



*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, MARCH 4, 2014
7:00 P.M.**

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



A. ROUTINE MATTERS

1. Opening Prayers – Chair Burtnik -
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 February 11, 2014 A5

B. PRESENTATIONS

C. COMMITTEE AND STAFF REPORTS

1. Policy Committee
 - 1.1 Unapproved Minutes of the Policy Committee Meeting of February 25, 2014 C1.1
 - 1.2 Approval of Policies
 - 1.2.1 Advertising Expenditures Policy (600.5) C1.2.1
 - 1.2.2 Ontario Student Record Policy (301.7) C1.2.2
 - 1.3 Enrolment Register C1.3
 - 1.4 Policy and Guideline Review 2013-2014 Schedule C1.4
2. Niagara Catholic Early Learning Kindergarten Program 2014-2015 C2
3. Niagara Catholic French Immersion 2014-2015 C3
4. International Student Program Winter Integration 2014 C4
5. Staff Development Department Professional Development Opportunities C5
6. Niagara Catholic District School Board Multi-Year Accessibility Plan December 2012 to December 2017 (Working Document) Update C6
7. Pupil Accommodation Review St. Christopher and St. Theresa Catholic Elementary School C7
8. Monthly Updates
 - 8.1 Capital Projects Update C8.1
 - 8.2 Student Senate Update -
 - 8.3 Senior Staff Good News Update -

D. INFORMATION

- | | |
|---|------|
| 1. Trustee Information | |
| 1.1 Spotlight on Niagara Catholic – February 25, 2014 | D1.1 |
| 1.2 Calendar of Events – March 2014 | D1.2 |
| 1.3 March Break 2014 | - |
| 1.4 March Board Meeting – March 18, 2014 | - |
| 1.5 OCSTA 2014 – AGM and Conference | D1.5 |

E. OTHER BUSINESS

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

F. BUSINESS IN CAMERA**G. REPORT ON THE IN CAMERA SESSION****H. ADJOURNMENT**

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE MEETING
MARCH 4, 2014**

PUBLIC SESSION

**TITLE: MINUTES OF THE COMMITTEE OF THE WHOLE
MEETING FEBRUARY 11, 2014**

RECOMMENDATION

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of February 11, 2014, as presented.



MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

TUESDAY, FEBRUARY 11, 2014

Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, February 11, 2014 at 7:01 p.m. in the Father Kenneth Burns C.S.C. Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

The meeting was called to order at 7:01 p.m. by Vice-Chair Burkholder.

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayers were led by Trustee MacNeil

2. Roll Call

Vice-Chair Burkholder noted that Trustee Charbonneau, Trustee Nieuwesteeg and Student Trustee Atallah were excused and that all other Trustees were in attendance.

Trustee	Present	Present Electronically	Absent	Excused
Rhianon Burkholder	✓			
Kathy Burtnik	✓			
Maurice Charbonneau				✓
Frank Fera	✓			
Fr. Paul MacNeil	✓			
Ed Nieuwesteeg				✓
Ted O'Leary	✓			
Dino Sicoli	✓			
Student Trustees				
Vincent Atallah				✓
Dallas McMahon	✓			

The following staff were in attendance:

John Crocco, Director of Education; **Yolanda Baldasaro**, **Ted Farrell**, **Lee Ann Forsyth-Sells**, **Frank Iannantuono**, **Mark Lefebvre**, Superintendents of Education; **Giancarlo Vetrone**, Superintendent of Business & Financial Services; **Scott Whitwell**, Controller of Facilities Services; **Jennifer Brailey**, Manager of Corporate Services & Communications; **Kristine Murphy**, Recording Secretary/ Administrative Assistant, Corporate Services & Communications

3. **Approval of the Agenda**

Vice-Chair Burkholder informed the Board that Items C6, C7 and C8 under Section C Committee and Staff Reports, will be presented first on the Agenda as Items C1, C2 and C3.

Moved by Trustee Sicoli

THAT the Committee of the Whole approve the Agenda of the Committee of the Whole Meeting of February 11, 2014, as amended.

CARRIED

4. **Declaration of Conflict of Interest**

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

5. **Approval of Minutes of the Committee of the Whole Meeting of January 14, 2014**

Moved by Trustee MacNeil

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of January 14, 2014, as presented.

CARRIED

B. PRESENTATIONS

Nil

C. COMMITTEE AND STAFF REPORTS

1. **Holy Childhood Walk**

Mark Lefebvre, Superintendent of Education introduced Mary Lou Vescio, Principal of Alexander Kuska K.S.G. Catholic Elementary School who gave a brief update on the Holy Childhood Walk.

Principal Vescio informed the Board that Niagara Catholic's elementary schools have supported the Holy Childhood Association for the last twenty-nine (29) years. She reported that thirty-three (33) elementary schools took part in this year's Holy Childhood Walkathons in an effort to raise money for various countries in Africa, South America and Asia. The walkathons were conducted through October and early November and raised \$8,755.71.

2. **Innovation, Creativity and Entrepreneurship (ICE) Training Pilot Summary Report**

Superintendent Lefebvre introduced Ivana Galanta, Consultant K-12 Technology/Specialist High Skills Major and Jennifer Piroso, Board Lead, Specialist High Skills Major/School-College-Work, who presented an overview of a brief outline of how the Niagara Catholic District School Board's participation in the Ministry of Education Innovation, Creativity and

Entrepreneurship (ICE) Pilot Project. Specialist High Skills Major (SHSM) secondary students formed the Niagara Catholic Company and manufactured designed and constructed five (5) NHL standard size and twenty (20) youth size steel hockey nets to sell to the public.

Niagara Catholic partnered with several community businesses, such as Harrow Sports, Oskam Steel Fabricators Inc., RBC, Job Gym, Seaway Mall, Niagara Economic Development, Brock University Athletics and Brock University Good man School of Business. Jeff Corey, National and Brand Manager of Harrow Sports spoke about his involvement and the involvement of his company in the (ICE) project. He praised the students for the quality of the hockey nets they produced and spoke of their commitment to the project. He said that his company would willingly be involved in similar projects in the future.

Students from Notre Dame College School and Blessed Trinity Catholic Secondary School Lisa Capastagno, Joshua Jones, Darrien Temprile and Nicole Therrien spoke of their experiences in being involved in the project and the valuable lessons learned in being exposed in all aspects of manufacturing, marketing and selling a product.

Mary Ann Edwards, Director of The Rankin Cancer Run was presented with a cheque for \$3,360.00 from the proceeds of the sales of the hockey nets. She thanked the Board for the donation given to the Rankin Cancer Run and congratulated the Board for their commitment with running the program.

Staff and students answered questions of Trustees

3. ***Building a Suicide Alert Community Through Applied Suicide Intervention Skills Training (ASIST): Niagara Catholic District School Board's Plan to Implement Mental Health Support***

Yolanda Baldasaro, Superintendent of Education presented the report on Building a Suicide Alert Community Through Applied Suicide Intervention Skills Training (ASIST): Niagara Catholic District School Board's Plan to Implement Mental Health Support. She introduced Andrea Bozza, Mental Health Lead who provided an overview of the program designed to help caregivers recognize risk and learn how to intervene to prevent the immediate risk of suicide.

The ASSIST program will be delivered by Niagara Catholic certified trainers to all administrators and various employee groups within Niagara Catholic over the next two months.

Superintendent Baldasaro and Ms. Bozza answered questions of Trustees

4. ***Policy Committee***

4.1 ***Unapproved Minutes of the Policy Committee Meeting of January 28, 2014***

Moved by Trustee MacNeil

THAT the Committee of the Whole receive the unapproved Minutes of the Policy Committee Meeting of January 28, 2014, as presented.

CARRIED

4.2 ***Approval of Policies***

Policy Committee Chair Burkholder presented the Policy Committee recommendations to the Committee of the Whole for consideration.

4.2.1 Religious Education for Teaching Staff Policy (201.3)

Moved by Trustee Sicoli

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Religious Education for Teaching Staff Policy (201.3), as presented.

CARRIED

4.2.2 School Generated Funds Policy (301.6)

Moved by Trustee Fera

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the School Generated Funds Policy (301.6), as presented.

CARRIED

4.3 Policy and Guideline Review 2013-2014 Schedule

John Crocco, Director of Education Secretary/Treasurer presented the Policy and Guideline Review 2013-2014 Schedule for Trustees' Information.

5. Revised Attendance Area Boundaries for St. Ann Catholic, St. James Catholic and Assumption Catholic Elementary Schools

Superintendent Baldasaro presented the report on the Revised Attendance Area Boundaries for St. Ann Catholic, St. James Catholic and Assumption Catholic Elementary Schools. She explained that a review of the boundary descriptions for the schools named in the report showed that slight wording changes were required to keep the boundary descriptions clear and consistent and would not have any impact on the families.

Moved by Trustee O'leary

THAT the Committee of the Whole recommend to the Niagara Catholic District School Board that the following revisions occur to the current attendance area boundaries for St. Ann Catholic, St. James Catholic and Assumption Catholic and approve the recommendations as presented.

THAT the new boundary description for St. Ann Catholic Elementary School be described as:

East: Commencing at Lake Ontario and Lake Street (centerline) to

South: Lakeshore Road (centerline) to Lakeport Road (centerline) to Linwell Road (centerline) to Ontario Street (centerline) to Ontario Jaycee Gardens (Fairview Creek) projected west to Twelve Mile Creek South to Hwy 406 to Vansickle Road N

(centerline) to Martindale Road to Erion Road (centerline – and its extension) to

West: Hwy 406 to the QEW to

North: Fifteen Mile Creek to Lake Ontario to the point of commencement on Lake

Street (centerline)

THAT the new boundary for St. James Catholic Elementary School be described as:

East: Commencing at Lake Ontario and Vine Street (centerline) to

South: Linwell Road (centerline) to

West: Lakeport Road (centerline) to Lakeshore Road(centerline) to Lake Street (centerline) to

North: Lake Ontario to the point of commencement on Vine Street

THAT the new boundary description for Assumption Catholic Elementary School be described as:

East: Commencing on the City Boundary (St. Catharines & Niagara on the Lake) to

South: Linwell Road East (centerline), crossing Welland Canal to Linwell Road (centerline) to

West: Vine Street (centerline) to

North: Lake Ontario to the point of commencement on the City Boundary as presented.

CARRIED

Superintendent Baldasaro answered questions of Trustees

6. ***Pupil Accommodation Review for St. Christopher/St. Theresa Catholic Elementary School Submission Timelines***

Ted Farrell, Superintendent of Education presented the report on the the Pupil Accommodation Review for St. Christopher/St. Theresa Catholic Elementary School Submission Timelines.

Director Crocco expanded on the next steps and timelines. He reported that all meeting dates timelines, listed in Appendix 3 of the report, meet the requirements outlined in the Board's Pupil Accommodation Review Policy (701.2) and The Ministry of Education guidelines.

