



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, OCTOBER 12, 2010

7:00 P.M.

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

8:30 p.m. Timed In Camera Item

A. ROUTINE MATTERS

1. Opening Prayers – Trustee Crole -
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 September 14, 2010 A5

B. PRESENTATIONS

C. COMMITTEE AND STAFF REPORTS

1. Policy Committee
 - 1.1 Unapproved Minutes of the Policy Committee Meeting of September 28, 2010 C1.1
 - 1.2 Approval of Policies C1.2
Board By-Laws (100.1) (*Review*)
 - 1.3 Policy Development C1.3
2. International Student Exchange C2
3. Catholic School Councils Annual Report 2009-2010 C3
4. Niagara Catholic Celebrates the Canonization of Blessed Brother Andre C4
5. Full Day Early Learning Kindergarten Program Update C5
6. Staff Development Department Professional Development Opportunities C6
7. Extended Overnight Field Trip/Excursion/Exchange Approval Committee C7

- | | |
|---|------|
| 8. Monthly Updates | |
| 8.1 Capital Projects Progress Report | C8.1 |
| 8.2 Student Trustees' Update | - |
| 8.3 Family of Schools Superintendents' Monthly Update | - |

D. INFORMATION

- | | |
|---|------|
| 1. Trustee Information | |
| 1.1 Spotlight on Niagara Catholic – September 28, 2010 | D1.1 |
| 1.2 Calendar of Events – October 2010 | D1.2 |
| 1.3 World Teachers' Day – October 5, 2010 | D1.3 |
| 1.4 Niagara Catholic Regional School Council Annual Chairpersons and Members' Meeting
Wednesday, October 20, 2010 – 7:00 p.m. -Monsignor Clancy Catholic Elementary School | D1.4 |
| 1.5 Pilgrimage Sunday – October 24, 2010 | - |

E. OTHER BUSINESS

- | | |
|--|---|
| 1. General Discussion to Plan for Future Action | |
| 1.1 November 9, 2010 Committee of the Whole Revised Meeting Time – 1:00 p.m. | - |

F. BUSINESS IN CAMERA

G. REPORT ON THE IN CAMERA SESSION

H. ADJOURNMENT

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
PUBLIC SESSION
OCTOBER 12, 2010**

**TOPIC: MINUTES OF THE COMMITTEE OF THE WHOLE
MEETING OF SEPTEMBER 14, 2010**

RECOMMENDATION

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of September 14, 2010, as presented.

Prepared by: Committee of the Whole
Presented by: John Crocco, Director of Education
Approved by: John Crocco, Director of Education
Date: October 12, 2010



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

TUESDAY, SEPTEMBER 14, 2010

Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, September 14, 2010, at 7:00 p.m. in the Father Kenneth Burns csc Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

The meeting was called to order at 7:00 p.m. by Vice-Chairperson Dekker.

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayers were led by Chairperson Burtnik.

2. Roll Call

Trustee	Present	Absent	Excused
John Belcastro	✓		
Kathy Burtnik	✓		
Maurice Charbonneau	✓		
Gary Crole	✓		
John Dekker	✓		
Frank Fera	✓		
Ed Nieuwesteeg	✓		
Tony Scalzi	✓		
Student Trustees			
Shelby Levesque	✓		
Patrick Fowler	✓		

The following staff were in attendance:

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

3. Approval of the Agenda

Moved by Trustee Charbonneau

THAT the Committee of the Whole approve the Agenda of the Committee of the Whole Meeting of September 14, 2010, as presented.

CARRIED

4. Disclosure of Interest

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

5. Minutes of the Committee of the Whole Meeting of June 1, 2010

Moved by Trustee Crole

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of June 1, 2010, as presented.

CARRIED

B. PRESENTATIONS

C. COMMITTEE AND STAFF REPORTS

Chairperson Burtnik announced that His Holiness, Pope Benedict XVI, has appointed Bishop Gerard Bergie as the new Bishop of the Diocese of St. Catharines. Chairperson Burtnik and Director Crocco were in contact with Bishop Bergie to express the Board's pleasure at the appointment and stated that the Board is looking forward to the spiritual guidance that he will provide to the Diocese of St. Catharines and Niagara Catholic.

1. Director's Introduction to 2010-2011 School Year

Director Crocco provided Trustees with an update and a preview of the Board's System Priorities and initiatives for the 2010-2011 school year. He stated that 2010-2011 will continue to be a year of a faith based, distinctive Catholic education with innovative programs and services – all focused on the Board's 24,000 students.

Yolanda Baldasaro and Frank Iannantuono, Superintendents of Education, and James Woods, Controller of Plant, presented information reports on the new school year.

**2. Staff Development Department Professional Development Opportunities
September 1st Faith/Professional Activity Day**

Superintendent Iannantuono and Khayyam Syne, Administrator of Staff Development, presented the report on the Staff Development Department Professional Development Opportunities and September 1st Faith/Professional Activity Day for information.

Mr. Syne presented a DVD highlighting the September 1, 2010 Faith Day which was attended by the Board's 3,000 employees.

3. Full Day Early Learning Kindergarten Program 2010-2011

Superintendent Baldasaro introduced the report on the Full Day Early Learning Kindergarten Program, which was implemented in eight Niagara Catholic elementary schools as well as being extended into an additional five Catholic Elementary schools.

Superintendent Baldasaro, along with members of Senior Staff, visited several of the classrooms on the first day of school, and reported that the students had a very positive experience.

Mark Lefebvre, Administrator: School Effectiveness, elaborated on the program.

4. Student Achievement K-12 - Executive Summary of Programs, Services and Resource Implementation for 2010-2011

Superintendent Baldasaro introduced the report on Student Achievement K-12 - Executive Summary of Programs, Services and Resource Implementation for 2010-2011, stating that the Student Achievement K-12 Department oversees system responsibilities in the areas of School Effectiveness, Student Success and Special Education.

The three administrators, Mark Lefebvre, Administrator: School Effectiveness; Marcel Jacques, Administrator: Special Education; and David Pihach, Administrator: Student Success, work cooperatively with school and system level personnel to provide programs, services and resource implementation to support the Niagara Catholic Strategic Directions and Priority Indicators.

5. Capital Projects 2010

Controller of Plant Woods presented the report on the Capital Projects 2010. In the summer of 2010, teams of consultants, contractors and Plant staff worked on over 310 projects worth approximately \$54 million. The projects ranged from flooring replacement to new school buildings.

6. Niagara Catholic Annual Accessibility Plan – September 2010 – August 2011 (Year 8)

Superintendent Baldasaro presented the Niagara Catholic Annual Accessibility Plan – September 2010–August 2011 (Year 8), which describes the measures the Niagara Catholic District School Board has taken in the past as well as the measures which will be taken during the 2010-2011 school year to achieve accessibility for Ontarians with disabilities with respect to goods, services, facilities, accommodations, employment, buildings, structures and premises.

7. Financial Reports

7.1 Monthly Banking Transactions

Moved by Trustee Belcastro

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Monthly Banking Transactions for the months of June, July and August 2010, as presented.

CARRIED

7.2 Statement of Revenue and Expenditures

Moved by Trustee Nieuwesteeg

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Statement of Revenue and Expenditures as at August 31, 2010, as presented.

CARRIED

8. Monthly Updates

8.1 Policy Development Update

Director Crocco presented the Policy Development Update.

8.2 Capital Projects Progress Report

Controller of Plant Woods presented the Capital Projects Progress Report.

8.3 Student Trustees' Update

Shelby Levesque and Patrick Fowler, Student Trustees, gave a brief verbal update on the activities of the Student Senate.

8.4 Family of Schools Superintendents' Monthly Update

The Family of Schools Superintendents gave brief verbal reports highlighting the activities in their schools.

Superintendent Ciarlo

- The Principals, Staff and Students of Our Lady of Fatima and St. Joseph Catholic Elementary Schools are extremely pleased with their two beautiful new schools.
- St. Mark Catholic Elementary School is proud to boast about the new landscaping which enhances the front of the school. The school received support in excess of \$12,000 for the project. Students assisted in the laying of the flagstones and interlocking blocks.
- The Niagara Catholic Teaching English as a Second Language (TESL) Program received full accreditation and recognition for TESL Ontario as a full 300 hour academic program.

Superintendent Forsyth-Sells

- St. Kevin Catholic Elementary School is holding its Opening Mass on Friday at St. Kevin Church with Father James Mulligan. St. Kevin students and their Historical projects will be featured this week at the Niagara Regional Agricultural Society Annual Fair at the Exhibition Fairgrounds in Welland.
- Saint Paul Catholic High School welcomed Grade 9 students with a standing ovation by the student body and staff at the Opening Assembly.
- St. Elizabeth Catholic Elementary School will be hosting its Open House/ Program Night for the community on September 22, 2010 featuring the newest initiative, “Collaborative Inquiry” for Mathematics. Pro Grant funds have been used to provide resources for parents to sign out to support the numeracy skills of their students.

D. INFORMATION

1. Trustee Information

1.1 Spotlight on Niagara Catholic – June 15, 2010

Director Crocco presented the Spotlight on Niagara Catholic – June 15, 2010 issue for Trustees’ information.

1.2 Calendar of Events – September 2010

Director Crocco presented information on the Calendar of Events – September 2010 for Trustees’ information.

1.3 Niagara Catholic Calendar of Events - 2010-2011 (DM-034)

Director Crocco presented the Niagara Catholic Calendar of Events - 2010-2011 (DM-034) for Trustees’ information.

1.4 Municipal, Provincial and Federal Election Administrative Procedures (DM-036)

Director Crocco presented Municipal, Provincial and Federal Election Administrative Procedures (DM-036) for Trustees’ information.

1.5 Director’s Letter to Students & Parents – September 2010

Director Crocco presented the Director’s Letter to Students & Parents – September 2010 for Trustees’ information.

1.6 Register as a Catholic School Supporter

Director Crocco presented the flyer “Register as a Catholic School Supporter” for Trustees’ information. He informed Trustees that posters and flyers were delivered to all parishes with a letter from the Director asking parish priests to post them, and to make special announcements at the end of Mass.

1.7 The Niagara Wine Festival Grande Parade – September 25, 2010

Director Crocco presented information on the Niagara Catholic Float being entered into the Niagara Wine Festival Grande Parade on September 25, 2010. Denis Morris and Holy Cross Catholic Secondary Schools will also enter floats in the parade featuring the theme “How Green It Is” promoting Niagara Catholic being the first Board in Ontario to have all its schools become 100% ECO-certified.

Trustees, Senior Staff, Principals, Staff and Students are invited to walk in the parade. Trustees were asked to respond to Sherry Morena, Administrative Assistant, Corporate Services & Communications of there intention to attend.

1.8 When Faith Meets Pedagogy – October 21-23, 2010

Director Crocco presented information on When Faith Meets Pedagogy – October 21-23, 2010. Trustees were asked to respond to Sherry Morena, Administrative Assistant, Corporate Services & Communications of there intention to attend.

E. OTHER BUSINESS

1. General Discussion to Plan for Future Action

F. BUSINESS IN CAMERA

Moved by Trustee Belcastro

THAT the Committee of the Whole move into the In Camera Session.

CARRIED

The Committee of the Whole moved into the In Camera Session of the Meeting at 8:40 p.m. and reconvened at 9:05 p.m.

G. REPORT ON THE IN-CAMERA SESSION

Moved by Trustee Fera

THAT the Committee of the Whole report the motions from the In Camera Session of the Committee of the Whole Meeting of September 14, 2010.

CARRIED

SECTION A: STUDENT TRUSTEES PRESENT

Moved by Trustee Scalzi

THAT the Committee of the Whole approve the Minutes of the In Camera Session of the Committee of the Whole Meeting - Section A: Student Trustees Present held on June 1, 2010, as presented.

CARRIED (Item F1)

SECTION B: STUDENT TRUSTEES EXCLUDED

Moved by Trustee Belcastro

THAT the Committee of the Whole approve the Minutes of the In Camera Session of the Committee of the Whole Meeting - Section B: Student Trustees Excluded held on June 1, 2010, as presented.

CARRIED (Item F3)

H. ADJOURNMENT

Moved by Trustee Scalzi

THAT the September 14, 2010 Committee of the Whole Meeting be adjourned.

CARRIED

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

Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **September 14, 2010.**

Approved on the **12th** day of **October 2010.**

John Dekker
Vice-Chairperson of the Board

John Crocco
Director of Education/Secretary -Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
PUBLIC SESSION
OCTOBER 12, 2010**

**TOPIC: POLICY COMMITTEE
UNAPPROVED MINUTES
SEPTEMBER 28, 2010**

RECOMMENDATION

THAT the Committee of the Whole receive the unapproved Minutes of the Policy Committee Meeting of September 28, 2010, as presented.

Prepared by: Policy Committee
Presented by: John Crocco, Director of Education
Approved by: John Crocco, Director of Education
Date: October 12, 2010



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

MINUTES OF THE POLICY COMMITTEE MEETING TUESDAY, SEPTEMBER 28, 2010

Minutes of the Policy Committee Meeting held on Tuesday, September 28, at 5:30 p.m. in the Holy Cross Community Room, at the Catholic Education Centre, 427 Rice Road, Welland.

The meeting was called to order at 5:30 p.m. by Committee Chairperson Scalzi.

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayers were led by Trustee Scalzi.

2. Attendance

Committee Members:

Tony Scalzi, Committee Chairperson

Kathy Burtnik, Trustee

Excused:

Ed Nieuwesteeg, Trustee

Staff:

John Crocco, Director of Education

Lee Ann Forsyth-Sells, Superintendent of Education

Jennifer Brailey, Manager of Corporate Services & Communications Department

Sherry Morena, Administrative Assistant Corporate Services & Communications Department
/Recording Secretary

3. Approval of Agenda

Moved by Trustee Burtnik

THAT the September 28, 2010, Policy Committee Agenda be approved, as presented.

Approved

4. Minutes of the Policy Committee Meeting of May 25, 2010

Moved by Trustee Burtnik

THAT the Policy Committee approve the minutes of the Policy Committee Meeting of May 25, 2010, as presented.

Approved

5. Policies

FOR SEPTEMBER BOARD MEETING

5.1 Trustee Honorarium Policy (100.11) (New)

Director Crocco presented the Trustee Honorarium Policy.

Moved by Trustee Burtnik

THAT the Policy Committee recommend to the Niagara Catholic District School Board approval of the Trustee Honorarium Policy, as presented.

Approved

FOR OCTOBER COMMITTEE OF THE WHOLE MEETING

5.2 Board By-Laws (100.1) (Review)

Director Crocco presented the Board By-Laws (100.1) and highlighted the recommended amendments. The revised Board By-Laws are now consistent with the recent amendments to the Education Act, including the new School Board Governance Act, 2009. He informed the Committee that the revised By-Laws have been reviewed by Board Legal Council and are in full compliance with the Education Act and its Regulations.

The following amendments were suggested:

6. **Duties of Board Officials**

i. Trustees of the Board

Include the following statement as (a):

“act in the best interest of Catholic Education;”

iv. Director of Education – Chief Executive Officer

Include the following statement as (a):

“act in the best interest of Catholic Education;”

(e) add to statement:

“...and other reports as required as CEO of the Board, or as determined by Executive Council or by Board motion to provide the Board with information to fulfill their duties as trustees and as CEO of the Board;”

(g) replace the words *“the act”* with *“Education Act”*

v. Other Officers

Replace the title *“Other Officers”* with *“Board Officers”*

8. **Regular Meetings of the Board**

i. Schedule of Meetings

replace the word *“Chair”* with *“Chairperson”*

iv. Trustee Absences and Attendance at Meetings

Include the following statement:

“Trustees who have excused themselves or depart at anytime during the meeting for the remainder of the meeting will have the time of departure noted in the official Board Minutes.”

18. **Rules of Order (i)**

Include the words *“...Policy Committee or...”* prior to the word Board in the last sentence.

19. **Motions and Debate**

Replace the words *“In all cases not provided by these rules,...”* with *“In all cases not provided by these By-Laws, ...”*

20. Conflict of Interest

Include the word “Any” prior to “*Conflict of Interest shall be declared...*” to read “*Any Conflict of Interest shall be declared...*”

Moved by Trustee Burtnik

THAT the Policy Committee recommend to the Committee of the Whole approval of the Board By-Laws (100.1), as amended.

Approved

FOR NOVEMBER COMMITTEE OF THE WHOLE MEETING

5.3 Catholic School Councils Policy (800.1)

AG (A) - Catholic School Councils

AG (B) - Regional School Council

Superintendent Forsyth-Sells presented the amendments to the Catholic School Councils Policy and the Administrative Guidelines for (A) Catholic School Councils and (B) Regional School Council.

The following amendments were suggested:

Guidelines Part A: Catholic School Councils – Statement of Policy

replace the word “*has*” with “*will*” in the first line of the second paragraph

Guidelines Part A: Catholic School Councils – Administrative Guidelines

3. Composition

3.1 replace the word “*shall*” with “*may*” in the first line of the second paragraph

3.2 delete the first sentence

12. Fundraising

12.2 Insert the word “*Any*” *at the beginning of the sentence.*

Moved by Trustee Burtnik

THAT the Policy Committee recommend to the Committee of the Whole approval of the Catholic School Councils Policy (800.1), as amended.

Approved

Being Vetted – September 13 to October 17, 2010

- Employee Workplace Violence Policy (201.11) (Interim)
- Equity and Inclusive Education Policy (100.10) (New) (Interim)
- Religious Accommodation Policy (100.10.1)
(*Equity and Inclusive Education Policy*) (Interim)

5.4 Policy and Guideline Review 2010-2011 Update

Director Crocco presented the Policy and Guideline Review 2010-2011 Update.

5.5 Policy Development Update

6. Date of Next Meeting

- Tuesday, October 26, 2010 – 4:00 p.m. (revised time)

7. Adjournment

The meeting adjourned at 6:55 p.m.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
PUBLIC SESSION
OCTOBER 12, 2010**

**TOPIC: APPROVAL OF POLICIES
BOARD BY-LAWS (100.1)**

RECOMMENDATION

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Board By-Laws (100.1), as presented.

Prepared by: Committee of the Whole
Presented by: John Crocco, Director of Education
Approved by: John Crocco, Director of Education
Date: October 12, 2010

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD

BOARD BY-LAWS

Adopted: December 18, 1997

Policy No. 100.1

Revised: June 26, 2001
May 28, 2002
November 26, 2002
December 20, 2005
April 24, 2007
September 27, 2010

DRAFT

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BOARD BY-LAWS

Pursuant to the provisions of the *Education Act* and regulations thereunder, the By-laws-Laws of Niagara Catholic District School Board shall regulate the powers and responsibilities of the Board, its officers and committees, and shall be observed for the procedure and dispatch of business at the meetings of the Board and its committees.

~~Procedural By-laws~~ By-Laws of Niagara Catholic District School Board shall be approved by the Board and reviewed from time to time as directed by the Board or recommended by the Director of Education/Secretary-Treasurer.

BOARD ORGANIZATION

The administrative organization of Niagara Catholic District School Board shall be subject to periodic review to ensure that it is designed to meet the needs of the school system.

