and drop-off addresses due to joint custody or child care arrangements.

Safety and well-being – safe and respectful transportation environment

When answering the following questions about student transportation, consider your own experiences with: student behaviour, student health and activity levels, student safety training, ride times, vehicle condition and certification, driver competence and preparedness, road safety and emergency provisions.

1. Do you believe that Ontario is doing enough to support the safety and well-being of students, staff and drivers?
2. What improvements could be made to safety and well-being for students as they are being transported to and from school?
3. Do you have any specific examples of situations where safety and well-being is being compromised? What is the biggest risk to safety and well-being?
4. How can we enhance safety and well-being in the transportation environment to ensure that it supports students' preparedness for learning during the school day?

Accountability – quality assurance

When answering the following questions about student transportation, consider your own experiences with: routing, efficient use of resources, transparency, continuous improvement initiatives, environmental responsibility and reliable, sustainable service.

1. Do you believe that we are receiving good value for the money spent on student transportation?
2. How could the efficiency and affordability of the transportation system be improved? Are there innovative approaches that could help?
3. When it comes to delivering responsive, equitable, and safe student transportation, what roles and/or responsibilities do you feel Ontario, school boards and transportation providers should have?
4. What changes would create a more accountable and transparent transportation system?
5. What can we do to ensure an adequate supply of well-trained school bus drivers?

Some current topics for consideration

Avoiding hazards

Students who live within the walking distance threshold of their schools may be provided with transportation when safety hazards (e.g., railway tracks, high-speed roads) are identified. Criteria for defining hazards differ among school boards.

School bus safety training

The types and levels of training are determined by school boards and the consortia, and vary across the province. The Ministry of Education is providing school boards with school bus rider safety videos and on-site school bus safety training.

Public health and the environment

Physical inactivity among children and vehicle emission levels are growing concerns.

Service sustainability

Due to increasing demand for service, labour market conditions leading to driver shortages, and investments in new technologies and more fuel-efficient vehicles, costs for transportation can be unpredictable, and differ significantly between boards.

Moving Forward

Your feedback will help us to create a new vision for student transportation in Ontario. Your participation will allow us to develop a deeper understanding of what we are currently doing right, and what is required to expand our horizons and enhance the value of student transportation for students and communities.

Ontario's students deserve the best transportation services we can give them. With that in mind, we hope to hear from people across the province to ensure a rich and diverse range of opinions from as many voices as possible.

The questions in this paper will begin our conversation with all stakeholders who have an interest in improving our student transportation system. There will be opportunities to contribute to this dialogue through stakeholder meetings and online written submissions.

Thank you for taking the time to reflect on these important questions and for providing your insights and suggestions. Together, we can make sure that our policies and programs provide the best possible transportation for our students wherever they live and go to school in Ontario.

The future is now

Technology already plays a major role in student transportation in Ontario, and that role is expanding rapidly. All transportation consortia in Ontario use route planning software to plan and optimize routes, using student, school board, and geographic information system (GIS) data.

They also use technology to manage their systems and communicate with service providers and users. They often provide current information to parents (e.g., information on transportation eligibility, late bus notifications, trip cancellation information) through online portals, text messages and social media.

This is only the beginning. As in most areas of modern life, technological innovations will radically change the nature of student transportation. As you think about the questions in this discussion paper, consider how current and future innovations might shape the ways in which students can get to and from school.

Some examples:

- GPS-equipped school buses
- “where’s my bus?” apps
- “rate your ride” apps
- ride-sharing apps for caregivers
- apps that coordinate walking to school
- ride-sharing services (e.g., Uber, Lyft)
- alternative-fuel vehicles



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