Director Crocco and Superintendent Farrell answered question of Trustees.

Moved by Trustee Sicoli

THAT the Committee of the Whole recommend to the Niagara Catholic District School Board that the St. Catharines Pupil Accommodation Review Schedule (Appendix 3) for 2014 be approved.

THAT the Committee of the Whole recommend to the Niagara Catholic District School Board that the Niagara Catholic Pupil Accommodation Review Guidelines (Appendix 4) for Public Input be approved.

THAT the Committee of the Whole recommend to the Niagara Catholic District School Board that for the Pupil Accommodation Review Process for the 2013-2014 school year, in accordance with Board By-Law Section 17 -Rules of Order - Subsections 1 and 2; Board By-Law Section 13 -Delegations, be modified as outlined in the Niagara Catholic Pupil Accommodation Review Guidelines for public input.

CARRIED

7. ***Award of Computer Tender***

Director Crocco introduced the report on the Award of Computer Tender.

Ted Farrell, Superintendent of Education and Giancarlo Vetrone Superintendent of Business and Financial Services explained the need to upgrade a large number of XP computers throughout the system. The provision for the acquisition of computer equipment through an operating lease over a period of four (4) years was included in the Board Budget for 2013-2014.

Superintendents Vetrone and Farrell answered questions of Trustees.

Moved by Trustee Burtnik

THAT the Committee of the Whole recommend to the Niagara Catholic District School Board the awarding of the tender of computer operating leases to Telecom Computers, funded through HP Financial Services, for the following computer equipment, as presented:

1500 Units All-in-one Desktop Computer Hewlett-Packard Model
#HP8300(8300CTO) as presented.

CARRIED

Director Crocco thanked the Trustees for their approval of the recommendation which would be considered at a Special Meeting of the Board following the Committee of the Whole Meeting that evening.

St. Martin Catholic Elementary School Architectural Design

Scott Whitwell, Controller of Facilities Services introduced the report on St. Martin Catholic Elementary School Architectural Design and presented a visual overview of the design of the school.

Controller Whitwell answered questions of Trustees.

9.1 Capital Projects Update

Controller Whitwell presented the Capital Projects Update.

9.2 Student Trustees' Update

Dallas McMahon, Student Trustee, presented a brief verbal update on the current activities of the Student Senate.

Student Trustee McMahon provided information on the OSTA-AECO Board Council Conference held on February 6-9, 2014 in Ottawa.

9.3 Senior Staff Good News Update

Senior Staff highlights included:

Superintendent Lee Ann Forsyth-Sells

Teresa Lenahan, Junior and Senior Success teacher at Lakeshore Catholic High School is the 2014 Niagara Catholic recipient of the Lincoln Fabrics Ltd. Annual Teacher Award which was presented at the BEC Annual Partners breakfast on Friday, February 7, 2014.

Superintendent Baldasaro

Kirsten Moore-Towers, who spent her Catholic elementary school career as a student at Assumption Catholic, St. Alfred Catholic and St. Denis Catholic schools, is a member of Canada's Figure Skating Team competing at the 2014 Winter Olympic Games in Sochi. Kirsten was a recipient of an Olympic Silver medal for the Figure Skating Team competition.

Director Crocco

On Wednesday, February 5, 2014 Liz Sandals, Minister of Education was in Niagara and visited Niagara Catholic. Director Crocco reported that various issues facing Niagara

Catholic were discussed. He also reported that he had presented the Minister with a copy of Niagara Catholic's System Priorities Mid-Year Progress Review 2013-2014.

D. INFORMATION

1. Trustee Information

1.1 Spotlight on Niagara Catholic – January 28, 2014

Director Crocco highlighted the Spotlight on Niagara Catholic – January 28, 2014 issue for Trustees' information.

1.2 Calendar of Events – February 2014

Director Crocco presented the February 2014 Calendar of Events for Trustees' information.

1.3 CCSTA 2014 AGM and Conference June 5-7, 2014

Director Crocco reminded Trustees that the CCSTA 2014 AGM and Conference will be held from June 5-7, 2014. Trustees were asked to confirm their attendance by March 31, 2014 with Kristine Murphy.

1.4 Automated External Defibrillators (A.E.D.) Elementary Schools

Director Crocco announced that through training and funding partnership with Health Niagara 51 Automated External Defibrillators (A.E.D.'s) will be installed in all of our elementary schools beginning in February 2014.

1.5 OCSTA Professional Development Session Conflict of Interest – Module 11

Vice-Chair Burkholder and Trustee O'Leary reported on the OCSTA Professional Development Session on Development Session Conflict of Interest – Module 11 and discussed items in the report. Trustees suggested that a more in-depth presentation on Conflict of Interest should take place at a later date.

Chair Burtnik, Vice Chair Burkholder and Trustee O'Leary answered questions of Trustees.

E. OTHER BUSINESS

1. General Discussion to Plan for Future Action

- 1.1 Director Crocco informed the Board that a report on Elementary Learning Kindergarten Program (ELKP) open houses and registration, along with French Immersion registration will be presented by Superintendent Mark Lefebvre at the March Committee of the Whole Meeting.

F. BUSINESS IN CAMERA

Moved by Trustee O'Leary

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

CARRIED

The Committee of the Whole moved into the In Camera Session of the Committee of the Whole Meeting at 10:04 p.m. and reconvened at 10:52 p.m.

G. REPORT ON THE IN-CAMERA SESSION

Moved by Trustee Sicoli

THAT the Committee of the Whole report the motions from the In Camera Session of the Committee of the Whole Meeting of February 11, 2014.

CARRIED

SECTION A: STUDENT TRUSTEES INCLUDED

Moved by Trustee MacNeil

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting - In Camera Session (Section A: Student Trustees Included) held on January 14, 2014 as presented.

CARRIED (Item F1)

SECTION B: STUDENT TRUSTEES EXCLUDED

Moved by Trustee Sicoli

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting - In Camera Session (Section B: Student Trustees Excluded) held on January 14, 2014 as presented.

CARRIED (Item F3)

H. ADJOURNMENT

Moved by Trustee MacNeil

THAT the February 11, 2014 Committee of the Whole Meeting be adjourned.

CARRIED

This meeting was adjourned at 10:55p.m.

Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **February 11, 2014.**

Approved on **March 4, 2014.**

Rhianon Burkholder
Vice-Chair of the Board

John Crocco
Director of Education/Secretary -Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE MEETING
MARCH 4, 2014**

PUBLIC SESSION

**TITLE: UNAPPROVED MINUTES OF THE POLICY COMMITTEE
MEETING OF FEBRUARY 25, 2014**

RECOMMENDATION

THAT the Committee of the Whole receive the Unapproved Minutes of the Policy Committee Meeting of February 25, 2014, as presented.

The following recommendations are being presented for the Committee of the Whole's consideration from the Policy Committee Meeting of February 25, 2014:

1.2 Approval of Policies

1.2.1 Advertising Expenditures Policy (600.5)

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the revisions to the Advertising Expenditures Policy (600.5), as presented.

1.2.2 Ontario Student Record Policy (301.7)

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the revisions to the Ontario Student Record Policy (301.7), as presented.

1.3 Enrollment Register

THAT the Committee of the Whole Recommend to the Niagara Catholic District School Board that an Enrolment Register Policy not be developed at this time, and that subject to Board approval of this recommendation, staff be directed to issue a Senior Administrative Council system memorandum outlining the responsibilities of Principals in monitoring and confirming the accuracy of enrolment registers.



MINUTES OF THE POLICY COMMITTEE MEETING

TUESDAY, FEBRUARY 25, 2014

Minutes of the Policy Committee Meeting held on Tuesday, January 28, 2014 in the Holy Cross Community Room, at the Catholic Education Centre, 427 Rice Road, Welland.

The meeting was called to order at 4:38 p.m. by Policy Committee Chair Sicoli

1. **Opening Prayer**

The meeting was opened with a prayer by Vice-Chair Burkholder

2. **Attendance**

Committee Members	Present	Absent	Excused
Rhianon Burkholder	✓		
Kathy Burtnik	✓		
Dino Sicoli (Committee Chair)	✓		

Student Trustees:

Vincent Atallah, Trustee

Staff:

John Crocco, Director of Education

Mark Lefebvre, Superintendent of Education

Giancarlo Vetrone, Superintendent of Business & Finance

Jennifer Brailey, Manager of Corporate Services & Communications Department

Kristine Murphy, Administrative Assistant, Corporate Services & Communications Department /Recording Secretary

3. **Approval of Agenda**

Moved by Vice-Chair Burkholder

THAT the February 25, 2014, Policy Committee Agenda be approved, as presented.

APPROVED

4. **Declaration of Conflict of Interest**

Vice-Chair Burkholder declared an indirect pecuniary interest in Item No. 6.2 - Report on Architect Selection Policy (701.1) of the Policy Meeting February 25, 2014, because she has a relative who is employed by a company with which a contract may be made. She did not take part in the consideration or discussion of, or vote on any question with relation to that item.

5. **Minutes of the Policy Committee Meeting of January 28, 2014**

Moved by Vice-Chair Burkholder

THAT the Policy Committee approve the minutes of the Policy Committee Meeting of January 28, 2014, as presented.

APPROVED

6. **Policies**

ACTION REQUIRED

POLICIES - FOR RECOMMENDATION TO MARCH COMMITTEE OF THE WHOLE MEETING

6.1 **Advertising Expenditures Policy (600.5)**

Giancarlo Vetrone, Superintendent of Business & Finance, presented the amendments to the Advertising Expenditures Policy (600.5) following the vetting process.

Following discussion, the Policy Committee recommended the following additional amendments:

POLICY STATEMENT

- No amendment

ADMINISTRATIVE GUIDELINES

- First Paragraph - 'Director's Office and the' to be removed and 'Board Services' be changed to 'Corporate Services'.
- First Paragraph - The word 'Board' to be changed to 'Corporate' to be added

Moved by Chair Burtnik

THAT the Policy Committee recommend to the Committee of the Whole approval of the revisions to the Advertising Expenditures Policy (600.5), as amended.

APPROVED

6.2 **Architect Advertising Policy (701.1)**

On behalf of Scott Whitwell, Controller of Facilities Services, John Crocco, Director of Education Secretary/Treasurer, presented the amendments to the Architect Advertising Policy (701.1) following the vetting process.

Following discussion, the Policy Committee asked that Items 4 and 5 of the Administrative Guidelines be clarified with Scott Whitwell, Controller of Facilities Services and that the Policy be brought back to the Policy Committee Meeting on March 18, 2014 for consideration.

6.3 Ontario Student Record Policy (301.7)

Mark Lefebvre, Superintendent of Education, presented the amendments to the Ontario Student Record Policy (301.7) following the vetting process.

The Policy Committee suggested no additional amendments.

Moved by Trustee Burkholder

THAT the Policy Committee recommend to the Committee of the Whole approval of the revisions of the Ontario Student Record Policy (301.7), as presented.