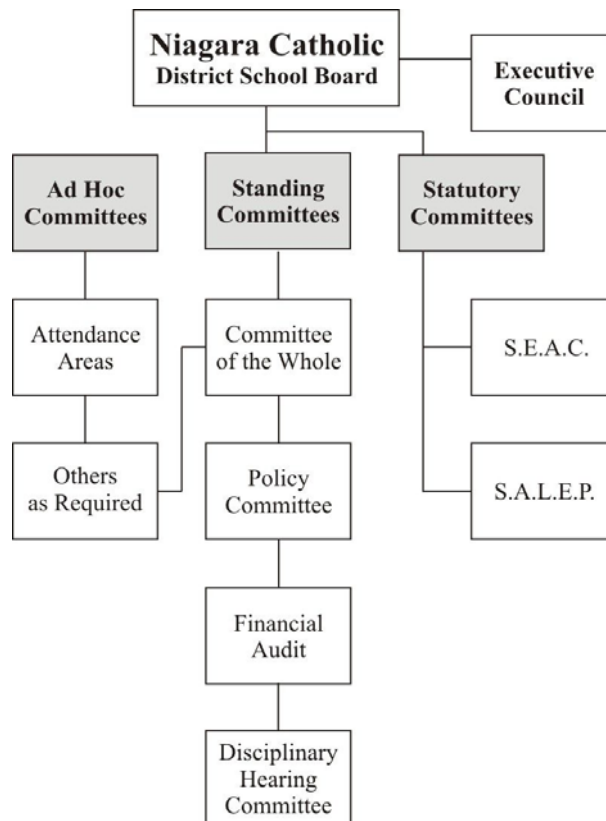
1. NAME AND JURISDICTION OF THE BOARD

The name of the Board shall be “Niagara Catholic District School Board” and it shall have jurisdiction as is provided by the *Education Act* and Regulations.

2. 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.

3. ORGANIZATION CHART



4. STRUCTURE OF THE BOARD

The Structure of the Board, its Sections and its Standing Committees will be set up according to the Organization Chart and the following description.

i. Board of Trustees

~~Composed of all eight (8) Trustees~~

- ~~• Performs~~ **The Board shall be composed of all eight (8) trustees and shall perform** duties in accordance with the *Education Act* and its Regulations, Board By-Laws and Policies.

ii. Executive Council

~~Composed~~ **The Executive Council shall be composed** of the Chairperson of the Board, the Vice-Chairperson of the Board and the Director of Education/Secretary-Treasurer. **It shall:**

- a. ~~• To review~~ **Review** and assist with the preparation of the agenda for Board meetings
- b. ~~• To assist~~ **Assist** in planning, coordination and communication.

iii. Statutory Committees

In compliance with the *Education Act*, the Board will have two Statutory Committees, namely:

Special Education Advisory Committee (S.E.A.C.)

Supervised Alternative Learning For Excused Pupils (S.A.L.E.P.)

iv. Terms of Reference

Special Education Advisory Committee (S.E.A.C.)

The Special Education Advisory Committee will be responsible to the Board for examining, reviewing and making recommendations, as appropriate, relative to the provision of special education programs and services. The composition and role of **the** Special Education Advisory Committee is outlined in the *Education Act* and its Regulations.

Supervised Alternative Learning For Excused Pupils (S.A.L.E.P.)

The Supervised Alternative Learning For Excused Pupils Committee is a statutory Committee of the Board established annually. It is designed for students who either cannot profit from regular school instruction or who refuse to attend school. Students **fourteen** (14) years of age or over are eligible. The composition and role of the Supervised Alternative Learning For Excused Pupils Committee is outlined in the *Education Act* and its Regulations.

5. OFFICERS OF THE BOARD

The officers of the Board shall consist of the Chairperson, the Vice-Chairperson of the Board, and the Director of Education/Secretary-Treasurer, **who is the Chief Executive Officer**. They shall have such duties as are assigned to them by the *Education Act* and its Regulations, Board By-Laws and Policies.

6. DUTIES OF BOARD OFFICIALS

i. Trustees of the Board

In accordance with the *Education Act* and its Regulations, trustees, in addition to other duties under the *Education Act* and its Regulations, Board By-Laws and Policies, are required to;

- (a) act in the best interest of Catholic Education;
- (b) carry out their responsibilities in a manner that assists the Board in fulfilling its duties under the *Education Act*, the Regulations and the guidelines issued under the Act, Board By-Laws and Board Policy;
- (c) attend and participate in meetings of the Board, including meetings of board committees of which they are members;
- (d) bring concerns of parents, students and supporters of the Board to the attention of Board staff through Policies determined by the Board;
- (e) uphold the implementation of any Board resolution after it is passed by the Board;
- (f) entrust the day to day management of the Board to its staff through the Board's Director of Education;
- (g) promote student achievement and well-being;
- (h) ensure effective stewardship of the Board's resources;
- (i) develop, monitor and evaluate the effectiveness of Policies;
- (j) develop and annually review the Board's multi-year plan;
- (k) comply with the Board's Code of Conduct and the Conflict of Interest Policy.

ii. Chairperson of the Board

In accordance with the *Education Act* and its Regulations, the Chairperson of the Board, in addition to other duties under the *Education Act* and its Regulations, Board By-Laws and Policies, is required to;

- (a) act in the best interest of Catholic Education;
 - (b) preside over meetings of the Board;
 - (c) conduct the meetings in accordance with the Board's procedures and practices for the conduct of board meetings;
 - (d) establish agendas for board meetings, in consultation with the Board's Director of Education or the Supervisory Officer acting as the Board's Director of Education;
 - (e) ensure that members of the Board have the information needed for informed discussion of the agenda items;
 - (f) with the Director of Education, act as spokesperson to the public on behalf of the Board, unless otherwise determined by the Board;
 - (g) convey the decisions of the Board to the Board's Director of Education or the Supervisory Officer acting as the Board's Director of Education;
 - (h) provide leadership to the Board in maintaining the Board's focus on the multi-year plan;
 - (i) provide leadership to the Board in maintaining the Board's focus on the Board's mission and vision; and
 - (j) assume such other responsibilities as may be specified by the Board.
- ~~(a) Perform such duties as are outlined in appropriate sections of the Education Act and its Regulations.~~

~~(b) Perform such duties as are delegated from time to time by the Board.~~

(k) perform such duties as are related to his/her position as an elected Trustee.

iii. Vice-Chairperson of the Board

In accordance with the *Education Act* and its Regulations, the Vice-Chairperson of the Board, in addition to other duties under the *Education Act* and its Regulations, Board By-Laws and Policies, is required to;

(a) **act in the best interest of Catholic Education;**

(b) act in place of the Board Chairperson when absent **and fulfill the duties of the Chairperson of the Board.**

(c) Chairperson the Committee of the Whole Board Meeting

~~(d) Perform such duties as are outlined in appropriate sections of the *Education Act* and its Regulations.~~

(e) perform such duties as **determined by the Board or** ~~outlined from time to time~~ by the Chairperson.

(f) perform such duties as are related to his/her position as an elected Trustee.

~~(g) Chair the Committee of the Whole Board Meeting.~~

iv. Director of Education – Chief Executive Officer

The Director of Education is the Chief Education Officer and the Chief Executive Officer (CEO) of the Board. The Chief Executive Officer of a Board shall ensure that Board staff comply with the duties under the *Education Act* and its Regulations, Board By-Laws and Policies established by the Board and shall develop and maintain an effective organization and programs required to implement the *Education Act* and its Regulations, Board By-Laws and Policies.

In accordance with the *Education Act* and its Regulations, the Director of Education, in addition to other duties under the *Education Act* and its Regulations, Board By-Laws and Policies, is required to;

(a) **act in the best interest of Catholic Education;**

(b) **oversee the day to day management of the Board through Board staff;**

(c) **annually review with the Board the multi-year plan;**

(d) **ensure that the multi-year plan establishes the Board's priorities and identifies specific measures and resources that will be applied in achieving the priorities and in carrying out its duties under the *Education Act*, in particular, its responsibility for student achievement;**

(e) **implement and monitor the implementation of the multi-year plan; and other reports as required as CEO of the Board or as determined by Executive Council or by Board motion to provide the Board with information to fulfill their duties as trustees and as CEO of the Board;**

(f) **report periodically to the Board on the implementation of the multi-year plan and other reports as required as CEO of the Board and as determined by Executive Council or by Board motion to provide the Board with information to fulfill their duties as trustees and as CEO of the Board;**

- (g) act as Secretary to the Board;
- (h) immediately upon discovery bring to the attention of the Board any act or omission by the Board that in the opinion of the Director of Education may result in or has resulted in a contravention of the *Education Act* or any policy, guideline or regulation made under the *Education Act*; and
- (i) if a Board does not respond in a satisfactory manner to an act or omission brought to its attention advise the Deputy Minister of the Ministry of the act or omission.

v. **Board ~~Other~~ Officers**

The duties of ~~other~~ Board Officers shall be as outlined in the *Education Act* and its Regulations and in the ~~Job Description~~ **job description and Terms and Conditions approved** prescribed by the Board.

7. ANNUAL ORGANIZATIONAL MEETING

- (i) The first meeting of the Board in December of each year shall be designated as the annual organizational meeting and shall be held during the first week of December unless otherwise determined by the Board.
- (ii) At such meeting, at the appointed time, the Director of Education **who is the Chief Executive Officer (CEO)** or in his/her absence a person designated by the members present, shall preside until the election of the Chairperson.
- (iii) Where the annual organizational meeting follows a municipal election, the **Director of Education / CEO** shall read the returns of the election to the Board as certified to him/her by the municipal clerks and may request a Judge to attend to take the Declaration and the Oath of Allegiance **as set out in the *Education Act***.
- (iv) At the annual organization meeting following a municipal election, every person elected to the Board shall make and sign the Declaration and the Oath of Allegiance before the Secretary of the Board or before any person authorized to administer an oath unless such requirement was fulfilled prior to the organizational meeting.
- (v) Election of Chairperson & Vice-Chairperson
 - (a) The **Director of Education / CEO** shall ~~temporary Chairperson shall~~ name the scrutineers appointed for the election of the Chairperson **and Vice-Chairperson**.
 - (b) The election of the Chairperson shall be by nomination and vote by ballot. The candidate receiving a clear majority of votes cast by all members present shall be elected but the count shall not be declared. Should no candidate receive a clear majority of votes cast, the candidate receiving the least number of votes shall be dropped and balloting shall be continued in this manner until a majority of ballots cast shall be in favour of one person or an equality of votes results in a tie, in which case one further ballot shall be held. If an equality of votes shall result again, the candidates shall draw lots (**straws**) to fill the position. **The drawing of lots shall be done in alphabetical order and the person who draws the longest straw shall be elected.**
 - (c) The person elected Chairperson shall be Chairperson until the next organizational meeting and shall at once take the chair and preside over the election of Vice-Chairperson (**in the manner set out with respect to the election of the Chairperson in section (v)(b) above**) and the further conduct of the meeting. The Chairperson has the right to vote as any other trustee for the position of Vice-Chairperson. **The person elected Vice-Chairperson shall be Vice-Chairperson until the next organizational meeting of the Board.**
- (vi) Ballots - The scrutineers shall be instructed by resolution to destroy the ballots.

8. REGULAR MEETINGS OF THE BOARD

i. Schedule of Meetings

Regular meetings of the Board shall be held on the fourth Tuesday of the month, **except July and August when there shall be no meetings**, unless otherwise decided by the Board ~~(except July and August)~~ **or the Director of Education, in consultation with the Chairperson Chair of the Board.**

ii. Agenda Distribution

A copy of the agenda for regular meetings of the Board shall be transmitted, **delivered** or mailed by the Secretary of the Board to the address of each member of the Board at least two clear days, including Saturday and Sunday, before the time of the meeting **of the Board.**

~~As much as~~ **To the extent** possible agendas with background material will be posted on the Board's website **the morning of a regular scheduled meeting of the Board.**

~~Agendas for Board Meetings shall also be transmitted, delivered or mailed to the following:~~

- ~~(a) — All Supervisory Officers of the Board~~
- ~~(b) — Bishop of the Diocese of St. Catharines~~
- ~~(c) — Chairperson of the Regional Catholic School Council~~
- ~~(d) — President or Chairpersons of local employee groups who have requested the public agenda~~
- ~~(e) — President of the Principal/Vice Principal Association~~
- ~~(f) — Members of the local news media~~
- ~~(g) — Principals & Catholic School Council Chairpersons (electronically)~~

Hard copies of the agenda will **also** be available for public in attendance **at meetings of the Board.**

NOTE: *Portions of the agenda dealing with In-Camera items shall be distributed only to Board members and if applicable to Supervisory Officers.*

iii. Amendment of Agenda

The agenda may be amended at the opening of the meeting with the consent of the majority of the trustees present at the meeting.

iv. ~~Roll Call~~ **Trustee Absences and Attendances at Meetings**

Trustees are expected to attend all Board meetings and all meetings of Board committees of which they are members, either physically or through electronic means. A member of the Board who participates in a meeting through electronic means in compliance with Ontario Regulation 463/97 is considered to be present at the meeting. (Reference Board Policy: 100.8 – Electronic Meetings (Board and Committees)).

A trustee who is unable to attend a ~~regularly~~ scheduled Board Meeting- **meeting** must request that the Board excuse him/her by specific motion at that Board meeting, by so requesting through the Secretary of the Board. **Trustees excused from a Board meeting will be marked as excused in the official minutes of the Board.**

Trustees who, prior to the adjournment of a meeting, have excused themselves or depart at anytime during a Board meeting for the remainder of the meeting, will have the time of departure noted in the official minutes of the Board.

Trustees who are not excused from attendance at a Committee of the Whole or a Board meeting or fail to notify the Secretary of the Board if unable to attend a Committee of the Whole or Board meeting will be marked as absent in the official minutes of the Committee of the Whole or Board meeting.

As set out in s. 228(1)(b) of the *Education Act*, a trustee must physically attend at least three (3) Board meetings in a calendar year. A trustee will lose his or her seat for being absent without authorization for three (3) consecutive meetings of the Board, including special meetings of the Board.

Trustees are required to notify the Secretary of the Board if unable to attend a Committee of the Whole or a Board meeting.

v. Closing Hour of Meeting

The Board shall not remain in session later than 11:00 p.m. unless otherwise determined by a 2/3 majority of the trustees present at the time such determination is made.

vi. Presiding Officer

In the absence of the Chairperson, the Vice-Chairperson shall preside. In the absence of both the Chairperson and the Vice-Chairperson, **trustees present at the meeting** ~~the members~~ shall appoint a Chairperson for the meeting **by a two-thirds (2/3) majority of the trustees present.**

9. SPECIAL MEETINGS OF THE BOARD

Special meetings of the Board shall be held by order of the Board, on the written request of three (3) trustees, to the Chairperson or the Director, on the call of the Chairperson, or at the request of the Director of Education. The trustees shall be given a twenty-four (24) hour notice for special meetings except in emergency situations. Such meetings shall be called for specific reasons. Such subjects shall be stated in the notice calling the meeting. Notwithstanding any other provisions to the Board's ~~By-Laws~~ **Laws**, no other business shall be considered at a special meeting other than the subjects stated in the notice.

10. QUORUM

- (i) At all meetings of the Board, the presence of a majority of all ~~members~~ **trustees** constituting the Board shall be necessary to form a quorum
- (ii) At meetings of all Committees **of the Board** the presence of a majority of all **trustees** ~~members~~ constituting the committee shall ~~ordinarily~~ be necessary to form a quorum. ~~However, to avoid the lack of a quorum in the event of the unavoidable absence of a member of the Committee at a particular meeting, the said committee members may appoint another eligible trustee to represent him/her at the meeting. This appointment must be made known to the Chairperson of the Committee or the Administration Resource Person for that Committee prior to the start of the meeting. Such appointee shall have all the rights (e.g. voting) that accrue to a regular member of the Committee.~~
- (iii) **Trustee attendance at Board and Committee meetings and notification of absence is provided under Trustee Absence and Attendance at Meetings within these By-Laws (Section 8 Sub iv)**
- (iv) **Where required, alternates to Board Committees will be determined at the time of selection to Board committees, recorded in the minutes and posted on the Board Committee Membership Form. Alternates have all rights and privileges as the appointed trustee.**
- (v) **Only Board approved alternates may represent the Board on Board Committees and participate on Board committees.**

- (vi) Unless there is a quorum present within thirty **(30)** minutes after the time appointed for the start of the meeting, the Secretary of the Board **or Chairperson of the Board Committee** shall record the names of those present, the time of adjournment, and the Board and its Committees shall stand adjourned.
- (vii) **Board appointed** Ex-Officio members of Committees are not to be considered in the count for a quorum but, if present, have the right to vote.

11. RIGHT OF THE CHAIRPERSON TO VOTE

The Chairperson of the Board may vote only once with the other members of the Board upon all motions, and any motion on which there is an equality of votes is lost. The Chairperson shall be recorded as voting yea, nay or abstaining on a recorded vote.

12. ACCESS TO MEETING

- (i) The meetings of the Board, and meetings of committees of the Board, including a **C**ommittee of the **W**hole Board, shall be held on regular meeting dates, and shall be open to the public, except when the subject-matter under consideration involves:
 - (a) the security of the property of the Board;
 - (b) the disclosure of intimate, personal or financial information in respect of a member of the Board or committee, and employee or prospective employee of the Board or a pupil or his/her parent or guardian;
 - (c) the acquisition or disposal of a school site;
 - (d) decisions in respect of negotiations with employees of the Board; or
 - (e) litigation or possible litigation affecting the Board.
- (ii) The presiding officer may expel or exclude from any meeting any person who has been guilty of improper conduct at the meeting.

13. ACCESS TO RECORDS

Any person may, at all reasonable hours, at the head office of the Board (**Catholic Education Centre – 427 Rice Road, Welland Ontario**), inspect the minute book, the audited annual financial report and the current accounts of the Board and, upon written request of any person and upon the payment to the Board of expenses associated with the reproduction of materials, the Secretary shall furnish copies of them or extracts therefrom certified under his/her hand.

14. DELEGATIONS

- (i) (a) Any Catholic School elector or group may request to address or ask questions of the Board.
- (b) The Delegation or individual must provide the request in writing to the Director of Education or the Chairperson of the Board, at least 6 days prior to the next regular meeting of the Board or Committee at which the Delegation may be heard.
- (c) The request shall contain the topic to be discussed or questions to be asked and the identity of the Spokesperson(s).
- (d) Copies of the complete presentation shall be shared with the Board or Committee at the same time that the agenda is distributed.
- (e) In any case, the subject matter of the Delegation will not be discussed nor will a decision be made at the meeting at which the presentation is made.

- (f) Following the presentation by the Delegation, questions of clarification only will be allowed by the Chairperson.
- (g) A delegation's presentation will be limited to fifteen (15) minutes with ~~normally~~ a five (5) minute question period following. Amendments as to the length of time are at the discretion of the Chairperson.
- (h) In- Camera rules shall apply to Delegations of an In- Camera nature.
- (i) The person or persons wishing to address the Board, Section or Committee shall be notified of the date, time and location of the meeting at which the presentation may be made.
- (j) Delegations will upon notification have these regulations shared with them prior to their presentation.
- (ii) Notwithstanding the above, the Board retains discretion to decide all matters concerning delegations. **Decisions however, will not be discussed nor decided at the meeting at which the presentation is made (Section 14 Sub i (e)).**

Note: ~~Item 13.2 does not apply to item 13.1 e~~

15. OPEN QUESTION PERIOD

The purpose of the Open Question Period is to allow members of the Catholic school supporting public to ask about items on that night's public agenda or any previous agendas, and the Board to answer and react.

- (i) Questions shall be submitted in writing to the ~~Chair~~ **Chairperson** or Secretary to the Board prior to the commencement of the Open Question Period and if possible prior to the beginning of the Board meeting, along with the name, address and telephone number of the questioner.
- (ii) The ~~Chair~~ **Chairperson** will determine the validity of the questions.
- (iii) The ~~open question period~~ **Open Question Period** will last a maximum of ten (10) minutes, with each questioner allowed a maximum of two (2) minutes.
- (iv) The ~~Chair~~ **Chairperson** will attempt to provide a response or direct the question to another ~~Trustee~~ **trustee** or to the Director of Education. If no immediate response can be given, a response will be communicated to the questioner at the earliest possible date. Copies of any written responses to question will be added to the minutes of the subsequent regular Board meeting.

16. ORDER OF BUSINESS

The order of business shall be as follows:

A. Routine Matters

1. Opening Prayer
2. Roll Call
2. Approval of Agenda
4. Declaration of Conflict of Interest
5. Approval of Minutes of Board Meeting

B. Delegations/**Presentations**

C. Committee and Staff Reports

D. Trustee Items, Open Question Period & Other Business

E. Notices of Motion

F. Business In Camera
See In- Camera Agenda

G. Report on the In Camera Session

H. Future Meetings and Events

I. Moment of Silent Reflection for Life

J. Adjournment

17. COMMITTEE MEETINGS

- (i) Only members of a committee are required to attend that committee's meeting. However, all members of the Board shall receive notice, agenda (including background materials), and minutes of all committee meetings. All Board members shall be permitted to attend committee meetings and may take part in discussion, but only ~~members~~ **appointed trustees** of the committee shall have voting power.
- (ii) In dealing with committee reports at the Board meeting, it shall be the prerogative of the Chairperson to rule on a request by a trustee to have the recommendations dealt with item by item or as a whole.
- (iii) Committee reports shall be considered public documents, except the reports presented to the In-Camera session.
- (iv) Committee minutes shall be considered public documents except when the subject matter under consideration involves:
 - (a) the security of the property of the Board;
 - (b) the disclosure of intimate, personal or financial information in respect of a member of the Board or Committee, and employee or prospective employee of the Board or a pupil or his/her parent or guardian;
 - (c) the acquisition or disposal of a school site;
 - (d) decisions in respect of negotiations with employees of the Board; or
 - (e) litigation or potential litigation affecting the Board.
- (v) All committees shall be ~~appointed~~ **established** by Board resolution. The Chairperson, in consultation with the Vice-Chairperson, shall, by the ~~next~~ Board meeting **following the meeting at which a committee is established**, appoint members to Board Committees, excluding the Committee of the Whole, which is made up of all trustees.

(a) Committee of the Whole Board

All trustees are members of this committee. The Vice-Chairperson of the Board ~~normally~~ chairs the Committee of the Whole Board meeting. **In the absence of the Vice-Chairperson, the Chairperson shall preside. In the absence of both the Chairperson and the Vice-Chairperson, trustees present at the meeting shall appoint a Chairperson for the meeting by a two-thirds (2/3) majority of the trustees present.**

Regular meetings of the Committee of the Whole Board shall be held on the 2nd Tuesday of the month (except July and August) unless otherwise decided by the Board.

(b) Ad-Hoc Committees

The Board may establish Ad-Hoc committees as required. The establishing motion shall indicate the specific mandate of the committee, the membership of the committee, and the due date of the final report. All Ad-Hoc committees shall require a new Board motion at the yearly organizational meeting of the Board. The Chairperson of the Ad-Hoc committees shall be elected at the first meeting of the committee by the members of the committee held after the Annual Organizational Meeting of the Board.

(c) Policy Committee

Three **(3)** trustees (one **being** the Chairperson of the Board or designate) shall be members of the Policy Committee. This committee will receive reports from staff regarding policy recommendations and will forward recommendations and minutes to the Board through the Committee of the Whole.

The Chairperson of this committee will be elected by the members at the first meeting of the committee held after the Annual Organizational Meeting of the Board.

The committee may recommend to the Committee of the Whole the areas in which policy formation and/or review is desirable. **(Reference Board Policy 100.5)**

The meeting of the committee shall normally be held **prior to each monthly Board meeting scheduled** on the **fourth (4)** first Tuesday of each ~~any~~ month except July and August ~~and September~~, when there shall be no meetings. **Additional meetings, as required**, will be ~~and/or as coordinated~~ **called** by the Chairperson of the committee and the Director of Education.

(vi) Meetings of ~~the Committee~~ **a committee** shall be called by the Chairperson of the committee. If the Chairperson of a committee neglects to call meetings, it is the duty of the ~~Committee~~ **committee** to meet on the call of any two (2) of its members. All meetings shall be called or cancelled through the Office of the **Director of Education** ~~Secretary of the Board~~. In the absence of the Chairperson, providing there is a quorum, the members will elect an interim Chairperson.

(vii) The Chairperson of the Board shall be an ex-officio member of all ~~Committees~~ **committees** of the Board. **Ex-Officio members of committees are not to be considered in the count for a quorum but, if present, have the right to vote (Section 10 Sub vii).** The Chairperson may delegate some of the ex-officio duties to the Vice-Chairperson of the Board.

18. RULES OF ORDER

(i) Any of these ~~Procedural By-laws~~ **Laws** may be temporarily suspended by a vote of three-quarters (3/4) of the members present at a duly constituted Board meeting. The ~~By-laws~~ **Laws** shall not be repealed, altered, or amended without **a minimum of** one month's previous notice in writing having been given to the **Policy Committee or the** Board of the intended alteration or amendment.

(ii) Temporary suspension of any ~~By-law~~ **Law** shall be active for a specified period not to exceed two (2) months in any one calendar year.

(iii) Whenever an adjournment takes place in consequence of there not being a quorum present, the time of adjournment and the names of the members present shall be entered in the records of the Board.

(iv) The Chairperson or other Presiding Officer shall preserve order and decorum and decide upon all questions of order.

- (v) In the absence of the Chairperson and Vice-Chairperson for any cause, the Board may, from the members present, appoint a presiding officer who, during such absence, shall have the powers of the Chairperson of the Board.
- ~~(vi) The Chairperson or person presiding may vote on all questions, and any questions on which there is an equality of votes shall be deemed to be negative. The Chairperson shall be recorded as voting yea, nay or abstaining in a recorded vote.~~
- (vi) The Chairperson may participate in any debate or discussion from his/her position as Chairperson. Should the Chairperson elect to vacate the chair to take part in any debate or discussion or for any other reason, he/she shall call upon the Vice-Chairperson or in his/her absence one of the members to fill his/her place until he/she resumes it. **The right of the Chairperson to vote is outlined in Section 11 of these By-Laws.**
- (vii) Where a question is before the Board, the mover may speak first and the seconder may speak next, and the Chairperson will attempt to allow each person wishing to speak the opportunity to speak once before any member may speak for a second time. The mover also has the prerogative to be the last speaker before the question is decided and the seconder shall be the penultimate speaker.
- (viii) No member shall speak for more than **a total of** fifteen (15) minutes or more than three (3) times (**not to exceed five (5) minutes each time**) on the same question without the permission of the **Chairperson of the** Board.

19. MOTIONS AND DEBATE

In all cases not provided for by these **By-Laws** rules, the rule and practice of **the most recent edition of** "Robert's Rules of Order" shall govern so far as applicable. (Moved from Section 10)

- (i) All motions shall be recorded in the minutes of the meeting **in which it is presented and discussed** and shall be seconded before being stated by the Chairperson, whereupon the Chairperson shall ask if there is any future discussion on the motion, before the vote.
- (ii) When a motion has been stated by the Chairperson, it shall be open to debate and shall be disposed of only by a vote, unless the mover, by permission of the seconder, withdraws it, in which case such motion shall not appear in the minutes of the meeting.
- (iii) Any ~~member~~ **trustee** of the Board may require the question under discussion to be read at any part of the debate, but not so as to interrupt a speaker.
- (iv) A member, prior to speaking to any question or motion, shall address the Chairperson. The member shall confine remarks to the question at hand.
- (v) When two (2) or more members wish to speak at the same time, the Chairperson shall name the member who is to speak.
- (vi) No member shall be interrupted while speaking, except in a case where the member is called to order by a member for a transgression of rules of the Board, in which case the member shall remain silent until the point of order has been decided by the Chairperson.
- (vii) Where a member wishes to make a point of order or to seek clarification he or she should so indicate in addressing the Chairperson and the Chairperson will rule on such matters before the next speaker is allowed to speak.
- (viii) When the question under consideration contains two (2) or more distinct propositions, any particular proposition upon the request of any member, shall be considered and voted upon separately.
- (ix) No question, when once decided by the Board at a regular meeting, shall be reconsidered during that meeting.

- ~~(x) In all cases not provided for by these rules, the rule and practice of “Robert’s Rules of Order” shall govern so far as applicable.~~
- (xi) If it is desired to defer action on a question until a particular time, the proper motion to make is “to postpone it to that time”. This motion allows limited debate, which must be confined to the propriety of the postponement to that time; it can be amended by altering the time, and this amendment allows the same debate.
- (xii) Whenever a motion has been made and seconded, it is the duty of the Chairperson, if the motion is in order, to state the question, so that the members may know what question is before them.
- (xiii) In stating the question on an amendment, the Chairperson should read the passage to be amended; the words to be struck out, if any, the words to be inserted, if any; and the whole passage as it will stand if the amendment is adopted.
- (xiv) The motion to adjourn is not debatable, it cannot be amended, or have any other subsidiary motion applied to it; nor can a vote on it be reconsidered.
- (xv) If a ~~Trustee~~ **trustee** does not put new motions or amendments in writing for the Chairperson, the motion as stated by the Chairperson and recorded by the secretary shall be the motion.

(a) Amendment(s) to Motion

An amendment may be in any of the following forms:

- (i) to “add” or “insert” certain words or paragraphs;
- (ii) to “strike out” certain words or paragraphs, and if this fails it does not preclude any other amendment than the identical one that has been rejected;
- (iii) to “strike out certain words and insert others,” which motion is indivisible, and if lost does not preclude another motion to strike out the same words and insert different ones;
- (iv) to “substitute” another resolution or paragraph on the same subject for the one pending;
- (v) to “divide the question” into two (2) or more questions as the mover specifies, so as to get a separate vote on any particular point or points;
- (vi) if an amendment is defeated, vote on the motion. If an amendment is carried, vote on the amended motion.

(b) Notice of Motion

A member of the Board must give notice of motion in writing so that it appears on the agenda of the meeting at which the notice of motion is presented, if he/she wishes to:

- (i) Repeal or make permanent amendment to any of the Board’s ~~By-laws~~ **Laws**;
- (ii) Recommend an action which has not been considered and recommended to the Board by a Committee of the Board;
- (iii) Consider a matter by the Board without reference to a Committee.

(c) Regulations - Notice of Motion

- A Notice of Motion shall not be **discussed or** seconded at the meeting at which it is initially presented.

- Before any discussion shall take place at the meeting at which a Notice of Motion is presented as a proposed **Board motion** / resolution, a trustee must second it.
- The number of Notices of Motion which are presented as proposed **Board motions** / resolutions at any single meeting shall be limited in number at the discretion of the Chairperson.
- Notices of Motion which are not presented for discussion as proposed **motions** / resolutions at the meeting, shall be presented at the next regular meeting.
- Notices of Motion which require reports, or information, shall be presented to the Board without any written reports by **the Director of Education**. ~~any of the senior officials.~~ **The Director of Education or his delegate**, ~~However, such persons~~ may be permitted to make oral statements relating to these Notices of Motion at the time of presentation.
- The **Director of Education or his delegate** ~~officials~~ may make written reports and/or recommendations supporting or opposing Notices of Motion, when they are presented as Motions, and which if carried will require direct action by the Board or its officials.

(d) Vote by Ballot

- a. Vote by ballot may be ordered by a motion.
- b. Motion to ballot is not debatable.
- c. When balloting is ordered, the Chairperson should appoint two (2) or more persons to conduct the vote by distributing, collecting and counting the ballots. **Following the voting by ballots, the Chairperson will announce the vote publically and direct the Director of Education to destroy the ballots.**

(e) Recorded Vote

Each member's vote shall not be recorded upon any motion unless requested by a member before the Chairperson calls upon the members to vote upon the question. Provided a request is made in the manner hereinbefore mentioned, the names of those who vote in favour of the question, those who vote in opposition and those who abstain, shall be entered upon the minutes. Any member may request that his/her individual vote be recorded either before or after the Chairperson calls the question.

20. CONFLICT OF INTEREST GUIDELINES

~~According to~~ **Any Conflict of Interest shall be declared and dealt with in accordance with the current provincial legislation regarding the *Municipal Conflict of Interest Act* and Board approved Policy on Conflict of Interest.**

21. CODE OF CONDUCT

All trustees are required to be in full compliance with the Code of Conduct for trustees as approved by the Board. The Board approved Code of Conduct Policy for trustees is in compliance with the *Education Act*. In accordance with the *Education Act*;

- (a) A member of the Board who has reasonable grounds to believe that a member of the Board has breached the Board's Code of Conduct may bring the alleged breach to the attention of the Board.**
- (b) If an alleged breach is brought to the attention of the Board under subsection (a), the Board shall make inquiries into the matter and shall, based on the results of the inquiries, determine whether the member has breached the Board's Code of Conduct.**

- (c) If the Board determines under subsection (b) that the member has breached the Board's Code of Conduct, the Board may impose one or more of the following sanctions:
1. Censure of the member.
 2. Barring the member from attending all or part of a meeting of the Board or a meeting of a committee of the Board.
 3. Barring the member from sitting on one or more committees of the Board, for the period of time specified by the Board.
- (d) For greater certainty, the imposition of a sanction under paragraph 2 of subsection (c) barring a member from attending all or part of a meeting of the Board shall be deemed, for the purpose of clause 228 (1) (b) of the *Education Act*, to be authorization for the member to be absent from the meeting.
- (e) A member of the Board who is barred from attending all or part of a meeting of the Board or a meeting of a committee of the Board under subsection (c) is not entitled to receive any materials that relate to that meeting or that part of the meeting and that are not available to members of the public.
- (f) If a Board determines that a member has breached the Board's Code of Conduct under subsection (c),
- (i) the Board shall give the member written notice of the determination and of any sanction imposed by the board;
 - (ii) the notice shall inform the member that he or she may make written submissions to the Board in respect of the determination or sanction by a date specified in the notice that is at least 14 days after the notice is received by the member; and
 - (iii) the Board shall consider any submissions made by the member in accordance with clause (ii) and shall confirm or revoke the determination within 14 days after the submissions are received..
- (g) If the Board revokes a determination under clause (f) (iii), any sanction imposed by the Board is revoked.
- (h) If the Board confirms a determination under clause (f) (iii), the Board shall, within the time referred to in that clause, confirm, vary or revoke the sanction.
- (i) If a sanction is varied or revoked under subsection (g) or (h), the variation or revocation shall be deemed to be effective as of the date the original determination was made under subsection (b)..
- (j) Despite subsection 207 (1) of the *Education Act* but subject to subsection (11), the part of a meeting of the Board during which a breach or alleged breach of the Board's code of conduct is considered may be closed to the public when the breach or alleged breach involves any of the matters described in clauses 207 (2) (a) to (e).
- (k) The Board shall do the following things by resolution at a meeting of the Board, and the vote on the resolution shall be open to the public:
1. Make a determination under subsection (b) that a member has breached the Board's Code of Conduct.
 2. Impose a sanction under subsection (c).
 3. Confirm or revoke a determination under clause (f) (iii).
 4. Confirm, vary or revoke a sanction under subsection (h).

- (l) A member who is alleged to have breached the Board's Code of Conduct shall not vote on a resolution to do any of the things described in paragraphs 1 to 4 of subsection (k).**
- (m) The passage of a resolution to do any of the things described in paragraphs 1 to 4 of subsection (11) shall be recorded in the minutes of the meeting.**
- (n) The *Statutory Powers Procedure Act* does not apply to anything done under this section as noted in Section 21 of the *Education Act*.**

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
PUBLIC SESSION
OCTOBER 12, 2010**

TOPIC: POLICY DEVELOPMENT UPDATE

The Policy Development Update
is presented for information.

Prepared by: Administrative Council
Presented by: John Crocco, Director of Education
Approved by: John Crocco, Director of Education
Date: October 12, 2010



REPORT TO THE COMMITTEE OF THE WHOLE OCTOBER 12, 2010

POLICY DEVELOPMENT UPDATE

Background Information

The Policy Development Update for the month of October 2010 is submitted for the information of Trustees.

A copy of the Policy and Administrative Guidelines - The Establishment and Cyclical Review of Policies Policy (Appendix A) is included for ease of reference.

POLICIES BEING DEVELOPED/REVIEWED		DUE DATE			APPENDIX
		PC	CW	BD	
POLICIES BEING DEVELOPED					
1	Environmental Education Policy	Oct. 2010	Dec. 2010	Dec. 2010	B
2	Code of Conduct - Trustees Policy	Oct. 2010	Nov. 2010	Nov. 2010	C
3	Conflict of Interest Policy	Fall 2010	Fall 2010	Fall 2010	D
4	Self-Identification of Aboriginal Students Policy	Winter 2010	Winter 2010	Winter 2010	E
POLICIES BEING REVIEWED					
5	Catholic School Councils Policy (800.1)	Sept. 2010	Nov. 2010	Nov. 2010	F
6	Trustee Conference and Travel Expenses Policy (100.2)	Oct. 2010	Dec. 2010	Dec. 2010	G
7	Purchasing of Goods & Services Policy (600.1)	Oct. 2010	Dec. 2010	Dec. 2010	H
8	Assignment of Principals & Vice-Principals Policy (202.1)	Winter 2010	Winter 2010	Winter 2010	I
9	Catholic Leadership: Principals & Vice-Principals (202.2)	Winter 2010	Winter 2010	Winter 2010	J
10	Community Use of Schools Policy (800.2)	Winter 2010	Winter 2010	Winter 2010	K
11	Educational Field Trips Policy (400.2)	Winter 2010	Winter 2010	Winter 2010	L
12	Records Management Policy (600.2)	Winter 2010	Winter 2010	Winter 2010	M
13	Research Projects Policy (800.5)	Oct. 2010	Dec. 2010	Dec. 2010	N
POLICIES BEING VETTED					
1	Employee Workplace Violence Policy (201.11)	N/A	Nov. 2010	Nov. 2010	
2	Equity and Inclusive Education Policy (100.10)	N/A	Winter 2010	Winter 2010	
3	Religious Accommodation Policy (100.10.1)	N/A	Winter 2010	Winter 2010	
POLICIES BEING PRESENTED TO THE BOARD					
	Board By-Laws (100.1)	Sept. 2010	Oct. 2010	Oct. 2010	

Trustees are reminded that the Policies are published on the Board's website www.niagaracatholic.ca.