APPROVED

POLICIES - PRIOR TO VETTING

6.4 Electronic Meetings (Board and Committees) Policy (100.8)

Director Crocco, presented the Electronic Meetings (Board and Committees) Policy (100.8).

Following discussion, the Policy Committee recommended the following additional amendment:

POLICY STATEMENT

- Name Change to: Trustee Electronic Meetings Policy

ADMINISTRATIVE GUIDELINES

- Name Change to: Trustee Electronic Meetings Policy

6.5 Enrolment Register Policy (New)

Superintendent Vetrone, presented background information on the Enrolment Register Policy (New).

Following discussion, the Policy Committee agreed that it would be redundant to develop an Enrolment Register Policy. Since the Audit Committee had recommended the development of an Enrolment Register Policy, it was agreed that a recommendation be made to the Committee of the Whole and the Board for consideration, that an Enrolment Register Policy not be developed at this time. It was further agreed that subject to the Board approving this recommendation, a Senior Administrative Council system memorandum be issued outlining the responsibility of Principals to ensure that an annual process is in place to monitor and confirm the accuracy of enrolment registers in each school.

Moved by Trustee Burtnik

THAT the Policy Committee recommend to the Committee of the Whole that an Enrolment Register Policy not be developed at this time, and that subject to Board approval of this recommendation, staff be directed to issue a Senior Administrative Council system memorandum outlining the responsibilities of Principals in monitoring and confirming the accuracy of enrolment registers.

Approved

INFORMATION

6.6 Policies Currently Being Vetted (to April 4, 2014)

- Advocacy Expenditures Policy (100.9)
- Anaphylaxis Policy (302.1)
- Student Transportation Policy (500.2)
- Sexual Misconduct Policy (201.13)

6.7 Policy and Guideline Review 2013-2014 Schedule

Director Crocco presented the Policy and Guideline Review 2013-2014 Schedule.

7. Date of Next Meeting

Tuesday, March 18, 2014 – 4:45 p.m.

8. Adjournment

The meeting adjourned at 6:15 p.m.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE MEETING
MARCH 4, 2014**

PUBLIC SESSION

TITLE: ADVERTISING EXPENDITURES POLICY (600.5)

RECOMMENDATION


THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the revisions to the Advertising Expenditures Policy (600.5), as presented

Prepared by: Giancarlo Vetrone, Superintendent of Business & Finance

Presented by: Giancarlo Vetrone, Superintendent of Business & Finance

Recommended by: Policy Committee

Date: March 4, 2014

	BOARD ADVERTISING EXPENDITURES POLICY STATEMENT OF POLICY	Section:	600 – Business Services
		No:	600.5
		Adopted:	March 27, 2007
		Revised:	NIL November 12, 2013

In keeping with its Mission, Vision and Values, The Niagara Catholic District School Board recognizes believes in the value of advertising expenditures, which are advertising incurred for the purpose of informing and educating the public, as well as creating awareness of education programs, services, issues, events and community activities, which creates a of specific interest or benefit to students, parents/guardians, staff, Catholic school supporters, and community stakeholders of the Niagara Catholic District School Board. and families.

Board advertising refers to system wide announcements, postings and promotional publications of events, programs, services, employment opportunities, and other promotional campaigns, which are disseminated through the media, including television, radio, newspapers, magazines, flyers, billboards, and various social media networks

The The Niagara Catholic District School Board also supports the advertising expenditures directed at the implementation of specific business practices of the Board such as, but not limited to advertising for the recruitment of staff, tendering for goods and services, and Board publications. of Board financial statements.

The Director of Education will issue establish Administrative Guidelines for the implementation in support of this policy.

References

- Purchasing/Supply Chain Management Policy 600.1
- Employee Code of Conduct and Ethics Policy 201.17
- Broader Public Sector Accountability Act, 2010
- Accessibility Customer Service 800.8.1
- Accessibility Standards Policy 800.8



BOARD ADVERTISING EXPENDITURES POLICY

ADMINISTRATIVE GUIDELINES

Section:	600 – Business Services
No:	600.5
Adopted:	March 27, 2007
Revised:	NIL November 12, 2013

1. All Board advertising and Board promotions shall be coordinated through the ~~Director's Office and~~ the **Corporate** Board Services & Communications Department.
2. ~~Board advertising refers to system wide announcements, postings and promotional publications of events, programs, services, employment opportunities and other promotional campaigns, which are disseminated through the media, including television, radio, newspapers, magazines, flyers, billboards, internet, etc.~~
3. Due diligence is to be used in the selection of the appropriate media, in order to minimize the cost and maximize the efficiency and the effectiveness of the advertising.
4. All **Board** advertising campaigns must be approved by ~~the Director of Education and/or~~ **by the Manager of Corporate Services and Communications** by the Board (where appropriate), in order to ensure that the nature and extent of the campaign are appropriate and consistent with **the Mission, Vision and Values of the Board**. ~~Board wide goals and mission statement.~~
5. All **Board** advertising campaigns must present objective, factual and explanatory information on verifiable facts in an unbiased, fair and equitable manner.
6. All **Board** advertising must comply with any applicable laws and regulations.
7. ~~Advertising expenditures are to be planned and managed by the appropriate member of Senior Staff, in order to achieve the desired outcomes.~~

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE MEETING
MARCH 4, 2014**

PUBLIC SESSION

TITLE: ONTARIO STUDENT RECORD POLICY (301.7)

RECOMMENDATION

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the revisions to the Ontario Student Record Policy (301.7), as presented

Prepared by: Mark Lefebvre, Superintendent of Education

Presented by: Mark Lefebvre, Superintendent of Education

Recommended by: Policy Committee

Date: March 4, 2014

	ONTARIO STUDENT RECORD POLICY	
	STATEMENT OF POLICY	
	Section:	300 – Schools/Students
	No:	301.7
	Adopted:	June 26, 2006
	Revised:	NIL

In keeping with the Mission, Vision and Values of the the Niagara Catholic District School Board, the Board and its staff are responsible under the Ontario Education Act and Regulations legislation and the Ministry of Education Guidelines to maintain and establish an Ontario Student Record (OSR) for all students enrolled in the Board's schools.

This Policy ~~allows staff to determine~~ provides authorized staff with the type of information, its relevance and its uses, in addition to those specified in the Ministry of Education OSR Guidelines that ~~could be conducive to the improvement of the instruction of the student.~~ are permissible to include in an O.S.R.

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

The Director of Education will establish Administrative Guidelines for the implementation of this Policy.

References:

Ontario Education Act, R.S.O. 1990

Municipal Freedom of Information and Protection of Privacy Act,


Ontario Student Record (OSR) Guideline, 2000

Ontario Student Transcript (OST) Manual, 2010

Records and Information Management Policy No. 600.2

Prior Learning Assessment and Recognition Policy No. 400.4

Accessibility and Standards Policy No. 800.8

	ONTARIO STUDENT RECORD POLICY ADMINISTRATIVE GUIDELINES	Section: 300 – Schools/Students
		No: 301.7
		Adopted: June 26, 2006
		Revised: NIL

1. The following statement regarding the purpose of the OSR will be clearly printed on both Elementary and Secondary School pupil registration forms: Section 265 (d) of the Education Act requires a principal of a school “to collect information for the inclusion in a record in respect of each pupil enrolled in the school and to establish, maintain, retain, transfer, and dispose of the record.”
2. Reference to OSR records **under Section 265 of the Education Act** will also be included in the following forms and documents:
 - **Student Index Card**
 - Elementary and Secondary Registration Form
 - Consent Forms
 - ~~Secondary School Course Calendars~~
 - Report Cards
 - ~~Student Handbooks~~
3. The following school staff **is are** responsible for performing clerical functions ~~with respect to~~ **regarding** the establishment and maintenance of the OSR:
 - **School Principal**
 - Secretaries designated by the ~~p~~**P**Principal and/or Senior Staff
 - Teachers of the school where the student receives an education
 - ~~Principal of the school~~

Principals will ensure that all persons specified to perform clerical functions with respect to the OSR are made aware of the confidentiality provisions of the Education Act and the relevant Municipal Freedom of Information and Protection of Privacy Act.

4. ~~(3)~~ **The Principal will ensure that the components of the OSR are maintained and** where appropriate, the following electronically generated components in whole or in part, will be deemed acceptable as a segment of the OSR.
 - Elementary and Secondary Registration Form
 - ~~Maplewood~~ **Student** Index Card
 - Ontario Student Transcript (OST)
 - Provincial and Board Report Cards
 - Individual Education Plan
 - ~~Electronically-converted documents~~
- ~~(4)~~ The following ~~school staff is~~ responsible for performing clerical functions ~~with respect to~~ **regarding** the establishment and maintenance of the OSR:
 - ~~School Principal~~
 - ~~Secretaries designated by the p~~**P**Principal and/or Senior Staff
 - ~~Teachers of the school where the student receives an education~~
 - ~~Principal of the school~~

5. The p-Principal or designate will ensure that the OSR in either hard copy or electronic format is stored in a secure location that provides confidentiality, security, and authorized accessibility to the record. ~~An OSR record will not be left unattended. and~~ **There must be logged documentation if an OSR is removed from the storage area overnight and it must** will be kept secure. It ~~will~~ **is** never to be taken out of the school building unless requested **subpoenaed** by other legislation, **requested by another school or transferred within Niagara Catholic Schools.**
6. ~~The Principal is to ensure, on an annual basis, that~~ **A** all materials purged from the OSR ~~must be destroyed~~ **are shredded** so that no identifiable information can be discerned. The p-Principal will ensure that designated staff destroys the contents of the OSR by shredding hard copies, and/or deleting appropriate electronic files.
7. ~~The p-Principal or a designate must be present while the contents of the OSR are being examined.~~ Parents or adult students, who require access to their child's or their own OSR, must submit a request in writing to the Principal at least one week prior to accessing the OSR. ~~The p-Principal or a designate must be present while the contents of the OSR are being examined.~~
8. **Only** Special Health Information that has been disclosed to the p-Principal and deemed by him/her to be conducive to the improvement of the instruction of the student will be stored in the OSR.
9. ~~(5) Assessment and evaluation reports that are conducive to the educational achievement of the child~~ **Psychometric** Assessment, Developmental Reading Assessment (DRA), PM Benchmarks and Education Quality and Accountability Office reports (EQAO) will be stored in the **documentation file of the** OSR. The Student Information Sheet that follows Grade 8 students to Grade 9 will also be stored in the OSR. ~~All of~~ **These** documents will be stored in the documentation file within the OSR.

~~(6) The p-Principal or designate will ensure that the OSR in either hard copy or electronic format is stored in a secure location that provides confidentiality, security, and authorized accessibility to the record. An OSR record will not be left unattended. and~~ **There must be documentation if an OSR is removed from the storage area overnight and it must** will be kept secure. It ~~will~~ **is** never be taken out of the school building unless requested **subpoenaed** by other legislation.