The Policy Development Update is presented for information.

Prepared by: John Crocco, Director of Education

Presented by: John Crocco, Director of Education

Date: October 12, 2010

**THE ESTABLISHMENT AND CYCLICAL
REVIEW OF POLICIES POLICY**
POLICY # 100.5

STATEMENT OF POLICY

The Niagara Catholic District School Board, in order to fulfill its duties and responsibilities, reserves to itself the function of establishing guides for the discretionary action of those to whom it delegates authority. These guides for action will constitute the policies governing the operation of the school system and the internal operations of the Board. The policies pertaining to the internal operations of the Board shall be called bylaws.

The Director of Education, as C.E.O., is accountable to the Board for the implementation of policy and shall issue Administrative Guidelines in support of policy.

The policies of the Board shall be congruent with and supportive of the Mission Statement of the Board.

The process of establishing and reviewing policy will include timely consultation with individuals and groups as deemed appropriate to a particular policy.

The policy shall be based on and supportive of the Catholic Mission Statement of the Board.

ADMINISTRATIVE GUIDELINES

The development and review of all policies shall be initiated by the Board or the Director of Education.

The Director of Education may delegate the development or revision of Policy Statements and Administrative Guidelines to appropriate members of Senior Administrative Council and staff.

The establishment of new Policies and Administrative Guidelines as well as the cyclical review of existing Policies and Administrative Guidelines will adhere to the following process:

1. The draft Policy will be reviewed by Senior Administrative Council for input.
2. Once approved by the Director of Education, the draft Policy will then be forwarded to the Policy Committee for input and information.
3. The Policy Committee may recommend that the draft Policy be vetted to various stakeholder groups or that it be returned to staff for further study.
4. Once approved by the Policy Committee for vetting, the draft Policy will then be distributed to stakeholder groups as identified in the Policy Development Update Form.
5. Once the vetting process has been completed, the final draft Policy will then be presented to Senior Administrative Council for review.
6. Once approved by the Director of Education, the final draft Policy will then be submitted to the Policy Committee for recommendation to the Committee of the Whole.
7. Once reviewed by the Committee of the Whole, the final draft will then be forwarded to the Board for consideration at its next meeting.
8. The Director of Education will issue Administrative Guidelines if necessary in support of the policy, and will distribute the policy to the system.
9. Policies and Administrative Guidelines will be reviewed with the appropriate staff, who will in turn review with school staff to begin the implementation process.

VETTING

A draft policy may be vetted with all or any of the following individuals or groups:

Trustees	O.E.C.T.A. Occasionals	Regional Catholic School Council
Director of Education	C.U.P.E.	Special Education Advisory Committee
Superintendents	Managers'/Supervisors' Group	The Bishop
Principals/Vice-Principals	Student Services	Pastors
Curriculum Support Staff	Principals'/Vice-Principals' Council	Board Solicitor
O.E.C.T.A. Elementary	Non-Unionized Staff	Student Senate
O.E.C.T.A. Secondary	Catholic School Council Chairs	Others

Policy Issued: October 27, 1998

Policy Revised: April 27, 2010

Guidelines Issued: October 27, 1998

Guidelines Revised: June 26, 2001, September 19, 2001, April 27, 2010



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

POLICY DEVELOPMENT UPDATE

NEW

For the Month of October 2010

STEP 1 – NOTIFICATION OF INTENT TO COMMITTEE OF THE WHOLE

Name of Policy	Environmental Education Policy	Policy # N/A	Initiated by	
Intent of Policy	The Ministry of Education has suggested that Boards develop an Educational Environment Policy.	Issued N/A	Board	
Resource	James Woods, Controller of Plant	Revised N/A	Director	
			Admin. Council	
			Ministry of Education	

Distribution of Vetting					
Trustees	<input checked="" type="checkbox"/>	OECTA Occasional	<input checked="" type="checkbox"/>	PIC/Regional Cath. School Council	<input checked="" type="checkbox"/>
Director	<input checked="" type="checkbox"/>	CUPE	<input checked="" type="checkbox"/>	S.E.A.C.	<input checked="" type="checkbox"/>
Superintendents	<input checked="" type="checkbox"/>	Managers/Supervisors	<input checked="" type="checkbox"/>	Bishop	<input checked="" type="checkbox"/>
Principals/V-Principals	<input checked="" type="checkbox"/>	Student Services	<input checked="" type="checkbox"/>	Pastors	<input checked="" type="checkbox"/>
Curriculum Support Staff	<input checked="" type="checkbox"/>	Principals/V-Principals Council	<input checked="" type="checkbox"/>	Board Solicitor	<input checked="" type="checkbox"/>
OECTA Elementary	<input checked="" type="checkbox"/>	Non-Unionized Staff	<input checked="" type="checkbox"/>	Student Senate	<input checked="" type="checkbox"/>
OECTA Secondary	<input checked="" type="checkbox"/>	Catholic School Council Chairs	<input checked="" type="checkbox"/>	Others	<input checked="" type="checkbox"/>

STEP 2 – DRAFT POLICY REVIEW

Stakeholders	Date of Notification to Committee of the Whole	Sept. 14, 2010
Administrative Council	Date of Draft Policy Reviewed	Sept. 8, 2010
Trustees	Date Draft Policy Sent to Trustees	Oct. 2010
	Date Draft Policy Due From Trustees	Oct. 2010 { 7 Days
Stakeholders	Date of Draft Policy Reviewed	Oct. 2010
Policy Committee	Date of Draft Policy Reviewed	Oct. 2010
Committee of the Whole	Date of Draft Policy Reviewed	Dec. 7, 2010
Board	Date of Policy Approved	Dec. 21, 2010

COMMENTS

Recommendation from the Ministry of Education for Boards to develop standards for relationships between school buildings and a) users, b) site and c) greater environment with respect to design, construction, operation, maintenance and protection.

STATUS OF POLICY GUIDELINES (For Information - Issued by Director of Education)

The Policy will be submitted to the Policy Committee pending the receipt of the regulations to the Student Achievement - School Board Governance Act.



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

POLICY DEVELOPMENT UPDATE

NEW

For the Month of October 2010

STEP 1 – NOTIFICATION OF INTENT TO COMMITTEE OF THE WHOLE

Name of Policy	Code of Conduct - Trustees Policy	Policy # N/A	Initiated by	
Intent of Policy		Issued N/A	Board	
Resource	John Crocco, Director of Education	Revised N/A	Director	✓
			Admin. Council	
			Ministry of Education	

Distribution of Vetting					
Trustees	<input checked="" type="checkbox"/>	OECTA Occasional	<input type="checkbox"/>	PIC/Regional Cath. School Council	<input type="checkbox"/>
Director	<input checked="" type="checkbox"/>	CUPE	<input type="checkbox"/>	S.E.A.C.	<input type="checkbox"/>
Superintendents	<input type="checkbox"/>	Managers/Supervisors	<input type="checkbox"/>	Bishop	<input type="checkbox"/>
Principals/V-Principals	<input type="checkbox"/>	Student Services	<input type="checkbox"/>	Pastors	<input type="checkbox"/>
Curriculum Support Staff	<input type="checkbox"/>	Principals/V-Principals Council	<input type="checkbox"/>	Board Solicitor	<input type="checkbox"/>
OECTA Elementary	<input type="checkbox"/>	Non-Unionized Staff	<input type="checkbox"/>	Student Senate	<input type="checkbox"/>
OECTA Secondary	<input type="checkbox"/>	Catholic School Council Chairs	<input type="checkbox"/>	Others	<input type="checkbox"/>

STEP 2 – DRAFT POLICY REVIEW

Stakeholders	Date of Notification to Committee of the Whole	2008
Administrative Council	Date of Draft Policy Reviewed	Oct. 2010
Trustees	Date Draft Policy Sent to Trustees	Oct. 2010
	Date Draft Policy Due From Trustees	Oct. 2010 { 7 Days
Stakeholders	Date of Draft Policy Reviewed	Fall 2010
Policy Committee	Date of Draft Policy Reviewed	Oct. 2010
Committee of the Whole	Date of Draft Policy Reviewed	Nov. 2010
Board	Date of Policy Approved	Nov. 2010

COMMENTS

At the September 9, 2008 Committee of the Whole Meeting, the following motion was passed:
 “THAT the Committee of the Whole refer the Code of Conduct for Trustees Policy back to staff for review and rewording.”

STATUS OF POLICY GUIDELINES (For Information - Issued by Director of Education)

The Policy will be submitted to the Policy Committee pending the receipt of the regulations to the Student Achievement - School Board Governance Act.



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

POLICY DEVELOPMENT UPDATE

NEW

For the Month of October 2010

STEP 1 – NOTIFICATION OF INTENT TO COMMITTEE OF THE WHOLE

Name of Policy	Conflict of Interest Policy	Policy # N/A	Initiated by	
Intent of Policy		Issued N/A	Board	
Resource	John Crocco, Director of Education	Revised N/A	Director	✓
			Admin. Council	
			Ministry of Education	

Distribution of Vetting					
Trustees	✓	OECTA Occasional	✓	PIC/Regional Cath. School Council	✓
Director	✓	CUPE	✓	S.E.A.C.	
Superintendents	✓	Managers/Supervisors	✓	Bishop	✓
Principals/V-Principals	✓	Student Services	✓	Pastors	✓
Curriculum Support Staff	✓	Principals/V-Principals Council	✓	Board Solicitor	✓
OECTA Elementary	✓	Non-Unionized Staff	✓	Student Senate	✓
OECTA Secondary	✓	Catholic School Council Chairs	✓	Others	✓

STEP 2 – DRAFT POLICY REVIEW

Stakeholders	Date of Notification to Committee of the Whole	2008
Administrative Council	Date of Draft Policy Reviewed	Fall 2010
Trustees	Date Draft Policy Sent to Trustees	Fall 2010
	Date Draft Policy Due From Trustees	Fall 2010 { 7 Days
Stakeholders	Date of Draft Policy Reviewed	Fall 2010
Policy Committee	Date of Draft Policy Reviewed	Fall 2010
Committee of the Whole	Date of Draft Policy Reviewed	Fall 2010
Board	Date of Policy Approved	Fall 2010

COMMENTS

At the September 9, 2008 Committee of the Whole Meeting, the following motions was passed:
 “THAT the Committee of the Whole refer the Conflict of Interest for Employees Policy back to staff for further study.”

STATUS OF POLICY GUIDELINES (For Information - Issued by Director of Education)

The Policy will be submitted to the Policy Committee pending the receipt of the regulations to the Student Achievement - School Board Governance Act.



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

POLICY DEVELOPMENT UPDATE

NEW

For the Month of October 2010

STEP 1 – NOTIFICATION OF INTENT TO COMMITTEE OF THE WHOLE

Name of Policy	Self-Identification of Aboriginal Students Policy	Policy #	Initiated by	
		N/A	Board	
		Issued	Director	
Intent of Policy	The Ministry of Education has suggested that Boards develop an Educational Environment Policy.	N/A	Admin. Council	✓
Resource	Yolanda Baldasaro, Superintendent of Education	Revised	Ministry of Education	
		N/A		

Distribution of Vetting					
Trustees	✓	OECTA Occasional	✓	PIC/Regional Cath. School Council	✓
Director	✓	CUPE		S.E.A.C.	✓
Superintendents	✓	Managers/Supervisors		Bishop	✓
Principals/V-Principals	✓	Student Services	✓	Pastors	✓
Curriculum Support Staff	✓	Principals/V-Principals Council	✓	Board Solicitor	✓
OECTA Elementary	✓	Non-Unionized Staff		Student Senate	✓
OECTA Secondary	✓	Catholic School Council Chairs	✓	Others	✓

STEP 2 – DRAFT POLICY REVIEW

Stakeholders	Date of Notification to Committee of the Whole	2008
Administrative Council	Date of Draft Policy Reviewed	Winter 2010
Trustees	Date Draft Policy Sent to Trustees	Winter 2010
	Date Draft Policy Due From Trustees	Winter 2010 { 7 Days
Stakeholders	Date of Draft Policy Reviewed	Winter 2010
Policy Committee	Date of Draft Policy Reviewed	Winter 2010
Committee of the Whole	Date of Draft Policy Reviewed	Winter 2010
Board	Date of Policy Approved	Winter 2010

COMMENTS

As per recommendations outlined in the Ministry of Education Ontario First Nation, Metis and Inuit Education Policy Framework and Building Bridges to Success for First Nation, Metis and Inuit Students.

STATUS OF POLICY GUIDELINES (For Information - Issued by Director of Education)

The Policy will be submitted to the Policy Committee pending the receipt of the regulations to the Student Achievement - School Board Governance Act.



POLICY DEVELOPMENT UPDATE

For the Month of October 2010

STEP 1 – NOTIFICATION OF INTENT TO COMMITTEE OF THE WHOLE					
Name of Policy	Catholic School Councils Policy (800.1)				
Resource	Lee Ann Forsyth-Sells, Superintendent of Education				
Distribution of Vetting					
Trustees	<input checked="" type="checkbox"/>	OECTA Occasional	<input checked="" type="checkbox"/>	PIC/Regional Cath. School Council	<input checked="" type="checkbox"/>
Director	<input checked="" type="checkbox"/>	CUPE	<input type="checkbox"/>	S.E.A.C.	<input checked="" type="checkbox"/>
Superintendents	<input checked="" type="checkbox"/>	Managers/Supervisors	<input checked="" type="checkbox"/>	Bishop	<input checked="" type="checkbox"/>
Principals/V-Principals	<input checked="" type="checkbox"/>	Student Services	<input checked="" type="checkbox"/>	Pastors	<input checked="" type="checkbox"/>
Curriculum Support Staff	<input type="checkbox"/>	Principals/V-Principals Council	<input checked="" type="checkbox"/>	Board Solicitor	<input checked="" type="checkbox"/>
OECTA Elementary	<input checked="" type="checkbox"/>	Non-Unionized Staff	<input checked="" type="checkbox"/>	Student Senate	<input checked="" type="checkbox"/>
OECTA Secondary	<input checked="" type="checkbox"/>	Catholic School Council Chairs	<input checked="" type="checkbox"/>	Others	<input checked="" type="checkbox"/>
STEP 2 – DRAFT POLICY REVIEW					
Committee of the Whole	Date of Notification to Committee of the Whole	June 2010			
Administrative Council	Date of Draft Policy Reviewed	Sept. 8, 2010			
Trustees	Date Draft Policy Sent to Trustees	Sept. 2010			
	Date Draft Policy Due From Trustees	Sept. 2010 { 7 Days			
Stakeholders	Date of Draft Policy Reviewed	Sept. 2010			
Policy Committee	Date of Draft Policy Reviewed	Sept. 2010			
Committee of the Whole	Date of Draft Policy Reviewed	Nov. 9, 2010			
Board	Date of Policy Approved	Nov. 23, 2010			
COMMENTS					
<p>The current policy is being reviewed as part of the cyclical Policy and Administrative Guidelines Review Process to ensure continued compliance with the Education Statutes and Regulations of Ontario and other relevant legislation, as well as to ensure that the Policy and Administrative Guidelines continues to meet the goals, best practices and needs of the system.</p>					
STATUS OF POLICY GUIDELINES (For Information - Issued by Director of Education)					



POLICY DEVELOPMENT UPDATE

For the Month of October 2010

STEP 1 – NOTIFICATION OF INTENT TO COMMITTEE OF THE WHOLE

Name of Policy	Trustee Conference and Travel Expenses Policy (100.2)
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Resource	John Crocco, Director of Education
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Distribution of Vetting					
Trustees	<input checked="" type="checkbox"/>	OECTA Occasional	<input type="checkbox"/>	PIC/Regional Cath. School Council	<input type="checkbox"/>
Director	<input checked="" type="checkbox"/>	CUPE	<input type="checkbox"/>	S.E.A.C.	<input type="checkbox"/>
Superintendents	<input type="checkbox"/>	Managers/Supervisors	<input type="checkbox"/>	Bishop	<input type="checkbox"/>
Principals/V-Principals	<input type="checkbox"/>	Student Services	<input type="checkbox"/>	Pastors	<input type="checkbox"/>
Curriculum Support Staff	<input type="checkbox"/>	Principals/V-Principals Council	<input type="checkbox"/>	Board Solicitor	<input type="checkbox"/>
OECTA Elementary	<input type="checkbox"/>	Non-Unionized Staff	<input type="checkbox"/>	Student Senate	<input type="checkbox"/>
OECTA Secondary	<input type="checkbox"/>	Catholic School Council Chairs	<input type="checkbox"/>	Others	<input type="checkbox"/>

STEP 2 – DRAFT POLICY REVIEW

Committee of the Whole	Date of Notification to Committee of the Whole	February 2010
Administrative Council	Date of Draft Policy Reviewed	Sept. 8, 2010
Trustees	Date Draft Policy Sent to Trustees	Sept. 2010
	Date Draft Policy Due From Trustees	Sept. 2010 { 7 Days
Stakeholders	Date of Draft Policy Reviewed	Sept. 2010
Policy Committee	Date of Draft Policy Reviewed	Sept. 2010
Committee of the Whole	Date of Draft Policy Reviewed	Nov. 9, 2010
Board	Date of Policy Approved	Nov. 23, 2010

COMMENTS

A review of the current Policy, as part of the cyclical Policy and Administrative Guidelines Review Process to ensure continued compliance with the Education Statues and Regulations of Ontario and all relevant legislation.

STATUS OF POLICY GUIDELINES (For Information - Issued by Director of Education)

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POLICY DEVELOPMENT UPDATE

For the Month of October 2010

STEP 1 – NOTIFICATION OF INTENT TO COMMITTEE OF THE WHOLE					
Name of Policy	Purchasing of Goods & Services Policy (600.1)				
Resource	Larry Reich, Superintendent of Business & Financial Service				
Distribution of Vetting					
Trustees	<input checked="" type="checkbox"/>	OECTA Occasional	<input checked="" type="checkbox"/>	PIC/Regional Cath. School Council	<input checked="" type="checkbox"/>
Director	<input checked="" type="checkbox"/>	CUPE	<input type="checkbox"/>	S.E.A.C.	<input checked="" type="checkbox"/>
Superintendents	<input checked="" type="checkbox"/>	Managers/Supervisors	<input checked="" type="checkbox"/>	Bishop	<input checked="" type="checkbox"/>
Principals/V-Principals	<input checked="" type="checkbox"/>	Student Services	<input checked="" type="checkbox"/>	Pastors	<input checked="" type="checkbox"/>
Curriculum Support Staff	<input type="checkbox"/>	Principals/V-Principals Council	<input checked="" type="checkbox"/>	Board Solicitor	<input checked="" type="checkbox"/>
OECTA Elementary	<input checked="" type="checkbox"/>	Non-Unionized Staff	<input checked="" type="checkbox"/>	Student Senate	<input checked="" type="checkbox"/>
OECTA Secondary	<input checked="" type="checkbox"/>	Catholic School Council Chairs	<input checked="" type="checkbox"/>	Others	<input checked="" type="checkbox"/>
STEP 2 – DRAFT POLICY REVIEW					
Committee of the Whole	Date of Notification to Committee of the Whole	Feb. 2010			
Administrative Council	Date of Draft Policy Reviewed	Oct. 2010			
Trustees	Date Draft Policy Sent to Trustees	Nov. 2010			
	Date Draft Policy Due From Trustees	Nov. 2010 { 7 Days			
Stakeholders	Date of Draft Policy Reviewed	Nov. 2010			
Policy Committee	Date of Draft Policy Reviewed	Oct. 2010			
Committee of the Whole	Date of Draft Policy Reviewed	Dec. 7, 2010			
Board	Date of Policy Approved	Dec. 21, 2010			
COMMENTS					
<p>The current policy is being reviewed as part of the cyclical Policy and Administrative Guidelines Review Process to ensure continued compliance with the Education Statutes and Regulations of Ontario and other relevant legislation, as well as to ensure that the Policy and Administrative Guidelines continues to meet the goals, best practices and needs of the system.</p>					
STATUS OF POLICY GUIDELINES (For Information - Issued by Director of Education)					



POLICY DEVELOPMENT UPDATE

For the Month of October 2010

STEP 1 – NOTIFICATION OF INTENT TO COMMITTEE OF THE WHOLE					
Name of Policy	Assignment of Principals & Vice-Principals Policy (202.1)				
Resource	Frank Iannantuono, Superintendent of Education				
Distribution of Vetting					
Trustees	<input checked="" type="checkbox"/>	OECTA Occasional	<input checked="" type="checkbox"/>	PIC/Regional Cath. School Council	<input checked="" type="checkbox"/>
Director	<input checked="" type="checkbox"/>	CUPE	<input type="checkbox"/>	S.E.A.C.	<input checked="" type="checkbox"/>
Superintendents	<input checked="" type="checkbox"/>	Managers/Supervisors	<input checked="" type="checkbox"/>	Bishop	<input checked="" type="checkbox"/>
Principals/V-Principals	<input checked="" type="checkbox"/>	Student Services	<input checked="" type="checkbox"/>	Pastors	<input checked="" type="checkbox"/>
Curriculum Support Staff	<input type="checkbox"/>	Principals/V-Principals Council	<input checked="" type="checkbox"/>	Board Solicitor	<input checked="" type="checkbox"/>
OECTA Elementary	<input checked="" type="checkbox"/>	Non-Unionized Staff	<input checked="" type="checkbox"/>	Student Senate	<input checked="" type="checkbox"/>
OECTA Secondary	<input checked="" type="checkbox"/>	Catholic School Council Chairs	<input checked="" type="checkbox"/>	Others	<input checked="" type="checkbox"/>
STEP 2 – DRAFT POLICY REVIEW					
Committee of the Whole	Date of Notification to Committee of the Whole	Feb. 2010			
Administrative Council	Date of Draft Policy Reviewed	Winter 2010			
Trustees	Date Draft Policy Sent to Trustees	Winter 2010			
	Date Draft Policy Due From Trustees	Winter 2010 { 7 Days			
Stakeholders	Date of Draft Policy Reviewed	Winter 2010			
Policy Committee	Date of Draft Policy Reviewed	Winter 2010			
Committee of the Whole	Date of Draft Policy Reviewed	Winter 2010			
Board	Date of Policy Approved	Winter 2010			
COMMENTS					
<p>The current policy is being reviewed as part of the cyclical Policy and Administrative Guidelines Review Process to ensure continued compliance with the Education Statutes and Regulations of Ontario and other relevant legislation, as well as to ensure that the Policy and Administrative Guidelines continues to meet the goals, best practices and needs of the system.</p>					
STATUS OF POLICY GUIDELINES (For Information - Issued by Director of Education)					
<p> </p>					



POLICY DEVELOPMENT UPDATE

For the Month of October 2010

STEP 1 – NOTIFICATION OF INTENT TO COMMITTEE OF THE WHOLE					
Name of Policy	Catholic Leadership: Principals & Vice-Principals (202.2)				
Resource	Frank Iannantuono, Superintendent of Education				
Distribution of Vetting					
Trustees	<input checked="" type="checkbox"/>	OECTA Occasional	<input checked="" type="checkbox"/>	PIC/Regional Cath. School Council	<input checked="" type="checkbox"/>
Director	<input checked="" type="checkbox"/>	CUPE	<input type="checkbox"/>	S.E.A.C.	<input checked="" type="checkbox"/>
Superintendents	<input checked="" type="checkbox"/>	Managers/Supervisors	<input checked="" type="checkbox"/>	Bishop	<input checked="" type="checkbox"/>
Principals/V-Principals	<input checked="" type="checkbox"/>	Student Services	<input checked="" type="checkbox"/>	Pastors	<input checked="" type="checkbox"/>
Curriculum Support Staff	<input type="checkbox"/>	Principals/V-Principals Council	<input checked="" type="checkbox"/>	Board Solicitor	<input checked="" type="checkbox"/>
OECTA Elementary	<input checked="" type="checkbox"/>	Non-Unionized Staff	<input checked="" type="checkbox"/>	Student Senate	<input checked="" type="checkbox"/>
OECTA Secondary	<input checked="" type="checkbox"/>	Catholic School Council Chairs	<input checked="" type="checkbox"/>	Others	<input checked="" type="checkbox"/>
STEP 2 – DRAFT POLICY REVIEW					
Committee of the Whole	Date of Notification to Committee of the Whole	Feb. 2010			
Administrative Council	Date of Draft Policy Reviewed	Winter 2010			
Trustees	Date Draft Policy Sent to Trustees	Winter 2010			
	Date Draft Policy Due From Trustees	Winter 2010 { 7 Days			
Stakeholders	Date of Draft Policy Reviewed	Winter 2010			
Policy Committee	Date of Draft Policy Reviewed	Winter 2010			
Committee of the Whole	Date of Draft Policy Reviewed	Winter 2010			
Board	Date of Policy Approved	Winter 2010			
COMMENTS					
<p>The current policy is being reviewed as part of the cyclical Policy and Administrative Guidelines Review Process to ensure continued compliance with the Education Statutes and Regulations of Ontario and other relevant legislation, as well as to ensure that the Policy and Administrative Guidelines continues to meet the goals, best practices and needs of the system.</p>					
STATUS OF POLICY GUIDELINES (For Information - Issued by Director of Education)					
<p> </p>					



POLICY DEVELOPMENT UPDATE

For the Month of October 2010

STEP 1 – NOTIFICATION OF INTENT TO COMMITTEE OF THE WHOLE					
Name of Policy	Catholic Leadership: Principals & Vice-Principals (202.2)				
Resource	James Woods, Controller of Plant				
Distribution of Vetting					
Trustees	<input checked="" type="checkbox"/>	OECTA Occasional	<input checked="" type="checkbox"/>	PIC/Regional Cath. School Council	<input checked="" type="checkbox"/>
Director	<input checked="" type="checkbox"/>	CUPE	<input type="checkbox"/>	S.E.A.C.	<input checked="" type="checkbox"/>
Superintendents	<input checked="" type="checkbox"/>	Managers/Supervisors	<input checked="" type="checkbox"/>	Bishop	<input checked="" type="checkbox"/>
Principals/V-Principals	<input checked="" type="checkbox"/>	Student Services	<input checked="" type="checkbox"/>	Pastors	<input checked="" type="checkbox"/>
Curriculum Support Staff	<input type="checkbox"/>	Principals/V-Principals Council	<input checked="" type="checkbox"/>	Board Solicitor	<input checked="" type="checkbox"/>
OECTA Elementary	<input checked="" type="checkbox"/>	Non-Unionized Staff	<input checked="" type="checkbox"/>	Student Senate	<input checked="" type="checkbox"/>
OECTA Secondary	<input checked="" type="checkbox"/>	Catholic School Council Chairs	<input checked="" type="checkbox"/>	Others	<input checked="" type="checkbox"/>
STEP 2 – DRAFT POLICY REVIEW					
Committee of the Whole	Date of Notification to Committee of the Whole	May 2010			
Administrative Council	Date of Draft Policy Reviewed	Winter 2010			
Trustees	Date Draft Policy Sent to Trustees	Winter 2010			
	Date Draft Policy Due From Trustees	Winter 2010 { 7 Days			
Stakeholders	Date of Draft Policy Reviewed	Winter 2010			
Policy Committee	Date of Draft Policy Reviewed	Winter 2010			
Committee of the Whole	Date of Draft Policy Reviewed	Winter 2010			
Board	Date of Policy Approved	Winter 2010			
COMMENTS					
<p>The current policy is being reviewed as part of the cyclical Policy and Administrative Guidelines Review Process to ensure continued compliance with the Education Statutes and Regulations of Ontario and other relevant legislation, as well as to ensure that the Policy and Administrative Guidelines continues to meet the goals, best practices and needs of the system.</p>					
STATUS OF POLICY GUIDELINES (For Information - Issued by Director of Education)					



POLICY DEVELOPMENT UPDATE

For the Month of October 2010

STEP 1 – NOTIFICATION OF INTENT TO COMMITTEE OF THE WHOLE					
Name of Policy	Educational Field Trips Policy (400.2)				
Resource	Yolanda Baldasaro, Superintendent of Education				
Distribution of Vetting					
Trustees	<input checked="" type="checkbox"/>	OECTA Occasional	<input checked="" type="checkbox"/>	PIC/Regional Cath. School Council	<input checked="" type="checkbox"/>
Director	<input checked="" type="checkbox"/>	CUPE	<input checked="" type="checkbox"/>	S.E.A.C.	<input checked="" type="checkbox"/>
Superintendents	<input checked="" type="checkbox"/>	Managers/Supervisors	<input checked="" type="checkbox"/>	Bishop	<input checked="" type="checkbox"/>
Principals/V-Principals	<input checked="" type="checkbox"/>	Student Services	<input checked="" type="checkbox"/>	Pastors	<input checked="" type="checkbox"/>
Curriculum Support Staff	<input checked="" type="checkbox"/>	Principals/V-Principals Council	<input checked="" type="checkbox"/>	Board Solicitor	<input checked="" type="checkbox"/>
OECTA Elementary	<input checked="" type="checkbox"/>	Non-Unionized Staff	<input checked="" type="checkbox"/>	Student Senate	<input checked="" type="checkbox"/>
OECTA Secondary	<input checked="" type="checkbox"/>	Catholic School Council Chairs	<input checked="" type="checkbox"/>	Others	<input checked="" type="checkbox"/>
STEP 2 – DRAFT POLICY REVIEW					
Committee of the Whole	Date of Notification to Committee of the Whole	June 2010			
Administrative Council	Date of Draft Policy Reviewed	Winter 2010			
Trustees	Date Draft Policy Sent to Trustees	Winter 2010			
	Date Draft Policy Due From Trustees	Winter 2010 { 7 Days			
Stakeholders	Date of Draft Policy Reviewed	Winter 2010			
Policy Committee	Date of Draft Policy Reviewed	Winter 2010			
Committee of the Whole	Date of Draft Policy Reviewed	Winter 2010			
Board	Date of Policy Approved	Winter 2010			
COMMENTS					
<p>The current policy is being reviewed as part of the cyclical Policy and Administrative Guidelines Review Process to ensure continued compliance with the Education Statutes and Regulations of Ontario and other relevant legislation, as well as to ensure that the Policy and Administrative Guidelines continues to meet the goals, best practices and needs of the system.</p>					
STATUS OF POLICY GUIDELINES (For Information - Issued by Director of Education)					
<p> </p>					



POLICY DEVELOPMENT UPDATE

For the Month of October 2010

STEP 1 – NOTIFICATION OF INTENT TO COMMITTEE OF THE WHOLE					
Name of Policy	Records Management Policy (600.2)				
Resource	John Crocco, Director of Education				
Distribution of Vetting					
Trustees	<input checked="" type="checkbox"/>	OECTA Occasional	<input checked="" type="checkbox"/>	PIC/Regional Cath. School Council	<input checked="" type="checkbox"/>
Director	<input checked="" type="checkbox"/>	CUPE	<input checked="" type="checkbox"/>	S.E.A.C.	<input checked="" type="checkbox"/>
Superintendents	<input checked="" type="checkbox"/>	Managers/Supervisors	<input checked="" type="checkbox"/>	Bishop	<input checked="" type="checkbox"/>
Principals/V-Principals	<input checked="" type="checkbox"/>	Student Services	<input checked="" type="checkbox"/>	Pastors	<input checked="" type="checkbox"/>
Curriculum Support Staff	<input checked="" type="checkbox"/>	Principals/V-Principals Council	<input checked="" type="checkbox"/>	Board Solicitor	<input checked="" type="checkbox"/>
OECTA Elementary	<input checked="" type="checkbox"/>	Non-Unionized Staff	<input checked="" type="checkbox"/>	Student Senate	<input checked="" type="checkbox"/>
OECTA Secondary	<input checked="" type="checkbox"/>	Catholic School Council Chairs	<input checked="" type="checkbox"/>	Others	<input checked="" type="checkbox"/>
STEP 2 – DRAFT POLICY REVIEW					
Committee of the Whole	Date of Notification to Committee of the Whole	May 2010			
Administrative Council	Date of Draft Policy Reviewed	Sept. 8, 2010			
Trustees	Date Draft Policy Sent to Trustees	Winter 2010			
	Date Draft Policy Due From Trustees	Winter 2010 { 7 Days			
Stakeholders	Date of Draft Policy Reviewed	Winter 2010			
Policy Committee	Date of Draft Policy Reviewed	Winter 2010			
Committee of the Whole	Date of Draft Policy Reviewed	Winter 2010			
Board	Date of Policy Approved	Winter 2010			
COMMENTS					
<p>The current policy is being reviewed as part of the cyclical Policy and Administrative Guidelines Review Process to ensure continued compliance with the Education Statutes and Regulations of Ontario and other relevant legislation, as well as to ensure that the Policy and Administrative Guidelines continues to meet the goals, best practices and needs of the system.</p>					
STATUS OF POLICY GUIDELINES (For Information - Issued by Director of Education)					
<p> </p>					



POLICY DEVELOPMENT UPDATE

For the Month of October 2010

STEP 1 – NOTIFICATION OF INTENT TO COMMITTEE OF THE WHOLE					
Name of Policy	Research Projects Policy (800.5)				
Resource	Lee Ann Forstyh-Sells, Superintendent of Education				
Distribution of Vetting					
Trustees	<input checked="" type="checkbox"/>	OECTA Occasional	<input checked="" type="checkbox"/>	PIC/Regional Cath. School Council	<input checked="" type="checkbox"/>
Director	<input checked="" type="checkbox"/>	CUPE	<input checked="" type="checkbox"/>	S.E.A.C.	<input checked="" type="checkbox"/>
Superintendents	<input checked="" type="checkbox"/>	Managers/Supervisors	<input checked="" type="checkbox"/>	Bishop	<input checked="" type="checkbox"/>
Principals/V-Principals	<input checked="" type="checkbox"/>	Student Services	<input checked="" type="checkbox"/>	Pastors	<input checked="" type="checkbox"/>
Curriculum Support Staff	<input checked="" type="checkbox"/>	Principals/V-Principals Council	<input checked="" type="checkbox"/>	Board Solicitor	<input checked="" type="checkbox"/>
OECTA Elementary	<input checked="" type="checkbox"/>	Non-Unionized Staff	<input checked="" type="checkbox"/>	Student Senate	<input checked="" type="checkbox"/>
OECTA Secondary	<input checked="" type="checkbox"/>	Catholic School Council Chairs	<input checked="" type="checkbox"/>	Others	<input checked="" type="checkbox"/>
STEP 2 – DRAFT POLICY REVIEW					
Committee of the Whole	Date of Notification to Committee of the Whole	Oct. 2010			
Administrative Council	Date of Draft Policy Reviewed	Oct. 2010			
Trustees	Date Draft Policy Sent to Trustees	Nov. 2010			
	Date Draft Policy Due From Trustees	Nov. 2010 { 7 Days			
Stakeholders	Date of Draft Policy Reviewed	Nov. 2010			
Policy Committee	Date of Draft Policy Reviewed	Oct. 2010			
Committee of the Whole	Date of Draft Policy Reviewed	Dec. 2010			
Board	Date of Policy Approved	Dec. 2010			
COMMENTS					
<p>The current policy is being reviewed as part of the cyclical Policy and Administrative Guidelines Review Process to ensure continued compliance with the Education Statutes and Regulations of Ontario and other relevant legislation, as well as to ensure that the Policy and Administrative Guidelines continues to meet the goals, best practices and needs of the system.</p>					
STATUS OF POLICY GUIDELINES (For Information - Issued by Director of Education)					
<p> </p>					

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
PUBLIC SESSION
OCTOBER 12, 2010**

TOPIC: INTERNATIONAL STUDENT EXCHANGE

The report on the International Student Exchange
is presented for information.

Prepared by: Yolanda Baldasaro, Superintendent of Education
Jayne Evans, FSL /ESL / Arts Consultant

Presented by: Jayne Evans, FSL /ESL / Arts Consultant

Approved by: John Crocco, Director of Education

Date: October 12, 2010



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO THE COMMITTEE OF THE WHOLE MEETING OCTOBER 12, 2010

INTERNATIONAL STUDENT EXCHANGE

BACKGROUND INFORMATION

International Student Exchange - Ontario (ISE) is a not for profit agency which specializes in coordinating educational and cultural exchanges.

This year eight (8) students from Niagara Catholic are participating in the international student exchange program and seven (7) will be travelling to European destinations next February, 2011. One student has already completed her exchange last February and is presently hosting her partner. Two other students will begin their experiences in Europe and will host their partners in August, 2011. The visiting partners are spending the fall with us learning the Canadian culture and the English language while attending our secondary schools.

The six (6) international exchange students and their Niagara Catholic student exchange partners will be introduced to the Committee of the Whole as part of this information report.

Niagara Catholic Student	Exchange Partner	School	European Destination
Emma Kennedy	Miren Vaillant	Monsignor Clancy	France
Emma Légère	Reverse Exchange	Monsignor Clancy	To be determined
Eric Murphy	Étienne Chassang	St. Mark	France
Jennifer Roscoe	Fanny Scuderi	Lakeshore Catholic High School	Switzerland
Sarah McGuire	Reverse Exchange	Lakeshore Catholic High School	To be determined
Carlie Smith	Andres Soldevilla	Spain	Completed exchange Feb., 2010
Shane Murphy	Timo Schubert	Blessed Trinity Catholic Secondary School	Germany
Dustin Secord	Thierry Imer	Notre Dame College School	Switzerland

The report on the International Student Exchange
is presented for information.