~~(7) The Principal is to ensure, on an annual basis, that~~ **A** all materials purged from the OSR ~~must be destroyed~~ **shredded** so that no identifiable information can be discerned. The p-Principal will ensure that designated staff destroys the contents of the OSR by shredding hard copies, and/or deleting appropriate electronic files.

~~(8) Only~~ Special Health Information that has been disclosed to the p-Principal and deemed by him/her to be conducive to the improvement of the instruction of the student will be stored in the OSR.
10. Current photographs **of students are to be maintained electronically via the Student Information System** (digital or printed) ~~must be kept on file in the main office and on the OSR index card.~~ It is not necessary for them to be placed on the OSR folder.
11. Prior Learning Assessment and Recognition (PLAR) information will be stored in the OSR, according to ~~the Ministry of Education Policy/Program Memorandum #129 and the~~ Niagara Catholic District School Board Policy # 400.4 Board Policy No. 400.4.

~~(11) The p-Principal or a designate must be present while the contents of the OSR are being examined.~~ Parents or adult students, who require access to their child's or their own OSR, must submit a request in writing to the Principal at least one week prior to accessing the OSR. ~~The p-Principal or a designate must be present while the contents of the OSR are being examined.~~
12. Continuing Education – An Office Index Card containing the information required in Section 4 of the Ministry of Education Ontario Student Record (OSR) Guideline 2000 as amended, will be created for the all students enrolled in Continuing Education.

13. Upon school closures, the OSR will be forwarded to the schools to which the students have been relocated. Retired OSR's will be sent to the Catholic Education Centre for secured storage at a Board site.

~~(14) These guidelines will be supported by a manual containing procedures for Principals and Vice-Principals to follow in implementing the Ministry of Education Ontario Student Record (OSR) Guideline 2000.~~

14. Where permitted through Ministry Regulations all or parts of the OSR may be converted to an electronic format. Further guidelines to govern the creation of Electronic versions of the OSR, will may be developed by the Ministry.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE MEETING
MARCH 4, 2014**

PUBLIC SESSION

TITLE: ENROLMENT REGISTER

RECOMMENDATION

THAT the Committee of the Whole Recommend to the Niagara Catholic District School Board that an Enrolment Register Policy not be developed at this time, and that subject to Board approval of this recommendation, staff be directed to issue a Senior Administrative Council system memorandum outlining the responsibilities of Principals in monitoring and confirming the accuracy of enrolment registers.

Prepared by: Giancarlo Vetrone, Superintendent of Business & Finance

Presented by: Giancarlo Vetrone, Superintendent of Business & Finance

Recommended by: Policy Committee

Date: March 4, 2014

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE MEETING
MARCH 4, 2014**

PUBLIC SESSION

TITLE: POLICY AND GUIDELINE REVIEW 2013-2014 SCHEDULE

The Policy and Guideline Review 2013-2014 report is presented for information.

Prepared by: John Crocco, Director of Education/Secretary-Treasurer
Presented by: Policy Committee
Date: March 4, 2014

POLICY AND GUIDELINE REVIEW SCHEDULE

JANUARY - JUNE 2014

Updated: February 26, 2014

SORTED BY POLICY COMMITTEE MEETING DATE				
Policy Issued	Reviewed Revised	Policy #	POLICY NAME	Prior to Vetting After Vetting
2007		100.9	Advocacy Expenditures	Jan. 2014
1998	2010	302.1	Anaphylaxis	Jan. 2014
2007	2010	500.2	Student Transportation	Jan. 2014
2006		201.13	Sexual Misconduct	Jan. 2014
1998	2002	201.3	Religious Education Courses for Staff	Jan. 2014
2006		301.6	School Generated Funds	Jan. 2014
2005		100.8	Electronic Meetings (Board and Committees)	Feb. 2014
2007		600.5	Advertising Expenditures	Feb. 2014
2006		301.7	Ontario Student Record (OSR)	Feb. 2014
2001	2003	302.6.7	Criminal Background Check - <i>Safe Schools</i>	Mar. 2014
NEW		NEW	Use of Corporate Logo	Mar. 2014
2003	2013	302.6.8	Bullying Prevention & Intervention - <i>Safe Schools</i>	Mar. 2014
1998		701.1	Architect Selection	Mar. 2014
2007		100.9	Advocacy Expenditures	Apr. 2014
1998	2010	302.1	Anaphylaxis	Apr. 2014
2005		100.8	Electronic Meetings (Board and Committees)	Apr. 2014
2006		201.13	Sexual Misconduct	Apr. 2014
2007	2010	500.2	Student Transportation	Apr. 2014
2003	2013	302.6.8	Bullying Prevention & Intervention - <i>Safe Schools</i>	May 2014
2001	2003	302.6.7	Criminal Background Check - <i>Safe Schools</i>	May 2014

SORTED BY CW/BOARD MEETING DATE				
Policy Issued	Reviewed Revised	Policy #	POLICY NAME	CW/BD
1998	2002	201.3	Religious Education Courses for Staff	Feb. 2014
2006		301.6	School Generated Funds	Feb. 2014
2007		600.5	Advertising Expenditures	Mar. 2014
1998		701.1	Architect Selection	Mar. 2014
2006		301.7	Ontario Student Record (OSR)	Mar. 2014
NEW		NEW	Use of Corporate Logo	Apr. 2014
2007		100.9	Advocacy Expenditures	May 2014
1998	2010	302.1	Anaphylaxis	May 2014
2005		100.8	Electronic Meetings (Board and Committees)	May 2014
2006		201.13	Sexual Misconduct	May 2014
2001	2003	302.6.7	Criminal Background Check - <i>Safe Schools</i>	Jun. 2014
2003	2013	302.6.8	Bullying Prevention & Intervention - <i>Safe Schools</i>	Jun. 2014
2001	2003	302.6.7	Criminal Background Check - <i>Safe Schools</i>	Jun. 2014

Policy Issued	Reviewed Revised	Policy #	NIAGARA CATHOLIC DISTRICT SCHOOL BOARD -POLICIES	Resp
Sorted by Revision Date Updated: February 26, 2014				

1998	2008	201.4	Reimbursement of Travel Expenses	GV
2007	2008	800.4	Volunteer Recognition	JC
2009	2009	800.1	Accessibility Customer Service	LAFS
1998	2009	302.2	Administration of Oral Medication to Students Under the Age of 18 During School Hours	LAFS
2009	2009	301.8	Safe Physical Intervention with Students	LAFS
2001	2009	302.6.5	Student Expulsion - <i>Safe Schools</i>	LAFS
2001	2009	302.6.4	Student Suspension - <i>Safe Schools</i>	LAFS
2001	2009	302.4	Volunteer Driver	YB
1997	2010	100.1	Board By-Laws	JC
2010	2010	100.1	Equity and Inclusive Education	YB
1998	2010	100.5	Establishment and Cyclical Review of Policies	JC
2010	2010	800.6	Facility Partnerships	SW
1998	2010	600.3	Monthly Financial Reports	GV
2008	2010	302.6.9	Progressive Student Discipline - <i>Safe Schools</i>	LAFS
1998	2010	701.2	Pupil Accommodation Review	SW
2010	2010	100.10.1	Religious Accommodation	YB
1998	2010	201.2	Retirement & Service Recognition Celebration	FI
1999	2010	302.3	Safe Arrival	FI
2010	2010	100.12	Trustee Code of Conduct	JC
2010	2010	100.11	Trustee Honorarium	JC
1998	2011	800.3	Complaint Resolution	JC
2002	2011	201.11	Employee Workplace Violence *	FI
2011	2011	400.6	Environmental Stewardship	SW
2005	2011	302.7	Nutrition	YB
2002	2011	201.6	Occupational Health & Safety *	FI
1998	2011	600.1	Purchasing/Supply Chain Management	GV
1998	2011	600.2	Records and Information Management	JC
2011	2011	301.11	Student Fees	YB
2011	2011	100.13	Trustee Expenses & Reimbursement (<i>Interim</i>)	JC
2011	2011	301.9	Voluntary and Confidential Self-Identification Policy for First Nation, Métis and Inuit Students	YB
1998	2012	203.2	Assignment of Principals & Vice-Principals	FI
1998	2012	301.3	Attendance Areas	SW
2012	2012	701.5	Bottled Water	LAFS
1998	2012	203.3	Catholic Leadership: Principal & Vice-Principal Selection	FI
2001	2012	400.3	Christian Community Service	ML
2012	2012	302.8	Diabetes Management	YB
2001	2012	302.6.6.2	Dress Code - Secondary Uniform - <i>Safe Schools</i>	LAFS
1998	2012	800.5	Education-Based Research	LAFS
2006	2012	201.12	Electronic Communications Systems (Employees)	MC
2006	2012	301.5	Electronic Communications Systems (Students)	MC
2012	2012	302.6.1	Elementary Standardized Dress Code - <i>Safe Schools</i>	LAFS
2002	2012	201.9	Employee Attendance During Inclement Weather & Workplace Closure	FI
2012	2012	201.17	Employee Code of Conduct & Ethics	FI
2012	2012	203.1	Employee Hiring and Selection Policy (Teachers)	FI
2002	2012	201.7	Employee Workplace Harassment *	FI
2002	2012	301.4	Fundraising	GV
2004	2012	100.7	Niagara Catholic Education Award of Distinction	FI
1998	2012	702.1	Playground Equipment	SW

Policy Issued	Reviewed Revised	Policy #	NIAGARA CATHOLIC DISTRICT SCHOOL BOARD -POLICIES	Resp
Sorted by Revision Date Updated: February 26, 2014				

2001	2012	302.5	Student Parenting	ML
1998	2012	100.4	Student Trustees	JC
2003	2013	400.5	Acceleration/Retention (Elementary)	ML
2001	2013	302.6.3	Access to Board Premises - <i>Safe Schools</i>	LAFS
2012	2013	800.8	Accessibility Standards	YB
1998	2013	301.1	Admission of Elementary & Secondary Students	LAFS
2011	2013	301.1	Assessment, Evaluation, Reporting and Homework Policy	LAFS
2003	2013	302.6.8	Bullying Prevention & Intervention - <i>Safe Schools</i>	LAFS
1998	2013	800.1	Catholic School Councils	LAFS
2001	2013	302.6.2	Code of Conduct - <i>Safe Schools</i>	LAFS
1998	2013	800.2	Community Use of Facilities	SW
1998	2013	400.1	Continuing Education	FI
2007	2013	600.4	Corporate Cards, Purchasing Cards & Petty Cash	GV
2001	2013	302.6.7	Criminal Background Check - <i>Safe Schools</i>	LAFS
2002	2013	201.5	Death Benefit	FI
2002	2013	201.1	Deferred Salary Plan (X/Y)	FI
1998	2013	400.2	Educational Field Trips	ML
2007	2013	201.15	Employee Conferences, Workshops & Meetings	GV
1998	2013	201.1	Employee Leaves of Absence	FI
2007	2013	201.14	Employee Meals & Hospitality	GV
2013	2013	203.4	Leadership Pathways	FI
2011	2013	800.7	Niagara Catholic Parent Involvement Committee & By-Laws	LAFS
2001	2013	302.6.1	Opening or Closing Exercises - <i>Safe Schools</i>	LAFS
2003	2013	400.4	Prior Learning Assessment and Recognition (PLAR)	ML
2001	2013	302.6	Safe Schools	LAFS
2013	2013	100.6.2	Student Senate - Elementary	JC
2000	2013	100.6.14	Student Senate - Secondary	JC
1998	2013	500.1	Transportation & School Operations for Inclement Weather	JC
2002	2013	701.3	Video Security Surveillance	SW
2013	2013	800.9	Volunteering in Catholic Schools	FI
2012	2014	201.16	Attendance Support Program	FI
1998	2014	201.3	Religious Education Courses for Staff	FI
2006	2014	301.6	School Generated Funds	GV
2007	2014	600.5	Advertising Expenditures	GV
2007	2014	100.9	Advocacy Expenditures	GV
1998	2014	302.1	Anaphylaxis	YB
1998	2014	701.1	Architect Selection	SW
2005	2014	100.8	Electronic Meetings (Board and Committees)	JC
2006	2014	301.7	Ontario Student Record (OSR)	ML
2006	2014	201.13	Sexual Misconduct	FI
2007	2014	500.2	Student Transportation	GV
NEW	NEW	NEW	Use of Corporate Logo	JC

* MINISTRY OF LABOUR COMPLIANCE ANNUAL REVIEW

POLICY & GUIDELINES REVIEW REPORTS TO SENIOR ADMINISTRATIVE COUNCIL AGENDA ONE WEEK PRIOR TO A

PC MEETING DATES - 4:30 PRIOR TO SEPT, OCT, NOV, JAN, FEB, MAR, APR & MAY BD MEETINGS

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE MEETING
MARCH 4, 2014**

PUBLIC SESSION

**TITLE: NIAGARA CATHOLIC EARLY LEARNING
KINDERGARTEN PROGRAM 2014-2015**

The Niagara Catholic Early Learning Kindergarten Program report is presented for information.

Prepared by: Mark Lefebvre, Superintendent of Education
Kendall Cappellazzo, Early Years/Primary Consultant

Presented by: Mark Lefebvre, Superintendent of Education
Kendall Cappellazzo, Early Years/Primary Consultant

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

Date: March 4, 2014



**REPORT TO THE COMMITTEE OF THE WHOLE
MARCH 4, 2014**

**NIAGARA CATHOLIC EARLY LEARNING
KINDERGARTEN PROGRAM 2014-2015**

BACKGROUND INFORMATION

Currently the Niagara Catholic District School Board has thirty-five (35) schools with full day early learning kindergarten (ELKP). By September 2014 all forty-nine (49) Niagara Catholic schools will offer ELKP to children aged three years and nine months (3.9) to six (6) years old. Currently, Niagara Catholic has eighty-two (82) ELKP classrooms, two (2) of which are also French Immersion.

Inquiry in the ELKP Classroom

All ELKP to Grade Two (2) educators in the current ELKP schools have attended a half-day session where they explored how inquiry-based learning is integrated into the instructional day. Educators' explored play based learning using materials set out around the Father Burns C.S.C. Board Room. They listened to colleagues explanations about moving into an inquiry stance in their classrooms. Teachers then created a list of perceived obstacles in moving towards an inquiry stance. They conferenced with colleagues in grade specific groups. Professional Catholic Learning Communities (PCLCs) will be established to experiment with an inquiry stance with in-class support. Niagara Catholic has been asked by the Ministry of Education: Early Learning Branch to share this initiative with other school boards throughout Ontario at an Early Years Conference hosted by the Ministry of Education.

Rose Gentilcore has been added to the Early Years Team as the Early Years to Grade Two (2) Coach. She provides in-class support for all early learning initiatives.

Christopher Moscato, Numeracy Facilitator, is another valuable member of the Early Years Team. He has teamed with researchers from Brock University to increase student achievement in mathematics. The focus of this research will be building early number sense and mathematical skills as this is a profound indicator of later academic achievement in literacy and mathematics. Chris is also leading a book study on "*Learning and Teaching Early Math – The Learning Trajectories Approach*" with the Early Years Council and the Primary Council.

Jill Ferneyhough, Reading Recovery Teacher Leader, continues to provide leadership and support to not only Reading Recovery teachers but also classroom educators. She visits educators either based on principal or teacher request sharing her expertise in early reading and writing strategies and assessment. Jill is currently involved in all aspects of early learning initiatives as well as leading St. Alexander and St. Ann Fenwick Professional Catholic Learning Communities on early reading and writing strategies.

Extended Day Programming

The Early Years Team met with YMCA and A Child's World to discuss movement towards a seamless day for students who are in before and after school care at Niagara Catholic elementary schools. The Early Years Team then met with Kathy Levinski, Manager of Facilities Services and Deb Ogilvie, Community Outreach Coordinator at Niagara Catholic. The Team will present some guiding factors for principals to consider in moving towards a seamless day as was outlined in Charles Pascal's report "With Our Best Future in Mind: Implementing Early Learning in Ontario".

Patti McGillvray, owner of Occupational Therapy for Kids, will discuss self-regulation with parents, caregivers, educators, and YMCA and a Child's World Staff at an evening event sponsored by Niagara Catholic. The focus of this evening event is to assist parents and daycare staff to understand self-regulation so that the language used in school is similar to the language used at home and in before and after school care.

Cathy McMullen and Sarah Miele, both ABA Supervisors at Niagara Catholic and Kendall Cappellazzo, Early Years and Primary Consultant at Niagara Catholic will be hosting a half day workshop with educators. This workshop is designed to help educators have a better understanding of self-regulation in terms of teaching self-regulation just as we would teach literacy and mathematics or any other subject area.

ELKP Principal Learning Teams (PLT)

Principal breakfast meetings began in November 2013. Principals decided to focus on student self-regulation development in the early years. Calm, Alert and Learning: Classroom Strategies for Self-Regulation by Stuart Shanker, a leading Ontario researcher is the focus of a current principal book study. This book was purchased for each principal.

As part of this report a visual presentation highlighting the ELKP program and ELKP Open House and Registration 2014 will be presented.

The Niagara Catholic Early Learning Kindergarten Program report is presented for information.

Prepared by: Mark Lefebvre, Superintendent of Education
Kendall Cappellazzo, Early Years/Primary Consultant

Presented by: Mark Lefebvre, Superintendent of Education
Kendall Cappellazzo, Early Years/Primary Consultant

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

Date: March 4, 2014

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE MEETING
MARCH 4, 2014**

PUBLIC SESSION

TITLE: NIAGARA CATHOLIC FRENCH IMMERSION 2014-2015

The French Immersion 2014-2015 report is presented for information.

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

Presented by: Mark Lefebvre, Superintendent of Education
Jayne Evans, FSL & International Languages/ESL/Arts Consultant

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

Date: March 4, 2014



**REPORT TO THE COMMITTEE OF THE WHOLE
MARCH 4, 2014**

NIAGARA CATHOLIC FRENCH IMMERSION 2014-2015

BACKGROUND INFORMATION

In alignment with the System Priority to “*enhance language acquisition for elementary and secondary students through the expansion of French Immersion at designated sites and specific international languages to meet the needs of students*” registration for the French Immersion program opened on Thursday, February 6, 2014 on the Niagara Catholic District School Board website and will close on March 3, 2014.

The following chart indicates the proposed French Immersion classrooms for September, 2014 based on current registrations. Please note that the highlighted numbers are actual registration numbers received during February 6 – February 24, 2014.

School	Current Grade(s)	Current Pupil Enrolment	Grades in September 2014	Projected Enrolment as of February 24, 2014
St. Mark	Grade One	20	Grade One	Grade One-20
			Grade Two	Grade Two-20
Our Lady of Fatima, St. Catharines	ELKP	ELKP-30	ELKP	ELKP-30
	Grade One	Grade One-17	Grade One	Grade One-20
			Grade Two	Grade Two-20
Holy Name	Grade One	15	Grade One	Grade 1-20
			Grade Two	Grade 2-20
Notre Dame	ELKP	20	ELKP	ELKP- 26
			Grade One	Grade 1-20
St. Thomas More	One	20	Grade One	Grade One-20
			Grade Two	Grade Two-20
				Total 236

The Program Department, through Consultant Jayne Evans, is focused on supporting the initial implementation and expansion of this program in Niagara Catholic.

The French Immersion 2014-2015 report is presented for information.

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

Presented by: Mark Lefebvre, Superintendent of Education
Jayne Evans, FSL & International Languages/ESL/Arts Consultant

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

Date: March 4, 2014

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE MEETING
MARCH 4, 2014**

PUBLIC SESSION

**TITLE: INTERNATIONAL STUDENT PROGRAM
WINTER INTEGRATION 2014**

The International Student Program Winter Integration 2014 report is presented for information.

Prepared by: Frank Iannantuono, Superintendent of Education / Human Resources Services

Presented by: Frank Iannantuono, Superintendent of Education / Human Resources Services
Fred Wilson, Supervisory of International Education

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

Date: March 4, 2014



REPORT TO THE COMMITTEE OF THE WHOLE MEETING MARCH 4, 2014

INTERNATIONAL STUDENT PROGRAM WINTER INTEGRATION 2014

BACKGROUND INFORMATION

In an effort to continue to inform the Board of recent progress and developments within the International Education Program, this report will provide an overview of Niagara Catholic's most recent International Student Integration Program which took place over the months of January and February 2014.

In accordance with the System Priority to promote "*global citizenship for elementary and secondary students and staff through local and international experiences*", we have begun to witness the results of recent partnership agreements and relationships with international schools and educational organizations whose principles and vision align with those of Niagara Catholic.

On January 6, 2014, as schools re-opened after the Christmas break, International Program staff welcomed fifty (50) elementary students from the Jeollabuk-do Foundation scholarship program in South Korea for a seven (7) week experience within selected Niagara Catholic elementary schools in Niagara Falls, Niagara-on-the-Lake, St. Catharines and Grimsby. After an initial two (2) week stay at Monsignor Clancy Catholic Elementary School, where students received intensive ESL training by Continuing Education staff, these young students were integrated into Grades 6 to 8 classrooms across the system, thanks to the warm hospitality of school Principals, teaching staff and Niagara Catholic students.

During that same first week in January, staff welcomed another forty-two (42) Korean children from three (3) Catholic schools, with whom Niagara Catholic has signed recent partnership agreements. These younger students, Grades 4 to 7, arrived accompanied by their Principals or Teachers from Salesio Catholic Elementary School, Sowha Catholic Elementary School and Bokja Catholic Girls Middle School, thus bringing the total number of Korean students in the Winter 2014 Integration Program to ninety-two (92).