Prepared by: Yolanda Baldasaro, Superintendent of Education
Jayne Evans, FSL /ESL / Arts Consultant

Presented by: Jayne Evans, FSL /ESL / Arts Consultant

Approved by: John Crocco, Director of Education

Date: October 12, 2010

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
PUBLIC SESSION
OCTOBER 12, 2010**

**TOPIC: CATHOLIC SCHOOL COUNCILS ANNUAL REPORT
2009-2010**

The Catholic School Councils Annual Report
2009-2010 is presented for information.

Prepared by: Lee Ann Forsyth-Sells, Superintendent of Education
Presented by: Lee Ann Forsyth-Sells, Superintendent of Education
Approved by: John Crocco, Director of Education
Date: October 12, 2010



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO THE COMMITTEE OF THE WHOLE MEETING OCTOBER 12, 2010

CATHOLIC SCHOOL COUNCILS' ANNUAL REPORT 2009-2010

BACKGROUND INFORMATION

To comply with School Councils' legislation, every School Council shall annually submit a written report on its activities to the Principal of the school and to the Board that established the Council (O. Reg. 612/00, s. 24 (1)). If the School Council engages in fund-raising activities, the annual report shall include a report of those activities. (O. Reg. 612/00, s. 24 (2)).

Each Catholic School Council in the Niagara Catholic District School Board has been asked to submit a brief report outlining the membership of the Catholic School Council, meeting dates, goals, achievement of goals, and financial statement for the year.

A copy of the Catholic School Councils' Annual Report 2009-2010 has been provided under separate cover.

<p>The Report on the Catholic School Councils' Annual Report 2009-2010 is presented for information.</p>
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Prepared by: Lee Ann Forsyth-Sells, Superintendent of Education

Presented by: Lee Ann Forsyth-Sells, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: October 12, 2010

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
PUBLIC SESSION
OCTOBER 12, 2010**

**TOPIC: NIAGARA CATHOLIC CELEBRATES THE CANONIZATION
OF BLESSED BROTHER ANDRE**

The report on Niagara Catholic Celebrates the Canonization of Blessed Brother Andre, is presented for information.

Prepared by: Yolanda Baldasaro, Superintendent of Education

Presented by: John Crocco, Director of Education
Yolanda Baldasaro, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: October 12, 2010



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO THE COMMITTEE OF THE WHOLE MEETING OCTOBER 12, 2010

NIAGARA CATHOLIC CELEBRATES THE CANONIZATION OF BLESSED BROTHER ANDRE

BACKGROUND INFORMATION

Blessed Brother André will be canonized by Pope Benedict XVI in a ceremony at St. Peter's Square in Rome on October 17th, 2010. He is the first Canadian-born male to be canonized a saint. On October 30th, 2010 a Thanksgiving Mass led by His Eminence, Jean-Claude Cardinal Turcotte, will take place at Montréal's Olympic Stadium to commemorate this historical and celebratory event.

Born Alfred Bessette, Brother André was physically weak from his infancy. He held a number of manual jobs before presenting himself as a candidate for the novitiate of the Congregation of Holy Cross in 1870, at the age of 25. He was given the name Brother André and was made porter at Notre-Dame College in Montréal. Blessed Brother André devoted his life to offering comfort to the sick and the heartbroken by urging them to pray to St. Joseph. Word of his gentle, healing touch spread and many people began to visit him for help. He never turned anyone away. André soon became known as the 'Miracle Man of Montreal.' Brother André's devotion to St. Joseph was so great that he built a chapel in St. Joseph's honour in Montréal. It is now known as Saint Joseph's Oratory of Mount Royal. When he died in 1939, more than one million people came to pay their last respects to him. His tomb is located at the Oratory which was completed many years after his death. Two miracles have been verified by the Church because people sought his intercession in their prayers.

Niagara Catholic has a very strong connection to Blessed Brother André through the Congregation of the Holy Cross Fathers here in Niagara. As well, the Chapel at Saint Paul Catholic High School in Niagara Falls is named in Blessed Brother André's honour.

Niagara Catholic Student Achievement staff is currently developing age appropriate curriculum based on the life of Blessed Brother André. The lessons and resources will be taught and shared in all elementary and secondary classrooms, ELKP to Grade 12 during the month of October.

Intermediate and secondary school students, along with Board and school staff, will attend the special Thanksgiving Mass in Montréal on October 30th. Members of Senior Staff, including our Director, John Crocco, Superintendents of Education, Yolanda Baldasaro, Lee Ann Forsyth-Sells and Frank Iannantuono, along with Mary-Ann McKinley, Consultant: Student Leadership/Student Engagement, will accompany staff and students on this historic trip to Montreal. Approximately 132 students and staff, filling 3 coach buses, will depart at 6:00 a.m. on Friday, October 29th, travelling to Montreal, with a full itinerary that includes tours of both St. Joseph Oratory and Notre Dame Basilica, culminating in attending the Thanksgiving Mass on Saturday, October 30th.

The report on Niagara Catholic Celebrates the Canonization
of Blessed Brother Andre, is presented for information.

Prepared by: Yolanda Baldasaro, Superintendent of Education

Presented by: John Crocco, Director of Education
Yolanda Baldasaro, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: October 12, 2010

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
PUBLIC SESSION
OCTOBER 12, 2010**

**TOPIC: FULL DAY EARLY LEARNING KINDERGARTEN
PROGRAM UPDATE**

The report on Niagara Catholic Full Day Early Learning Kindergarten Program Update is presented for information.

Prepared by: Yolanda Baldasaro, Superintendent of Education
Mark Lefebvre, Administrator: School Effectiveness Framework
Kendall Cappellazzo, Consultant: Early Years/Primary

Presented by: Yolanda Baldasaro, Superintendent of Education
Mark Lefebvre, Administrator: School Effectiveness Framework
Kendall Cappellazzo, Consultant: Early Years/Primary

Approved by: John Crocco, Director of Education

Date: October 12, 2010



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO THE COMMITTEE OF THE WHOLE MEETING OCTOBER 12, 2010

NIAGARA CATHOLIC FULL DAY EARLY LEARNING KINDERGARTEN PROGRAM UPDATE

STUDENT ACHIEVEMENT K - 12

BACKGROUND INFORMATION

The Full Day Early Learning Kindergarten Program (ELKP) was implemented in sixteen classrooms in eight Niagara Catholic Elementary schools in September 2010. This is the initial phase of a five year implementation process. Current ELKP schools are dispersed throughout the Niagara Region with Father Hennepin and St. Patrick in Niagara Falls, Our Lady of Fatima and St. Denis in St. Catharines, St. Joseph in Grimsby, St. Mary and Holy Name in Welland, and St Therese in Port Colborne. Phase two ELKP schools are St. Mark in Beamsville and Our Lady of Victory in Fort Erie. In addition, five Niagara Catholic schools have implemented full day Junior and Senior Kindergarten.

FDELKP is a research-based early learning program for four and five year olds. Classrooms are comprised of first year students (previously known as Junior Kindergarten) and second year students (previously known as Senior Kindergarten). The rationale behind combining these previous separate grades is that first year FDELKP students will be mentored by second year FDELKP students, and that the older students will model for the younger ones and the younger students will learn from their peers (e.g. self regulation skills).

FDELKP classrooms are lead by both a qualified teacher and a Registered Early Childhood Educator (ECE). The roles and responsibilities of the teacher under the Education Act remain the same. The roles and responsibilities of the ECE under the Act establish a cooperative partnership with the teacher. The responsibility for reporting via the Provincial Report Card remains with the teacher.

In preparing for a new, play-based, Early Learning Curriculum, Niagara Catholic purchased learning resources to properly equip FDELKP and Full Day JK/SK classroom. All purchases align with curriculum expectations referenced in the draft ELKP document.

The Student Achievement Department is dedicated to building capacity in FDELKP Teachers, ECEs, Educational Resource Teachers (ERTs) and principals. Commencing this September, FDELKP schools and FDJK/SK schools began training for their involvement in an Early Years Collaborative Inquiry of explicit strategy instruction to improve reading skills. All of these teachers and their school ERTs completed training in Reading and Writing Assessments. They will receive further training during the October PA Day. Additional professional development opportunities are planned throughout the school year as the Ministry of Education has allocated funding for release time of teachers and ECE teams.

The report on Niagara Catholic Full Day Early Learning Kindergarten Program Update is presented for information.

Prepared by: Yolanda Baldasaro, Superintendent of Education
Mark Lefebvre, Administrator: School Effectiveness Framework
Kendall Cappellazzo, Consultant: Early Years/Primary

Presented by: Yolanda Baldasaro, Superintendent of Education
Mark Lefebvre, Administrator: School Effectiveness Framework
Kendall Cappellazzo, Consultant: Early Years/Primary

Approved by: John Crocco, Director of Education

Date: October 12, 2010

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
PUBLIC SESSION
OCTOBER 12, 2010**

**TOPIC: STAFF DEVELOPMENT DEPARTMENT PROFESSIONAL
DEVELOPMENT OPPORTUNITIES**

The report on the
Staff Development Department
Professional Development Opportunities
is presented for information.

Prepared by: Frank Iannantuono, Superintendent of Education
Khayyam Syne, Administrator of Staff Development

Presented by: Frank Iannantuono, Superintendent of Education
Khayyam Syne, Administrator of Staff Development

Approved by: John Crocco, Director of Education

Date: October 12, 2010



REPORT TO THE COMMITTEE OF THE WHOLE MEETING

STAFF DEVELOPMENT DEPARTMENT PROFESSIONAL DEVELOPMENT OPPORTUNITIES

OCTOBER 12, 2010

BACKGROUND INFORMATION

In alignment with the Board's System Priorities and Vision 2020, 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 that will be occurring during the period October 12, 2010, through November 8, 2010.

Tuesday, October 12, 2010

EQAO Test Administration Training for First-time Grade 3 and Grade 6 Teachers

- A half-day program devoted to ensuring that teachers who will be delivering the Gr. 3 and 6 EQAO assessments for the first time in their teaching careers are brought in line with the Ministry of Education's and Board's expectations and best practices. The program will be delivered by the Assessment and Evaluation and Student Achievement departments.

Wednesday, October 13, 2010

Niagara Catholic District School Board – Eco-School Team Training

- A Ministry of Education initiative which will see a composite Niagara Catholic team of teaching and support staff professionals travel to Ancaster, Ontario, to participate in a training program, designed to improve the Board's already impressive environmental awareness and education profile.

Thursday, October 14, 2010

Elementary and Secondary Principals and Vice-Principals

- A full-day workshop led by Damian Cooper and designed to assist school administrators with the application of the Ministry of Education's "Growing Success" document as it pertains to the Board's Assessment and Evaluation guidelines.

Secondary Teachers of Religious Education

- An all-day workshop for two teachers of Religious Education from each of the Board's eight high schools to explore the Trillium Corporation's new "One Life, Many Gift's Program, designed to promote Organ donation within the parameters of the Religion curriculum.

Friday, October 15, 2010

Secondary Teachers of Gr. 11 Religious Education (World Religions)

- An all-day workshop designed to introduce this group of teachers to the newly purchased text-book resource: *World Religions – A Canadian Catholic Perspective*. The workshop will be given by two of the three authors of the book.

Monday, October 18, 2010

Secondary Program Chairs

- The first of two workshops given by the Student Achievement Department to this group of curriculum leaders in preparation for the complete roll-out the School Effectiveness Framework in the secondary panel.

Tuesday, October 19, 2010

New Teacher Induction Program

- The second gathering of the year involving this group consisting of teachers newly hired to the Board and thirty Long Term Occasional teachers in their second year, along with their mentors in a workshop presented by Dr. Avis Glaze and dealing with building Professional learning Communities.

Wednesday, October 20, 2010

Elementary Teachers new to Grades 4 to 8

- A half-day Workshop designed to introduce and assist this group of teachers in the requirements necessary to conduct effective and accurate assessments of students using the Development Reading Assessment tool (DRA).

Thursday, October 21, 2010

Student Success Teachers and Secondary Vice-Principals

- An all-day workshop designed to introduce this group of secondary school educators to the joint (FACS and School Boards) program developed to assist those adolescents involved in the province's Crown Wardship program. The day will feature a keynote address by Dr. Bruce Ferguson, of the Toronto Hospital for Sick Children and a consultant to the Ministry of Education.

Monday, October 25, 2010

Elementary Spelling Bee Teacher Contacts

- Workshop designed to introduce and assist this group of teachers who make up their school's Niagara Catholic District School Board's inaugural Spelling Bee contest, contact, on the educational value of the series of events it comprises. It will also outline the procedural guidelines that must be followed. The workshop will be given by the Board's Student Engagement / Leadership Consultant.

This report will also include a Presentation on the Friday, October 8, 2010 Curriculum based, Professional Activity day, held at several Board sites.

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

Prepared By: Frank Iannantuono, Superintendent of Education
Khayyam Syne, Administrator of Staff Development

Presented By: Frank Iannantuono, Superintendent of Education
Khayyam Syne, Administrator of Staff Development

Approved By: John Crocco, Director of Education

Date: October 12, 2010

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
PUBLIC SESSION
OCTOBER 12, 2010**

**TOPIC: EXTENDED OVERNIGHT FIELD
TRIP/EXCURSION/EXCHANGE APPROVAL COMMITTEE**

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

Prepared by: Extended Overnight Field Trip, Excursion and Exchange Approval Committee
Presented by: Yolanda Baldasaro, Superintendent of Education
Approved by: John Crocco, Director of Education
Date: October 12, 2010



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO THE COMMITTEE OF THE WHOLE MEETING OCTOBER 12, 2010

EXTENDED OVERNIGHT FIELD TRIP, EXCURSION AND EXCHANGE APPROVAL COMMITTEE – 2010-2011

BACKGROUND INFORMATION

The Extended Overnight Field Trip, Excursion and Exchange Approval Committee continues to review proposals for 2010-2011 extended overnight field trips, excursions and exchanges as submitted to date. The composition of the approval Committee is as follows:

1 Supervisory Officer	-	Yolanda Baldasaro
1 Secondary School Principal	-	Mario Ciccarelli
1 Secondary School Vice-Principal	-	Jeff Smith
1 Education Services Member	-	Mike Sheahan

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

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

An Excursion is defined as follows:

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

Attached to this information report is an Executive Summary of a 2010-2011 Extended Overnight Field Trip.

The report on the Extended Overnight Field Trip, Excursion and Exchange Approval Committee for October 2010 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
Date: October 12, 2010

EXECUTIVE SUMMARY

Appendix A

Extended Overnight Field Trip, Excursion and Exchange Committee Approvals – 2010-2011

School	Type	Approval Required	Destination	Curriculum Unit/Theme	Education Value	Date	Students on Trip	Duration	Cost (Approx)	Transportation
Approved October 2010										
Lakeshore Catholic High School	Extended Overnight Field Trip and Excursion	Superintendent and Extended Overnight Field Trip Committee	Disney World Orlando, Florida	Music Appreciation	To develop and enhance students' awareness of their role as "representatives/ambassadors" of their school, board and community through concert, performance in a music festival and performance workshop activities.	Tuesday, May 10 th , 2011 to Saturday, May 14 th , 2011	75 students 5 staff	5 days 4 nights (4 school days)	\$974.00/ student	Air and Coach
Lakeshore Catholic High School	Extended Overnight Field Trip and Excursion	Superintendent and Extended Overnight Field Trip Committee	Dominica	Social Justice Pilgrimage	This annual social justice experience encourages students to become collaborative contributors, responsive, global citizens and also to become Catholic leaders and to see the value, rights and sacredness of all people.	Monday, February 28 th , 2011 to Monday, March 7 th , 2011	12 students 3 staff	8 days 7 nights (6 school days)	\$1684.00/ student	Air and Van

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
PUBLIC SESSION
OCTOBER 12, 2010**

TOPIC: CAPITAL PROJECT PROGRESS REPORT

The Capital Project Progress Report
is presented for information.

Prepared by: James Woods, Controller of Plant
Presented by: James Woods, Controller of Plant
Approved by: John Crocco, Director of Education
Date: October 12, 2010



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO THE COMMITTEE OF THE WHOLE MEETING OCTOBER 12, 2010

CAPITAL PROJECTS PROGRESS REPORT

BACKGROUND INFORMATION

Individual progress reports for capital projects are presented as follows:

In Progress

Appendix A	Blessed Trinity Secondary School (Gr.)
Appendix B	Our Lady of Fatima Elementary School (Gr.)
Appendix C	Our Lady of Victory Elementary School (FE)
Appendix D	St. Andrew Elementary School (W)
Appendix E	St. Anthony Elementary School
Appendix F	St. Augustine Elementary School (W)
Appendix G	St. Joseph Elementary School (Gr.)
Appendix H	St. Mark Elementary School (B)

The Capital Projects Progress Report is presented for information.

Prepared by: James Woods, Controller of Plant
Presented by: James Woods, Controller of Plant
Approved by: John Crocco, Director of Education
Date: October 12, 2010



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
OCTOBER 12, 2010**

APPENDIX A

BLESSED TRINITY SECONDARY SCHOOL, GRIMSBY

Scope of Project:

Design and construction of a twenty-three classroom addition and alterations to the existing facility under the Energy Efficient Funding program.

Current Status:

Site work (Phase 1) is now complete. The architects are preparing tender documents for the building addition and renovations (Phase 2), to be tendered in November.