The Integration Program is also available to international secondary students in Grades 9 to 11, who can benefit from a similar experience as their younger peers. As a result, this year's Winter Program welcomed an additional twenty-two (22) students from Central and South America for a shorter stay of four (4) weeks in four (4) Niagara Catholic secondary schools. Eleven (11) of the visiting students were from Panama and attend Colegio Pureza de Maria, a local Catholic school in Panama City. The remaining eleven (11) youth came to Niagara from Lima, Peru, as representatives of two (2) local Catholic schools in that city, Colegio San Pedro and Colegio Villa Caritas.

In total, one hundred and fourteen (114) visiting students and twelve (12) accompanying teachers and chaperones joined our school communities during the last two (2) months, thus creating opportunity for learning, personal growth and understanding of each other's cultures through intercultural relationships and newly formed friendships. Participating Niagara Catholic schools for the Winter Integration Program 2014 include:

Cardinal Newman Catholic Elementary
Father Hennepin Catholic Elementary
Loretto Catholic Elementary
Michael J. Brennan Catholic Elementary
Monsignor Clancy Catholic Elementary
Notre Dame Catholic Elementary
Our Lady of Fatima Catholic Elementary (Grimsby)
St. Alfred Catholic Elementary
St. Ann Catholic Elementary (St. Catharines)
St. Anthony Catholic Elementary
St. Gabriel Lalemant Catholic Elementary
St. Joseph Catholic Elementary (Grimsby)
St. Mark Catholic Elementary
St. Michael Catholic Elementary
St. Patrick Catholic Elementary (Niagara Falls)
St. Peter Catholic Elementary
St. Vincent de Paul Catholic Elementary
Blessed Trinity Catholic Secondary School
Denis Morris Catholic High School
Notre Dame College School
Saint Paul Catholic High School

In addition to the many students and visiting teachers who participated in the program hosted by the twenty-one (21) schools above, sixty-five (65) local host families were involved in the experience as they opened their homes to welcome and host the visiting students during their stay with Niagara Catholic. Appreciation is extended to these loving families.

The presence of international students in our Niagara Catholic schools brings immeasurable benefits to our learning communities, as evidenced by the success of this recent Integration Program. With this in mind, the Supervisor of International Education, under the direction of the Superintendent of Education and Human Resources, and with the endorsement of the Director of Education, will continue to pursue opportunities and design projects that will continue to enhance the internationalization of our schools and students by promoting mobility of students and staff through various exchange opportunities. This leadership will position Niagara Catholic as a recognized international destination for Catholic educational experiences.

A visual presentation on the Winter Integration Program 2014 will be presented as part of this report.

The report on International Student Program – Winter Integration 2014
is presented for information.

Prepared by: Frank Iannantuono, Superintendent of Education
Fred Wilson, Supervisor of International Education

Presented by: Frank Iannantuono, Superintendent of Education
Fred Wilson, Supervisor of International Education

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

Date: March 4, 2014

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE MEETING
MARCH 4, 2014**

PUBLIC SESSION

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

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

Prepared by: Frank Iannantuono, Superintendent of Education / Human Resources Services

Presented by: Frank Iannantuono, Superintendent of Education / Human Resources Services
Anthony Corapi, Coordinator of Staff Development

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

Date: March 4, 2014



REPORT TO THE COMMITTEE OF THE WHOLE MEETING TUESDAY, MARCH 4, 2014

STAFF DEVELOPMENT DEPARTMENT PROFESSIONAL DEVELOPMENT OPPORTUNITIES

BACKGROUND INFORMATION

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

The following is a listing of activities occurring during the period February 11, 2014 through April 8, 2014:

Wednesday, February 12, 2014 and Thursday, February 13, 2014

Tuesday, February 25, 2014 and Wednesday February 26, 2014

Tuesday, April 1, 2014 and Wednesday, April 2, 2014

ASIST Training Sessions

- ASIST is a two-day intensive, interactive and practice-dominated course designed to help caregivers recognize risk and learn how to intervene in order to prevent the immediate risk of suicide.
- The training sessions are provided for Senior Administrative Council, all Elementary and Secondary Principals and Vice-Principals, Chaplaincy Leaders, Secondary Guidance Counsellors, Elementary and Secondary Child and Youth Workers and Fresh Start/Jump Start staff are required to attend the ASIST training being held throughout the year.

Thursday, February 20, 2014

Human Resources Certification Program

- Keel, Cottrelle LLP (Toronto, ON) provided a half-day workshop for all principals focused on the following topics:
 - o Professional misconduct and discipline
 - o Practical Issues with respect to investigation
 - o Recent misconduct cases
 - o Employee accommodation
 - o Expansion of the "family status" human rights issues
 - o Identifying, accommodating, and managing mental health issues
 - o Recent cases on termination of employment
 - o Role of the union

Wednesday, February 26, 2014

Leadership Identification Program (LIP) 2013-2014

- The third of five (5) LIP sessions will be held at the DoubleTree Fallsview Resort & Spa. Melanie Sotdka (Live Wire Consulting) will deliver a Women in Leadership workshop that offered candidates to:
 - o Project a unique persona
 - o Have mastery words and body language
 - o Command more respect and attention
 - o Fell balanced and relaxed – professional and personally
- In addition, LIP candidates will have an opportunity to present their practicum projects to their mentor and peers at the session.

Tuesday, March 18, 2014

New Teacher Induction Program (Holiday Inn & Suites Parkway Conference Center)

- The fourth of six (6) sessions will focus on Poverty Issues, Equity and Inclusive Education, and safe Schools.
Dr. Darlene Ciuffetelli Parker (Brock University) will provide a half-day morning workshop to protégés and mentors focused on visible and invisible poverty in schools today. She will provide teachers with practical strategies on dealing with poverty issues in the classroom.
- The second half of the day will be focus on Equity and Inclusive Education, as well as, Safe Schools.

Wednesday, March 26, 2014

Math Workshops for Grade 6 Teachers

- To support Teachers of Grades 5/6, 6 and 6/7, a series of workshops in support of “Learning for All in Mathematics” will be held on Wednesday, March 26, 2014 at Monsignor Clancy Catholic Elementary School from 9:00 a.m. to 3:00 p.m.
- The following workshops are being offered:
 - o EQAO Junior Mathematic 101
 - o Numeracy Intervention Strategies
 - o Math Talk in the Junior Classroom
 - o Mindset – Grow Your Brain with Mistakes in Math
 - o From Patterns to Algebra

Thursday, March 27, 2014

Leadership Identification Program (LIP) 2013-2014

- The fourth of five (5) LIP sessions will be held at the Saint Michael Catholic High School.
- The focus of the session is on the following topics:
 - o Practical Leadership in a Catholic Community
 - o Conflict Resolution
 - o “In-Basket” scenarios
 - o Interview strategies and preparation for administrative positions

Friday, April 4, 2014

Occasional Teacher Professional Development (Riverstone Event Center)

- Occasional Teachers have been invited to attend a full-day professional development opportunity focused in on a variety of Equity and Diversity topics from 8:30 a.m. – 3:00 p.m.

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

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

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

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

Date: March 4, 2014

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE MEETING
MARCH 4, 2014**

PUBLIC SESSION

**TITLE: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD MULTI-
YEAR ACCESSIBILITY PLAN DECEMBER 2012 TO
DECEMBER 2017 (WORKING DOCUMENT) - UPDATE**

The Niagara Catholic District School Board Multi-Year Accessibility Plan December 2012 to December 2017 (Working Document) – Update report is presented for information.

Prepared by: Yolanda Baldasaro, Superintendent of Education
Cathy McMullin, Applied Behaviour Analysis Supervisor

Presented by: Yolanda Baldasaro, Superintendent of Education
Cathy McMullin, Applied Behaviour Analysis Supervisor

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

Date: March 4, 2014



**REPORT TO THE COMMITTEE OF THE WHOLE
MARCH 4, 2014**

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD MULTI-YEAR
ACCESSIBILITY PLAN DECEMBER 2012 TO DECEMBER 2017
(WORKING DOCUMENT) - UPDATE**

BACKGROUND INFORMATION

The Integrated Accessibility Standards Regulation 191/11 filed in June, 2011 pursuant to the Accessibility for Ontarians with Disabilities Act, 2005 identified specific requirements to achieve accessibility in the areas of:

- Information and Communications
- Employment
- Transportation
- Design of Public Spaces

These requirements build on the Accessibility Standards for Customer Service which came into force in 2007.

The Niagara Catholic District School Board Multi-Year Accessibility Plan December 2012 to December 2017 (Working Document) was developed in accordance with the Integration Accessibility Standards Regulation under the *Accessibility for Ontarians with Disabilities Act, 2005*. It incorporates the intentions of the Board to meet its obligations under the *Ontarians with Disabilities Act, 2001*. The Plan describes the measures that the Board will take over the five year period from 2012-2017 to identify, remove and prevent barriers to people with disabilities who work, learn and participate in our Board community and environment including students, staff, parents and guardians, volunteers and visitors to the Board and its schools. The plan will be guided by the Niagara Catholic District School Board Accessibility Standards Policy and Administrative Guidelines No. 800.8.

PLAN OBJECTIVES

Included in the Niagara Catholic District School Board Multi-Year Accessibility Plan December 2012 to December 2017 (Working Document) are the plan's objectives, as outlined below:

- 1.1** Describes the process by which the Niagara Catholic District School Board will identify, remove and prevent barriers;
- 1.2** Reviews recent efforts of the Niagara Catholic District School Board to remove and prevent barriers;
- 1.3** Describes the measures the Niagara Catholic District School Board will take in the period 2012-2017 to identify, remove and prevent barriers;

- 1.4 Makes a commitment to provide an annual status report on the Board's implementation of the multi-year accessibility plan;
- 1.5 Makes a commitment to review and update the multi-year accessibility plan at least once every 5 years;
- 1.6 Describes how the Niagara Catholic District School Board will make this accessibility plan available to the public.

The Niagara Catholic District School Board Multi-Year Accessibility Plan December 2012 to December 2017 (Working Document) is attached for Trustee information. The Plan will be made available to the public through the Board's Communications Department and will be available on the board web-site www.niagaracatholic.ca under the Accessibility tab.

A visual presentation outlining the plan's accomplishments will be presented at the Committee of the Whole meeting.

The Niagara Catholic District School Board Multi-Year Accessibility Plan December 2012 to December 2017 (Working Document) – Update report is presented for information.

Prepared by: Yolanda Baldasaro, Superintendent of Education
Cathy McMullin, Applied Behaviour Analysis Supervisor

Presented by: Yolanda Baldasaro, Superintendent of Education
Cathy McMullin, Applied Behaviour Analysis Supervisor

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

Date: March 4, 2014



Niagara Catholic DISTRICT SCHOOL BOARD

MULTI-YEAR ACCESSIBILITY PLAN (Working Document)

**Submitted to
NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
December 2012 to December 2017[†]**

**Prepared by
Accessibility Planning Committee**

**In accordance with
Accessibility for Ontarians with Disabilities Act
Integrated Accessibility Standards Regulation**

February 2014

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Aim

This multi-year Accessibility Plan is developed in accordance with the Integration Accessibility Standards Regulation under the *Accessibility for Ontarians with Disabilities Act, 2005*. It incorporates the intentions of the Board to meet its obligations under the *Ontarians with Disabilities Act, 2001*. The Plan describes the measures that the Board will take over the five year period from 2012-2017 to identify, remove and prevent barriers to people with disabilities who work, learn and participate in the School Board community and environment including students, staff, parents and guardians, volunteers and visitors to the Board and its schools. The plan will be guided by the Niagara Catholic District School Board Accessibility Standards Policy and Guidelines No. 800.8.

1.0 Objectives

This Plan:

- 1.1** Describes the process by which the Niagara Catholic District School Board will identify, remove and prevent barriers;
- 1.2** Reviews recent efforts of the Niagara Catholic District School Board to remove and prevent barriers;
- 1.3** Describes the measures the Niagara Catholic District School Board will take in the period 2012-2017 to identify, remove and prevent barriers;
- 1.4** Makes a commitment to provide an annual status report on the Board's implementation of the multi-year accessibility plan;
- 1.5** Makes a commitment to review and update the multi-year accessibility plan at least once every 5 years;
- 1.6** Describes how the Niagara Catholic District School Board will make this accessibility plan available to the public.

2.0 Commitment to Accessibility Planning

This document has been written with the intent that the recommendations prepared by the Accessibility Planning Committee will be presented to Administrative Council and to the Board of Trustees.

The Niagara Catholic District School Board is committed to:

- 2.1** Maintaining an Accessibility Planning Committee;
- 2.2** Continuing the process of consulting with the Special Education Advisory Committee and with persons with disabilities;
- 2.3** Ensuring, wherever practicable, that Board policies, procedures and practices are consistent with the principles of accessibility and inclusive/universal design. The Accessibility Planning Committee will provide input re: accessibility issues, where appropriate, with regard to new policies and procedures and to those under review;
- 2.4** Improving access to facilities, policies, programs, practices and services for students, staff, parents/guardians, volunteers and members of the community. Consideration of ongoing identification of barriers will be the responsibility of the Accessibility Planning Committee and will, wherever practicable, be incorporated in the multi-year plan.

The Director of Education has authorized the Accessibility Planning Committee to review and update the Multi-Year Accessibility Plan that will enable the Niagara Catholic District School Board to meet these commitments.

3.0 Description of the Niagara Catholic District School Board

Following government legislation entitled the “Fewer School Boards Act,” the total number of school boards in Ontario was reduced to 72. The aforementioned legislation also impacted the Niagara Catholic District School Board. The Niagara Catholic District School Board was established on January 1, 1998, as a result of the amalgamation of the former Lincoln County Roman Catholic Separate School Board and Welland County Roman Catholic Separate School Board, in compliance with government legislation.

The Niagara Catholic District School Board, consisting of eight secondary schools and fifty-one elementary schools, currently serves 22,628 students and 2,947 employees. The philosophy of the Niagara Catholic District School Board is that learners are called by God to fulfill their potential; all learners are gifted by God and can learn; learning is an interactive process; learning is an enriching experience; and learning is for eternity. Furthermore, students, regardless of special talents or challenging needs can grow and they can grow best by attending schools, which offer accessible programs, in accessible settings, through accessible services.

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.

4.0 Members of Accessibility Planning Committee

Planning Committee Members	
Yolanda Baldasaro	Senior Administration; Superintendent of Education
Cathy McMullin	Applied Behaviour Analysis Supervisor; Special Education
Mary Jo Au	Niagara Catholic Parent Involvement Committee
Jennifer McArthur	First Vice President OECTA Elementary
Jennifer Brailey	Manager; Corporate Services & Communication
Frances Brockenshire	Vice-Principal; Holy Cross Catholic Secondary School
Theo Dagenais	Principal; St. John Bosco Catholic School
Amy Dowd	Coordinator; Special Education
Jayne Evans	Consultant; Arts/FSL/ESL
Mark Ferri	Manager; Purchasing Services
Tara Formisano	Teacher; Deaf and Hard of Hearing
Bill Helmeczi	Member; Special Education Advisory Committee
Sheila Lohnes	Supervisor; Library Information Centres
Sabina Bernardi	Human Resources Administrator
Grant Frost	Education Technology Officer
Lori Powell	Executive Director; Niagara Student Transportation Services
Janice Barretto-Mendonca	Consultant; Equity and Student Leadership
Scott Whitwell	Controller; Facility Services

5.0 Strategy for prevention and removal of barriers

The principles of inclusionary practice, freedom from barriers and accessible environments informs all Niagara Catholic District School Board policies, programs, procedures and services. Through the Annual Accessibility Plan implemented under the *Ontarians with Disabilities Act, 2001*, the Niagara Catholic District School Board’s programming, policies and practices have been assessed to ensure continuous improvement in accessibility. This process will continue through the establishment of a multi-year accessibility plan which places particular emphasis on the provisions of the regulations made under the AODA with regard to customer service, information and communications, employment, school transportation and the design of public spaces.

6.0 Barrier Identification Methodologies

The Accessibility Planning Committee uses the following barrier-identification methods:

Methodology	Description	Status
Feedback process	Information received through Feedback – Accessibility link on Board website.	Ongoing
Accessibility Planning Committee regular meetings	Potential actions re identified accessibility issues discussed within multi-year strategy	Ongoing
Accessibility Planning Committee also considers Facilities report re physical environment	Surveys of buildings considered and identification of criteria for action within multi-year strategy	Ongoing
Communication steps: Board, SEAC, Employee Groups, Public	Opportunity for input or feedback prior to approval and posting on website	To be scheduled, annual expectation

7.0 Recent Barrier Removal Achievements

The most recent Annual Accessibility Plan developed in accordance with the Ontarians with Disability Act (ODA) identified a range of barriers and appropriate strategies for their removal. The detailed achievements are set out in the following chart:

Type of Barrier	Location	Action Taken
Physical/Architectural	Identified schools as needed	<ul style="list-style-type: none"> • Equipment recommended through certified professionals • Mobility training for blind and low vision • Specialized transportation • Accessible parking • Sensory rooms • Communication devices for fire alarms
Physical/Architectural	See Appendix A Accessibility Projects Completed 2012-2013	
Information and Communication	All School Board Sites	<ul style="list-style-type: none"> • The front doors at all elementary schools are complete – both doors open with a single card reader. Secondary schools and the Catholic Education Centre are on a schedule where front doors are unlocked during the day.
Information and communication	Niagara Catholic Board Website	<ul style="list-style-type: none"> • Update of JavaScript file that supports keyboard accessible menu dropdowns (navigation). • The Board website's menu was successfully tested using the following Internet Browsers: Google Chrome and Internet Explorer, as well a Screen Reader: 64-bit Demo of JAWS 15.

Information and Communication	Identified schools/students as needed	<ul style="list-style-type: none"> • Installation of electrical receptacles for the use of identified communication devices • Provision of interpreter service upon request • FM systems • Assistive Technology
Information and Communication	Board-wide	<ul style="list-style-type: none"> • Emergency Workplace Response Plan • All Emergency Procedures Plans for Public Safety Information • Alternative formats available upon request • Accessibility link on Board website
Attitudinal	Board-wide	<ul style="list-style-type: none"> • Ongoing training in Accessible Customer Service • Creating caring and safe school environments through professional development, School Improvement Plan Process, Safe Schools Surveys • Ongoing Educator Awareness Training
Technology	Identified schools/students as needed	<ul style="list-style-type: none"> • Assistive technology to address curriculum needs (hardware, software)
Systemic	Board-wide	<ul style="list-style-type: none"> • Board policies, guidelines, protocols and procedures that reflect accessibility needs (e.g. Accessibility Customer Service, Guidelines for Certified Service Animals) • Regular Special Education Advisory Committee meetings • Compliance with Integrated Accessibility Standards Regulation

		timelines to date (Employment, Transportation, Information & Communication and Design of Public Spaces Standards)
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New school construction has adhered to the current building code and includes level access to schools, automatic door openers, elevators in schools of more than one floor, accessible washrooms.

8.0 Barriers to be addressed under the Multi-Year Accessibility Plan

The Integrated Accessibility Standards Regulation 191/11 filed in June, 2011, and Ontario Regulation 413/12 (amendment to 191/11) to reflect changes to 191/11 and inclusion of The Design of Public Spaces Standard, pursuant to the Accessibility for Ontarians with Disabilities Act, 2005 identified specific requirements to achieve accessibility in the areas of:

- Information and Communications
- Employment
- Transportation
- Design of Public Spaces

These requirements build on the Accessibility Standards for Customer Service which came into force in 2007.

Niagara Catholic District School Board endeavors, through this Multi-year Accessibility Plan for the period 2012-2017, to take action to address barriers to accessibility related to the Standards areas of current Regulations. This is in addition to ongoing work the Board is undertaking with regard to identification and removal of barriers in the Board’s physical environment.

2012-2013

Type of Barrier	Location	Action	Effective Date
Systemic	Board-wide	Develop Accessibility Policy Statement	January 1, 2013 Completed
Attitudinal – Information and Communications	Board-wide	Develop Administrative Guidelines re Accessible Information and Communications	January 1, 2013 Completed
Attitudinal – Employment	Board-wide	Develop Administrative Guidelines re Accessible Employment	January 1, 2013 Completed
Systemic	Board-wide	Review procurement practices to incorporate accessibility criteria for goods, services, facilities	January 1, 2013 Ongoing
Information and Communication	Board-wide	Provide accessibility awareness training for all educators/ classroom-based staff on accessible instruction and program delivery	Ongoing 2012-2013
Information and Communication	Board-wide	Review practices to ensure readiness to provide educational resources or materials, student records and information on program requirements in accessible formats upon request	January 1, 2013 Completed
Physical	See Appendix B Accessibility Projects Completed 2013-2014 (as of February 11, 2014)		Ongoing 2013-2014

Niagara Catholic District School Board
 Multi-Year Accessibility Plan
 For the years December 2012 – 2017

Type of Barrier	Location	Action
Information and Communication	Identified schools/students as needed	<ul style="list-style-type: none"> Installation of electrical receptacles for the use of identified communication devices
Information and Communication	All School Board Sites	<ul style="list-style-type: none"> The front doors at all elementary schools are complete – both doors open with a single card reader. Secondary schools and the CEC are on a schedule where front doors are unlocked during the day.
Information and communication	All School Board Sites	<ul style="list-style-type: none"> Update of JavaScript file that supports keyboard accessible menu dropdowns (navigation). The Boards website's menu was successfully tested using the following Internet Browsers: Google Chrome and Internet Explorer, as well a Screen Reader: 64- bit Demo of Jaws 15.