Project Information:

New Area to be Constructed	43,338	sq. ft.
Existing Area to be Renovated	16,864	sq. ft.
Total New Facility Area	129,731	sq. ft.
Total Site Area	16.8	acres
Pupil Places Added	483	students
New Facility Capacity	1059	students

Project Funding:

Energy Efficiency	11,000,000
Board Reserves	329,915
	\$11,329,915

Project Costs:

	Budget	Paid	Forecast
Contract, Phase 1	1,435,925	818,320	1,435,925
Contract, Phase 2	7,873,905	0	7,873,905
Fees & Disbursements	880,000	165,904	880,000
Furniture & Equipment	700,085	0	700,085
Other Project Costs	440,000	117,342	440,000
	\$11,329,915	\$1,101,566	\$11,329,915

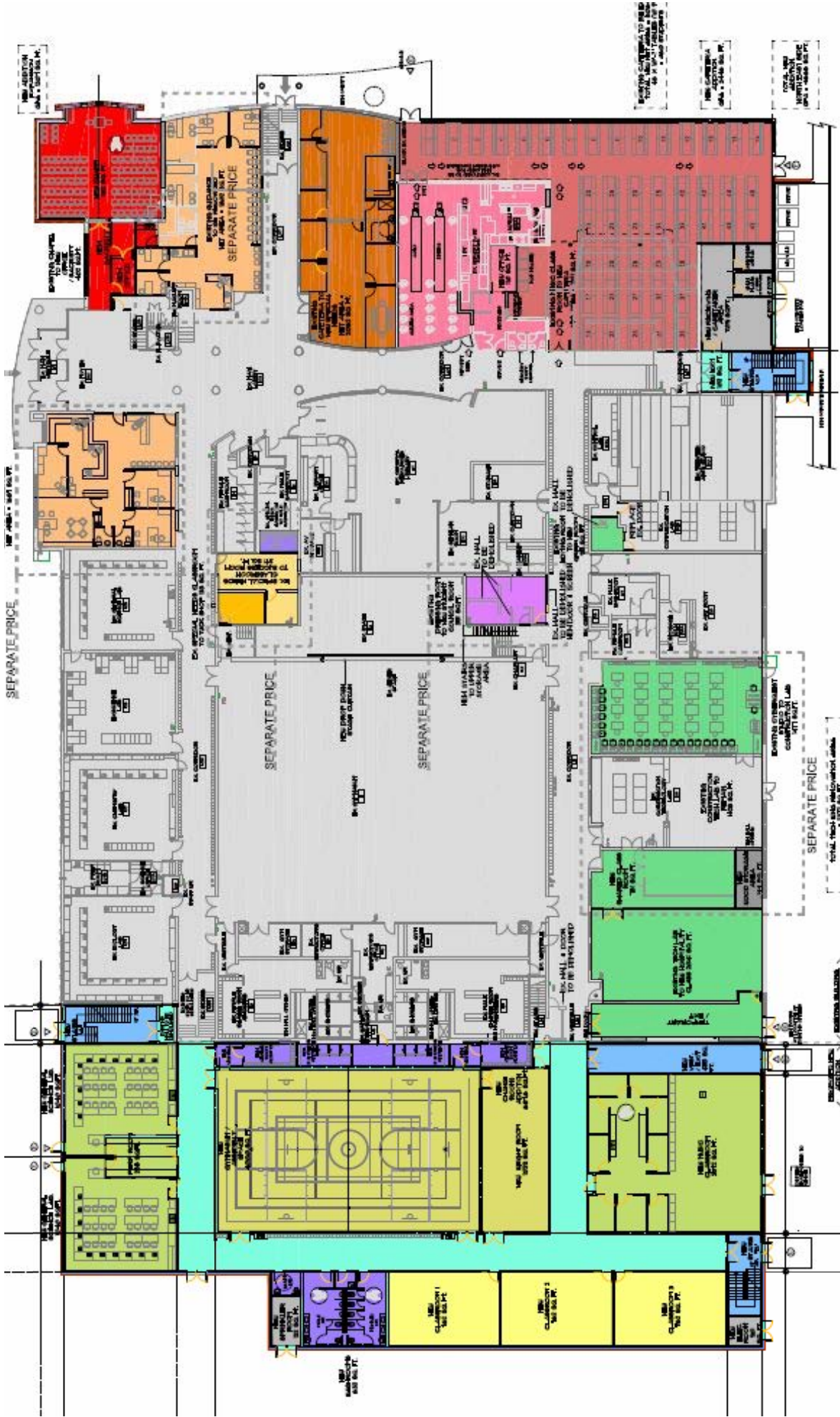
Project Timelines:

	<u>Scheduled Completion</u>	<u>Actual Completion</u>
Funding Approval	10 June 2009	10 June 2009
Architect Selection	20 July 2009	26 July 2009
Design Development	2 November 2009	26 January 2010
Contract Documents, Phase 1	8 April 2010	18 June 2010
Tender & Approvals, Phase 1	25 May 2010	7 July 2010
Construction, Phase 1	27 August 2010	27 September 2010
Contract Documents, Phase 2	18 November 2010	
Tender & Approvals, Phase 2	7 December 2010	
Construction, Phase 2	16 December 2011	
Occupancy	9 January 2012	
Official Opening & Blessing	February 2012	

Project Team:

Architect	Raimondo + Associates Architects Inc.
General Contractor, Phase 1	Rankin Construction Inc.
General Contractor, Phase 2	TBD
Project Manager	Anthony Ferrara
Superintendent	Rob Ciarlo
Principal	Ted Farrell

APPENDIX A1



BLESSED TRINITY OPTION 15 GROUND FLOOR



BLESSED TRINITY OPTION 15 SECOND FLOOR



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
OCTOBER 12, 2010**

APPENDIX B

OUR LADY OF FATIMA CATHOLIC ELEMENTARY SCHOOL, GRIMSBY

Scope of Project:

Design and construction of a replacement school facility under the Prohibitive to Repair program. The new facility will be constructed on the existing site while the existing building continues to function. The existing building will be demolished, with the exception of the gymnasium and main entrance which will become a new home for the Cyberquest program, and the site will be restored during the summer prior to occupancy of the new facility. Cyberquest will be relocated from Blessed Trinity in December 2010



Current Status:

The building is open and in use. Some finishes and landscaping are yet to be completed. Cyber Quest renovations and the solar panel system will be tendered in October.

Project Information:

New Area to be Constructed	37,262	sq. ft.
Existing Area to be Renovated	0	sq. ft.
Total New Facility Area	37,262	sq. ft.
Total Site Area	6.5	acres (including leased property)
Pupil Places Added	129	students (6 classrooms)
New Facility Capacity	379	students (17 classrooms)

Project Funding:

Prohibitive to Repair	5,833,521
Primary Class Size	718,579
Facility Renewal	347,900
Renewable Energy	949,373
Board Reserves	438,528
	8,287,901

Project Costs:

	Budget	Paid	Forecast
Construction Contract	6,129,986	4,823,504	6,129,986
Fees & Disbursements	489,000	647,687	582,958
Furniture & Equipment	139,300	0	139,300
Solar PV System	949,373	0	949,373
Other Project Costs	415,226	403,805	415,226
	\$8,122,885	\$5,874,996	\$8,216,843

Project Timelines:

	<u>Scheduled Completion</u>	<u>Actual Completion</u>
Funding Approval	7 September 2007	7 September 2007
Architect Selection	28 November 2007	28 November 2007
Design Development	27 February 2009	27 February 2009
Contract Documents	May 2009	22 May 2009
Tender	16 June 2009	16 June 2009
Construction	20 August 2010	3 September 2010
Occupancy	7 September 2010	7 September 2010
Official Opening & Blessing	November 2010	

Project Team:

Architect	Venerino V.P. Panici Architect Inc
General Contractor	Brouwer Construction (1981) Ltd.
Project Manager	Anthony Ferrara
Superintendent	Rob Ciarlo
Principal	Michael Hendrickse



NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
OCTOBER 12, 2010

APPENDIX C

OUR LADY OF VICTORY CATHOLIC ELEMENTARY SCHOOL



Scope of Project:

Consolidation of the junior and senior schools through the design and construction of an eight classroom addition and alterations to the existing junior building under the Energy Efficient Funding program. Alterations will occur during the summer months, and the new classrooms will be added while the existing building continues to function.

Current Status:

Demolition work is completed and construction of footings and foundations is in progress.

Project Information:

New Area to be Constructed	1,7815	sq. ft.
Existing Area to be Renovated	28,848	sq. ft.
Total New Facility Area	47,200	sq. ft.
Total Site Area	8.6	acres
Pupil Places Added	184	students (8 classrooms)
New Facility Capacity	495	students (21 classrooms)

Project Funding:

Energy Efficiency ES	4,563,142
Energy Efficiency M	300,000
Facilities Renewal	525,000
GPTL	500,000
	\$5,888,142

Project Costs:

	Budget	Paid	Forecast
Construction Contract	4,321,000	145,253	4,321,000
Fees & Disbursements	554,700	356,680	554,700
Furniture & Equipment	119,500	0	119,500
Other Project Costs	689,572	75,579	689,572
	\$5,684,772	\$577,512	\$5,684,772

Project Timelines:

	Scheduled Completion	Actual Completion
Funding Approval	10 June 2009	10 June 2009
Architect Selection	20 July 2009	26 June 2009
Design Development	6 October 2009	9 December 2009
Contract Documents	26 January 2010	18 June 2010
Tender	13 May 2010	6 July 2010
Construction	12 August 2011	
Occupancy	6 September 2011	
Official Opening & Blessing	28 October 2011	

Project Team:

Architect	Raimondo + Associates Architects Inc.
General Contractor	T.R. Hinan Contractors
Project Manager	Anthony Ferrara
Superintendent	Lee Ann Forsyth-Sells
Principal	Theresa Murphy



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
OCTOBER 12, 2010**

APPENDIX D

ST. ANDREW CATHOLIC ELEMENTARY SCHOOL

Scope of Project:

Construction of a new library and single classroom.
Renovations to the existing library to be two additional classrooms and expansion of the gymnasium to create a stage.

Current Status:

Construction of footings and foundations is in progress



Project Information:

New Area to be Constructed	3,774	sq. ft.
Existing Area to be Renovated	1,410	sq. ft.
Total New Facility Area	26,911	sq. ft.
Total Site Area	4.6	acres
Pupil Places Added	69	students (3 classrooms)
New Facility Capacity	411	students (18 classrooms)

Project Funding:

Primary Class Size	1,077,869
Good Places to Learn	55,000
	\$1,132,869

Project Costs:

	Budget	Paid	Forecast
Construction Contract	948,588	0	948,588
Fees & Disbursements	66,000	57,790	66,000
Furniture & Equipment	25,000	0	25,000
Other Project Costs	90,044	89,395	90,044
	\$1,129,632	\$147,185	\$1,129,632

Project Timelines:

	<u>Scheduled Completion</u>	<u>Actual Completion</u>
Funding Approval	10 June 2009	10 June 2009
Architect Selection	20 July 2009	26 July 2009
Design Development	15 March 2010	16 April 2010
Contract Documents	31 May 2010	23 July 2010
Tender	04 July 2010	10 August 2010
Construction	24 December 2010	
Occupancy	26 February 2010	
Official Opening & Blessing	15 March 2010	

Project Team:

Architect	Raimondo + Associates Architects
General Contractor	Stolk Construction
Project Manager	Tunde Labbancz
Superintendent	Lee Ann Forsyth-Sells
Principal	Chris Gobbi



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
OCTOBER 14, 2010**

APPENDIX E

ST. ANTHONY CATHOLIC ELEMENTARY SCHOOL

Scope of Project:

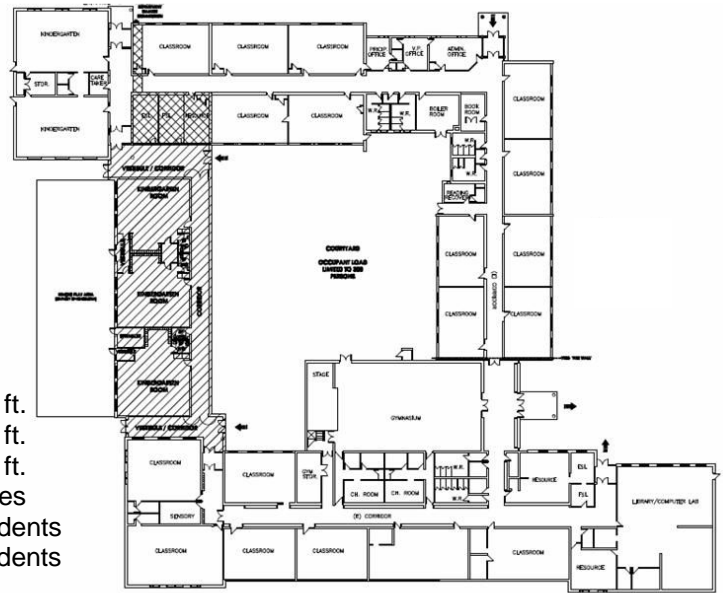
Design and construction of 3 new classrooms for Early Learning, plus renovations to provide 2 additional general classrooms within the existing building.

Current Status:

The architects are preparing contract documents for tender in February.

Project Information:

New Area to be Constructed	6,588	sq. ft.
Existing Area to be Renovated	2,400	sq. ft.
Total New Facility Area	50,777	sq. ft.
Total Site Area	5.04	acres
Pupil Places Added	124	students
New Facility Capacity	602	students



Project Funding:

Primary Class Size	1,077,869
Early Learning	434,585
	\$1,512,454

Project Costs:

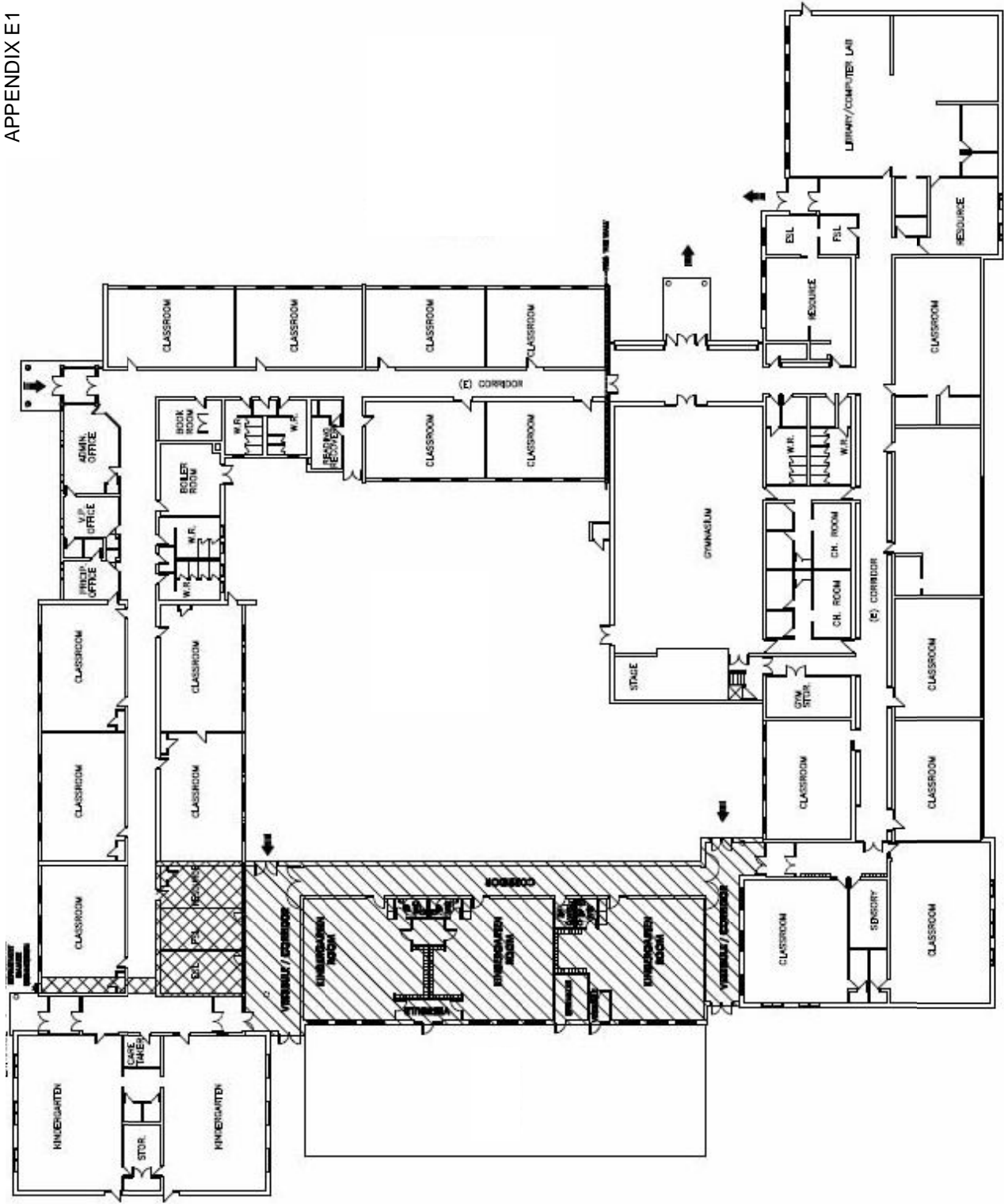
	Budget	Committed	Forecast
Construction Contract	1,200,000	0	1,200,000
Fees & Disbursements	147,000	20,457	147,000
Furniture & Equipment	25,000	0	25,000
Other Project Costs	140,000	0	140,000
	\$1,512,000	\$20,457	\$1,512,000

Project Timelines:

	<u>Scheduled Completion</u>	<u>Actual Completion</u>
Funding Approval	19/12/2008 & 15/06/2010	15 June 2010
Architect Selection	26 July 2009	26 July 2009
Design Development	23 December 2009	10 August 2010
Contract Documents	17 February 2011	
Tender & Approvals	22 February 2011	
Construction	26 August 2011	
Occupancy	6 September 2011	
Official Opening & Blessing	October 2011	

Project Team:

Architect	Garwood-Jones & Hanham
General Contractor	TBD
Project Manager	Tunde Labbanicz
Superintendent	Rob Ciarlo
Principal	Anne Marie Crocco



ST ANTHONY THREE FDK CLASSROOM ADDITION PROPOSAL



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
OCTOBER 12, 2010**

APPENDIX F

ST. AUGUSTINE CATHOLIC ELEMENTARY SCHOOL

Scope of Project:

Construction of a new library and renovations to the vacated space to be two additional classrooms, and expansion of two existing classrooms to create purpose built kindergarten classrooms. An additional driveway entrance, kiss and ride and parking lot will also be provided.

Current Status:

Footings and Foundations are complete. Concrete block walls are in progress.

Project Information:

New Area to be Constructed	3,800	sq. ft.
Existing Area to be Renovated	1,950	sq. ft.
Total New Facility Area	19,469	sq. ft.
 Total Site Area	 6.22	 acres
Pupil Places Added	46	students (2 classrooms)
New Facility Capacity	219	students (10 classrooms)



Project Funding:

Primary Class Size	718,579
Early Learning	434,585
	<u>\$1,153,164</u>

Project Costs:

	Budget	Paid	Forecast
Construction Contract	858,000	174,506	858,000
Fees & Disbursements	104,000	62,090	104,000
Furniture & Equipment	30,000	0	30,000
Other Project Costs	135,182	13,237	135,182
	<u>\$1,127,182</u>	<u>\$249,833</u>	<u>\$1,127,182</u>

Project Timelines:

	<u>Scheduled Completion</u>	<u>Actual Completion</u>
Funding Approval	10 June 2009	10 June 2009
Architect Selection	20 July 2009	26 July 2009
Design Development	11 January 2010	05 March 2010
Contract Documents	01 May 2010	6 July 2010
Tender	26 June 2010	20 July 2010
Construction	10 December 2010	
Occupancy	10 January 2011	
Official Opening & Blessing	February 2011	

Project Team:

Architect	Graff Grguric Architects Inc
General Contractor	Kenmore Management
Project Manager	Tunde Labbanicz
Superintendent	Lee Ann Forsyth-Sells
Principal	Mary Kay Kalagian



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
OCTOBER 12, 2010**

APPENDIX G

ST. JOSEPH CATHOLIC ELEMENTARY SCHOOL, GRIMSBY

Scope of Project:

Design and construction of a replacement school facility under the Prohibitive to Repair program. The new facility will be constructed on the existing site while the existing building continues to function. The existing building will be demolished and the site will be restored during the summer months prior to occupancy of the new facility.



Current Status:

The building is open and in use. Some finishes and landscaping are yet to be completed. The solar panel system will be tendered in October.

Project Information:

New Area to be Constructed	26,709	sq. ft.
Existing Area to be Renovated	0	sq. ft.
Total New Facility Area	26,709	sq. ft.
Total Site Area	4.2	acres
Pupil Places Added	-29	students (-1 classroom)
New Facility Capacity	221	students (10 classrooms)

Project Funding:

Prohibitive to Repair	5,340,703
Primary Class Size	359,297
Facility Renewal	209,060
Renewable Energy	949,373
Board Reserves	381,545
	\$7,239,978

Project Costs:

	Budget	Paid	Forecast
Construction Contract	5,473,472	4,196,773	5,473,472
Fees & Disbursements	441,300	569,747	532,750
Furniture & Equipment	94,200	0	100,000
Solar PV System	0	0	1,240,000
Other Project Costs	296,125	307,694	296,125
	\$6,305,097	\$5,074,214	\$7,642,347

Project Timelines:

	<u>Scheduled Completion</u>	<u>Actual Completion</u>
Funding Approval	7 September 2007	7 September 2007
Architect Selection	28 November 2007	28 November 2007
Design Development	27 February 2009	27 February 2009
Contract Documents	22 May 2009	22 May 2009
Tender	18 June 2009	18 June 2009
Construction	July 2010	3 September 2010
Occupancy	7 September 2010	7 September 2010
Official Opening & Blessing	November 2010	

Project Team:

Architect	Venerino V.P. Panici Architect Inc
General Contractor	Brouwer Construction (1981) Ltd.
Project Manager	Anthony Ferrara
Superintendent	Rob Ciarlo
Principal	John Bosco



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
OCTOBER 12, 2010**

APPENDIX H

ST. MARK CATHOLIC ELEMENTARY SCHOOL

Scope of Project:

Design and construction of a six classroom addition to provide 4 additional general classrooms and 2 additional Early Learning Kindergarten classrooms.

Current Status:

The architects are preparing contract documents for tender in February.



Project Information:

New Area to be Constructed	9,096	sq. ft.
Existing Area to be Renovated	1,600	sq. ft.
Total New Facility Area	45,028	sq. ft.
Total Site Area	5.31	acres
Pupil Places Added	138	students
New Facility Capacity	501	students

Project Funding:

Primary Class Size	1,437,159
Early Learning	869,170
	<u>\$2,306,329</u>

Project Costs:

	Budget	Committed	Forecast
Construction Contract	1,800,000		1,800,000
Fees & Disbursements	200,000	73,373	200,000
Furniture & Equipment	50,000		50,000
Other Project Costs	250,000	3,500	250,000
	<u>\$2,300,000</u>	<u>\$76,873</u>	<u>\$2,300,000</u>

Project Timelines:

	Scheduled Completion	Actual Completion
Funding Approval	19/12/2008 & 15/06/2010	15 June 2010
Architect Selection	26 July 2009	26 July 2009
Design Development	23 December 2009	10 August 2010
Contract Documents	17 February 2011	
Tender & Approvals	22 February 2011	
Construction	26 August 2011	
Occupancy	6 September 2011	
Official Opening & Blessing	October 2011	

Project Team:

Architect	Garwood-Jones & Hanham
General Contractor	TBD
Project Manager	Tunde Labbancz
Superintendent	Rob Ciarlo
Principal	Carmela D'Andrea

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
PUBLIC SESSION
OCTOBER 12, 2010**

**TOPIC: TRUSTEE INFORMATION
SPOTLIGHT ON NIAGARA CATHOLIC
SEPTEMBER 28, 2010**



Spotlight

on NIAGARA CATHOLIC

Nurturing Souls & Building Minds

www.niagracatholic.ca

September 28, 2010

Excellence at Sacred Heart School



Sacred Heart Catholic Elementary School was the first school of the 2010-2011 school year to make its School Excellence Presentation to the Board. Julianne and Emily Miszk, along with their father, Joe, spoke about the important role Sacred Heart Catholic plays in their lives.

Bernadette, Joe, Julianne and Emily Miszk in front of Sacred Heart Catholic Elementary School's Celebrating Our Schools display in the foyer of the Catholic Education Centre.

Niagara Catholic Fares Well in EQAO

On September 15th, the Education Quality and Accountability Office released the results of Primary and Junior assessments, which focus on literacy and numeracy, and the Grade 9 math assessment.

Niagara Catholic once again surpassed the provincial averages in Grade 3 and 6 reading, writing and math scores. Students in the Grade 9 Academic Math program were on par with provincial results, while students in the Applied Math program scored slightly lower than the provincial average.

EQAO test results are among the many assessment tools teachers use to help guide student success. These results will be studied by Senior Staff, Principals, school staff and Niagara Catholic's Research, Assessment and Evaluation Department to identify areas of strength and areas in need of additional attention throughout the year.

Grade 3	Grade 6
Reading - 71% (62%)	Reading - 73% (72%)
Writing - 81% (70%)	Writing - 76% (70%)
Mathematics - 81% (71%)	Mathematics - 67% (61%)

Niagara Catholic results. Provincial results are in brackets.

Grand Appearance for Niagara Catholic in Wine Festival Grande Parade



Niagara Catholic's first Board-wide submission in the Niagara Wine Festival's Grande Parade celebrated the Board's success in the Ontario EcoSchools program. Students from elementary and secondary school Eco Teams, along with the mascots from Saint Paul, St. Francis, Lakeshore Catholic and Blessed Trinity, were full of energy as they walked behind the Board's float. The Denis Morris float, comprised of a six-foot bottle and wine glass made from recycled materials, won the Harvest Award for best float following the parade's theme, "How Green It Is." Board Chairperson Kathy Burtnik, Director of Education John Crocco, Superintendents of Education Yolanda Baldasaro and Frank Iannantuono, Controller of Plant James Woods and several members of Niagara Catholic staff also took part in the parade.

Niagara Catholic to Celebrate Canonization of Blessed Brother André

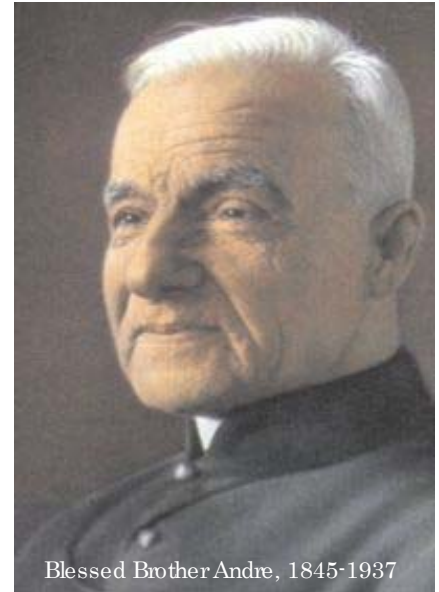
Intermediate and secondary school students, along with Board staff, will attend a special Thanksgiving Mass in Montréal, celebrating the canonization of Blessed Brother André, the first Canadian-born male to be canonized a saint.

Blessed Brother André will be canonized by Pope Benedict XVI in a ceremony at St. Peter's Square in Rome on October 17th. On October 30th, a celebratory Mass led by His Eminence, Jean-Claude Cardinal Turcotte, will take place at Montréal's Olympic Stadium.

Niagara Catholic is currently developing curriculum based on the life of Blessed Brother André, to be taught to all students as we celebrate his canonization. Born Alfred Bessette, he was physically weak from his infancy, but held a number of manual jobs before presenting himself as a candidate for the novitiate of the Congregation of Holy Cross in 1870. He was given the name Brother André, and was made porter at Notre-Dame College in Montréal.

Blessed Brother André devoted his life to offering comfort to the sick and the heartbroken by urging them to pray to St. Joseph. His devotion to St. Joseph was so great, he built a chapel in his honour in Montréal. It is now known as Saint Joseph's Oratory of Mount Royal.

"Niagara Catholic has a very strong connection to Blessed Brother André through the Holy Cross Fathers," said Niagara Catholic Director of Education, John Crocco. "The Chapel at Saint Paul Catholic High School is named in his honour. We believe it is extremely important to offer our staff and students the opportunity to travel to Montréal for this Thanksgiving Mass, as it allows them to be a part of this extremely meaningful event in the lives of Canadian Catholics."



Niagara Foundation for Catholic Education Presents Laptop to Student



Notre Dame College School Principal, Ralph DeFazio, Niagara Catholic Director of Education, John Crocco, and Peter Ferrer, President of the Niagara Foundation for Catholic Education, present Notre Dame College student Michelle Mercier with her new laptop, donated by Advanced Office Solutions in Grimsby.

Michelle Mercier, a Grade 12 student at Notre Dame College School in Welland, was all smiles when she received a brand-new laptop from the Niagara Foundation for Catholic Education. Michelle received the laptop in a presentation at her school on September 22nd. It is the tradition of the Foundation to present one graduating student with a laptop at the beginning of each school year. To select a recipient, the names of graduating students are placed into a draw at the Foundation's annual golf tournament. The winning student's name is drawn during the evening.

The Foundation's golf tournament took place at the Niagara Parks Commission's beautiful Legends on the Niagara golf course in Niagara Falls on September 15th. More than 130 golfers took part in the event, which raised nearly \$30,000 for the Foundation.

The Niagara Foundation for Catholic Education provides scholarships to graduating students to assist them with their expenses as they pursue a post-secondary education. To date, the tournament has raised approximately \$285,000.

Give Praise and Thanks This Thanksgiving!



Nurturing Souls
& Building Minds

School Excellence Program

FOCUS on

Sacred Heart Catholic Elementary School

The January 27, 2009 Board meeting saw the launch of a new initiative at Niagara Catholic.

The **School Excellence Program** is part of a series of new strategies within Niagara Catholic to increase the profile of our schools and celebrate the success of our students and staff.

Each month, one Niagara Catholic school will have the opportunity to appear before the Board to celebrate their successes, share their plans for continuous improvement and showcase one "extraordinary item or initiative that makes the school an indispensable choice for parents."

Sacred Heart Catholic Elementary School opened as a four-classroom schoolhouse in Chippawa in 1957. It has since grown to include 14 classrooms, a gym, library, physiotherapy and sensory rooms and a number of offices.

Today, 330 students in Early Learning Kindergarten through Grade 8 attend Sacred Heart Catholic Elementary School.

The school was named for St. Margaret of Alacoque, who professed to have had a series of visions of Christ. In those visions, Christ instructed the young nun to spread devotion to His Sacred Heart. The staff and students at Sacred Heart show their devotion to Jesus through many social justice and charitable initiatives in the community and around the world.

Each year, students participate in the annual Terry Fox Walk, Kids Helping Kids campaign and give generously to the St. Vincent de Paul Society at Sacred Heart Church during Christmas and Easter. Christmas baskets, donations of gently worn warm clothing and other items are also provided to those in need in the community.

Staff and students at Sacred Heart also participated in Niagara Catholic's emergency relief fundraiser for Haiti in January. Students decorated the handles of donated hammers, which will be delivered to the island for reconstruction. The school also supports Wells of Hope, and money raised throughout the school year on staff dress-down days, held each Friday, is pooled together and then put back into the community.

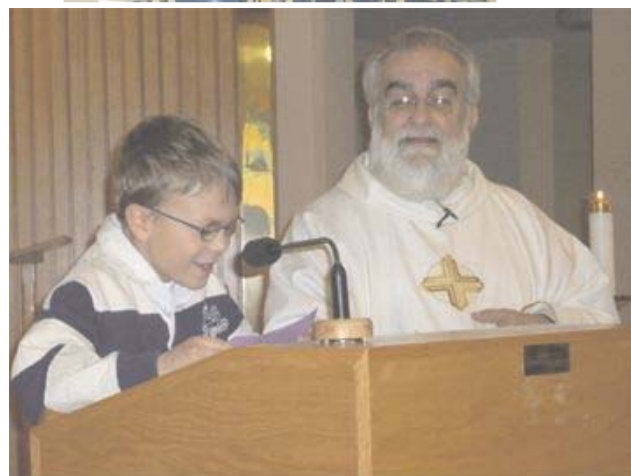
Sacred Heart has a Breakfast for Learning Program, which is held three mornings a week. Intermediate student leaders and their parents take the lead in this initiative, which ensures students start their day with full stomachs, ready to learn. There is also an afternoon homework club, which ensures students get the help they need.



Top: A student tries his hand at rock climbing, one of the many sports opportunities provided to students throughout the year.

Centre: Sacred Heart School's 2009-2010 student council.

Bottom: A student helps Father Lizzotti celebrate Mass.





Left: Literacy programs are an important part of daily life at Sacred Heart Catholic Elementary School.

Right: Sacred Heart Catholic Elementary School students are enthusiastic recyclers.



Bottom: Sacred Heart students enjoy events like spirit days, which raise funds for a number of organizations at home and around the world.



The connection with Sacred Heart Church, located just a short walk from the school, is strong. Father Lizzotti leads monthly Masses for the school, and assists with faith-based events such as the Grade 4 dramatic presentation of the Stations of the Cross, the Grade 2 Crowning of Mary and Shrove Tuesday.

Sacred Heart has active volleyball, soccer, badminton, basketball, cross-country and track and field teams. Grade 4 students take part in a 10-week swimming program. Grade 5 and 6 students participate in curling, and Grade 7 students receive CPR training and certification. There is also an indoor hockey league for students in Grades 4-8, which culminates in the Sacred Heart Cup, and an annual playday for students.

Sacred Heart students also take part in choir, the Lego Robotics Club and the Kiwanis public speaking competitions each spring. There is an annual Christmas concert, art gallery, visits from authors, a bookfair each May and an annual Readathon.

Each month, spirit assemblies are held, during which the Christian Spirit Award is presented to two students per class. These assemblies include a PowerPoint presentation depicting the past months' events. Parents are encouraged to attend.

The Primary division is following the book "How Full Is Your Bucket" during September to illustrate a community of love and respect. The goal is to become bucket fillers in the way they treat classmates, teachers and family members.

Sacred Heart students consistently scores at or above the Board level on provincial standardized testing. The 2009-2010 numbers showed a decline over the previous years', so teachers are focusing on problem-solving in math. Divisions work as teams to plan instructions together. School and class schedules are co-ordinated to maximize teaching and student work is reviewed regularly to help students learn skills.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
PUBLIC SESSION
OCTOBER 12, 2010**

**TOPIC: TRUSTEE INFORMATION
CALENDAR OF EVENTS – OCTOBER 2010**

October 2010

SUN MON TUE WED THU FRI SAT

<p>Holy Childhood Association "Niagara Catholic Charity Drive" begins</p>						
3	4	5	6	7	8	9
	World Teachers Day National Family Week		SEAC Mtg International Walk to School Day		Elem & Sec PA Day	
10	11	12	13	14	15	16
	Thanksgiving 	CW Mtg			National Science & Technology Week Oct 15-24	
17	18	19	20	21	22	23
National School Safety Week	Persons Day		Annual Chairs & Catholic School Council Opening Meeting	When Faith Meets Pedagogy Conference to Oct 23 >>		Father Patrick Fogarty Awards Dinner
24	25	26	27	28	29	30
Pilgrimage Sunday	2010 Municipal Elections 	Board Mtg				Canonization of Brother André Religious Ceremony Montreal
31						



Niagara Catholic District School Board
 Events posted at www.niagaracatholic.ca

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
PUBLIC SESSION
OCTOBER 12, 2010**

TOPIC: WORLD TEACHERS' DAY – OCTOBER 5, 2010



MEMO: To All Niagara Catholic Teachers

FROM: Kathy Burtnik, Chair of the Board
John Dekker, Vice-Chair of the Board
John Crocco, Director of Education

DATE: Tuesday, October 5th, 2010

RE: **WORLD TEACHERS' DAY 2010**

The United Nations Educational, Scientific and Cultural Organization (UNESCO) has designated today, Tuesday, October 5th, 2010 as World Teachers' Day.

On behalf of the Niagara Catholic Board of Trustees and Senior Administration, we extend our appreciation and gratitude to all our teachers and those who support them for their extraordinary contributions and dedication to the vocation of Catholic education throughout our Board.

In honour of World Teachers' Day, a special prayer written by Father Vickers, c.s.c. dedicated to all Niagara Catholic teachers will be prayed throughout Niagara Catholic as we participate in this international day of celebration and recognition of teachers around the world.

UNESCO's theme for World Teachers' Day 2010 is "*Recovery Begins with Teachers*". Irina Bokova, Director-General of UNESCO is quoted in a press release celebrating World Teachers' Day 2010, "we pay homage to all teachers for their pivotal role in shaping children's lives and for their critical contribution to the social, economic and intellectual development of nations. Teachers are change agents, providing the impetus for the emergence of educated communities." Niagara Catholic continues to recognize and support our highly professional, skilled, talented and dedicated Catholic teachers throughout our system. We continually celebrate your many gifts in the vocation of Catholic education.

As educational leaders in a classroom, school or system, we are proud of your passion for Catholic educational excellence in the distinctive and diverse communities throughout Niagara. Your leadership and dynamic engagement in Catholic education make our schools the indispensable choice for parents. Your interaction with families, parishes and the communities served by your school is testimony to the pride and joy of being a Niagara Catholic teacher as we continue to build on our faith-based education, rich tradition and solid foundation of Catholic education in Niagara.

World Teachers' Day is an important annual reminder of the gifted vocation of Catholic education which impacts students and families around the globe. With the multitude of educational leadership roles throughout Niagara Catholic, each of us is focused on providing a faith filled, distinctive and exceptional Catholic education for all of our students.

Niagara Catholic is blessed to have exemplary educators who daily inspire our 24,000 students by nurturing their souls and building their minds as you shape and touch the future of our world.

We recognize and thank you for your continuous service to our students and their families throughout Niagara Catholic.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
PUBLIC SESSION
OCTOBER 12, 2010**

**TOPIC: TRUSTEE INFORMATION
NIAGARA CATHOLIC REGIONAL SCHOOL COUNCIL
ANNUAL CHAIRPERSONS AND MEMBERS' MEETING
WEDNESDAY, OCTOBER 20, 2010 – 7:00 P.M.
MONSIGNOR CLANCY CATHOLIC ELEMENTARY
SCHOOL**



**NIAGARA CATHOLIC REGIONAL SCHOOL COUNCIL
ANNUAL CHAIRPERSONS AND MEMBERS' MEETING**

**WEDNESDAY, October 20, 2010
Monsignor Clancy Catholic Elementary School
7:00 P.M.**

**“BUILDING STRONG CATHOLIC IDENTITY AND COMMUNITY TO NURTURE
THE DISTINCTIVENESS OF CATHOLIC EDUCATION”**

AGENDA

	Emcee	Lee Ann Forsyth-Sells, Superintendent of Education
7:00 p.m.	O Canada Opening Prayer	Monsignor Clancy Choir Reverend Peter Rowe
7:05 p.m.	Welcome	Greg Hulse, Principal Monsignor Clancy Catholic Elementary School
7:10 p.m.	Greetings	Kathy Burtnik, Chairperson of the Niagara Catholic District School Board John Crocco, Director of Education Niagara Catholic District School Board
7:20 p.m.	Introduction to Break-out Sessions	Heather Pyke, Chairperson of the Niagara Catholic Parent Involvement Committee
7:30 p.m. – 8:30 p.m.		Break Break-out Sessions by school size and secondary schools