2013-2014

Type of Barrier	Location	Action	Effective Date
Systemic - attitudinal	Board-wide	Provide training to all staff, volunteers on accessibility standards requirements and on Human Rights Code provisions re disabilities and ensure third-party providers have similar training	Ongoing 2013-2014 In progress
Information and Communication	Board Offices	Review process for receiving/responding to feedback to ensure accessibility to persons with disabilities and	January 1, 2014 Completed

Niagara Catholic District School Board
Multi-Year Accessibility Plan
For the years December 2012 – 2017

		readiness to provide accessible formats and communication supports upon request. Notify the public re: above.	
Information and Communication	Board-wide	Review Board and school websites to assess level of accessibility. Ensure that new sites and web content published after Jan 1, 2012 meet WCAG 2.0, Level A standards.	January 1, 2014 Completed
Systemic - Employment	Board-wide	Review and update Human Resources procedures and practices with regard to recruitment, job accommodations, alternative accessible formats and communication supports, individual accommodation plans, return to work, performance appraisal, career or professional development, redeployment	January 1, 2014 Ongoing
Information and Communication – Student Transportation	Board-wide (Niagara Student Transportation Services and Special Education Department and Elementary and Secondary Schools)	Consult with parents and develop individual school transportation plans for students with disabilities, clarifying roles and responsibilities	January 1, 2014 Ongoing
Information and Communication	School Libraries	Review the readiness of school libraries to provide accessible or conversion-ready formats of print resources upon request	Ongoing 2013-2014 in preparation for 2015 deadline
Physical	See Appendix C Future Accessibility Projects for Consideration		Ongoing 2014-2015

2014-2015

Type of Barrier	Location	Action	Effective Date
Information and Communication	Board-wide	Identify and have ready access to resources that enable the Board to provide information and communication supports upon request and in a timely manner to persons with disabilities. (Consider access to board meetings/school events)	January 1, 2015 Ongoing preparation for 2015 deadline
Information and Communication	School Libraries	Ensure readiness of school libraries to provide accessible or conversion-ready formats of print resources upon request	January 1, 2015 Ongoing preparation for 2015 deadline
Information and Communication	Board-wide	Review accessibility features of all updates and purchases related to board and school websites in anticipation of WCAG, 2.0, Level AA standards	Ongoing preparation for 2021 deadline
Physical	See Appendix C Future Accessibility Projects for Consideration		Ongoing 2014-2015

2015-2016

Type of Barrier	Location	Action	Effective Date
Systemic	Board-wide	Review status of accessibility awareness training to ensure new staff have been trained.	Ongoing
Information and Communication	School Libraries	Review status of capacity of school libraries to provide accessible or conversion-ready formats of digital or multimedia resources	Ongoing preparation for 2020 deadline

**Niagara Catholic District School Board
Multi-Year Accessibility Plan
For the years December 2012 – 2017**

		upon request in anticipation of 2020 deadline	
Information and Communication	Board-wide	Review accessibility features of all updates and purchases related to board and school websites in anticipation of WCAG, 2.0, Level AA standards	Ongoing preparation for 2021 deadline
Physical	See Appendix C Future Accessibility Projects for Consideration		Ongoing 2015-2016

2016-2017

Type of Barrier	Location	Action	Effective Date
Systemic	Board-wide	Review status of accessibility awareness training to ensure new staff have been trained	Ongoing 2016-2017
Systemic	Board-wide	Review status of Board accessibility policies and procedures and update as required	Ongoing 2016-2017
Type of Barrier	Location	Action	Effective Date
Information and Communication	School Libraries	Review status of capacity of school libraries to provide accessible or conversion-ready formats of all resources upon request	Ongoing preparation for 2020 deadline
Information and Communication	Board-wide	Review accessibility features of all updates and purchases related to board and school websites in anticipation of WCAG, 2.0, Level AA standards	Ongoing preparation for 2021 deadline
Physical	See Appendix C Future Accessibility Projects for Consideration		Ongoing

10.0 Review and Monitoring Process

The Accessibility Planning Committee meets regularly during the year to review progress and evaluate the effectiveness of implementation of barrier-removal and prevention strategies and to plan for increased accessibility throughout the Board.

The Accessibility Planning Committee will ensure that in respect of the Multi-Year Accessibility Plan the following steps take place:

- (a) An annual status report on the progress of the measures taken to implement the plan is prepared.
- (b) At least once every 5 years the plan is reviewed and updated in consultation with persons with disabilities, with the Board's Special Education Advisory Committee and other relevant committees.

11.0 Communication of the Plan

This publication is available through the Niagara Catholic District School Board's

- website www.niagaracatholic.ca → [Accessibility](#)
- Catholic Education Centre, 427 Rice Road, Welland, Ontario

Accessible formats available upon request. Contact Manager; Corporate Services and Communications.

Niagara Catholic District School Board will post an annual status report on the progress of the Multi-year Accessibility Plan on the Board's website.

We welcome your comments and feedback about accessibility issues at Niagara Catholic. If you have comments or suggestions, please write to us at accessibility.compliance@ncdsb.com or by contacting: Manager; Corporate Services and Communications at the Catholic Education Centre.

Appendix A

Accessibility Projects Completed 2012 - 2013

SN#	Facility	Description
127	St. Mary (NF)	accessible washroom renovation
132	St. Ann (F)	create new fire exit from classroom
133	St. John Bosco	accessible washroom renovation
134	St. Therese (PC)	accessible washroom
172	Canadian Martyrs	sensory room
198	St. Michael (NOTL)	accessible washroom renovation
210	Lakeshore Catholic	elevator installation

Appendix B

Accessibility Projects Completed 2013 – 2014 (as of February 11, 2014)

SN#	Facility	Description
148	St. Kevin	sensory room/main entrance automatic door operator
120	Mary Ward	side entrance accessibility
127	St. Mary (NF)	automatic door operators - main & playground entrance
133	St. John Bosco	automatic door operators - main & playground entrance
132	St. Ann (F)	ramp to portables
127	St. Mary (NF)	renovated accessible washroom
195	St. John (B)	ramp & operator to main entrance
145	St. Andrew	automatic door operators - main & playground entrance
280	Saint Francis	sensory room/accessible washroom/spec. ed. renovation

Appendix C

Future Accessibility Projects For Consideration

SN#	Facility	Description
116	St. Joseph (Stevensville)	provide lift to stage
116	St. Joseph (Stevensville)	revise interior ramp for minimum 1:12 slope
128	St. Patrick (NF)	provide elevator
129	Loretto Catholic	retrofit to allow barrier free emergency evacuation from second floor
139	Monsignor Clancy	retrofit to allow barrier free emergency evacuation from second floor
148	St. Kevin	provide barrier free access to second floor
171	Assumption	provide barrier-free lift for stage
175	St. Alfred	retrofit to allow barrier free emergency evacuation from second floor
176	St. Ann (SC)	retrofit to allow barrier free emergency evacuation from second floor
179	St. Denis	retrofit to allow barrier free emergency evacuation from second floor
181	St. Nicholas	provide barrier free access to second floor
182	St. Peter	retrofit to allow barrier free emergency evacuation from second floor
183	St. Theresa	provide lift to stage
184	Mother Teresa	provide sensory room
197	St. Mark	install 2 sets of magnetic hold-open devices
197	St. Mark	retrofit to allow barrier free emergency evacuation from second floor
220	Saint Michael	retrofit to allow barrier free emergency evacuation from second floor
230	Saint Paul	retrofit to allow barrier free emergency evacuation from second floor
250	Notre Dame College	retrofit to allow barrier free emergency evacuation from second floor
250	Notre Dame College	provide barrier free access to second floor
260	Denis Morris	install automatic door openers at main office and attendance office
260	Denis Morris	retrofit to allow barrier free emergency evacuation from second floor
270	Holy Cross	retrofit to allow barrier free emergency evacuation from second floor
280	Saint Francis	retrofit to allow barrier free emergency evacuation from second floor

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE MEETING
MARCH 4, 2014**

PUBLIC SESSION

**TITLE: ST. CATHARINES PUPIL ACCOMMODATION REVIEW FOR
ST. CHRISTOPHER CATHOLIC ELEMENTARY SCHOOL
AND ST. THERESA CATHOLIC ELEMENTARY SCHOOL**

RECOMMENDATION

THAT the Committee of the Whole recommend to the Niagara Catholic District School Board that in accordance with the Board approved St. Catharines Pupil Accommodation Review Schedule for 2014 the Staff Report on the Pupil Accommodation Review for St. Christopher Catholic Elementary School and St. Theresa Catholic Elementary School be received as presented.

Prepared by: Senior Administrative Council

Presented by: John Crocco, Director of Education/Secretary/Treasurer
Ted Farrell, Superintendent of Education
Scott Whitwell, Controller of Facilities Services

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

Date: March 4, 2014



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

**REPORT TO THE
COMMITTEE OF THE WHOLE
TUESDAY, MARCH 4, 2014**

**ST. CATHARINES PUPIL ACCOMMODATION REVIEW FOR
ST. CHRISTOPHER CATHOLIC ELEMENTARY SCHOOL AND
ST. THERESA CATHOLIC ELEMENTARY SCHOOL**

BACKGROUND INFORMATION

On April 23rd, 2013, the Niagara Catholic District School Board approved the following motion to conduct a Pupil Accommodation Review in St. Catharines:

THAT the Niagara Catholic District School Board approve that an Accommodation Review Committee be established to review St. Christopher Catholic Elementary School and St. Theresa Catholic Elementary School and that Senior Staff bring a report to the Committee of the Whole by January, 2014.

Immediately following Board approval of the April 23rd, 2013 motion, a process began to form the St. Catharines Accommodation Review Committee (ARC); notify the school communities involved in the ARC; and publicize the first public meeting of the ARC which could occur no earlier than sixty (60) days from the appointment of the ARC.

Subsequently, a report on the status of the St. Catharines Accommodation Review Timelines was approved at the October 22nd, 2013 Board Meeting:

THAT the Niagara Catholic District School Board approve that Senior Staff bring the St. Christopher/St. Theresa Catholic Elementary Schools Accommodation Review Committee report to the Committee of the Whole no later than April 2014.

With the specific expectations, process and timelines required by the Ministry of Education and Board Policy, a final report and accompanying recommendations from the St. Catharines ARC was submitted to the Director of Education on February 28th, 2014.

Accommodation Review Committee Reports

In compliance with the Board motion, the St. Catharines Accommodation Review Committee was established and began the process as outlined in the Ministry of Education *Pupil Accommodation Review Guidelines* (Revised 2009) and the Niagara Catholic District School Board Policy 701.2 – *Pupil Accommodation Review Policy*.

The mandate of the St. Catharines Accommodation Review Committee (ARC) was to assess and study each of the two (2) identified schools involved, St. Christopher Catholic Elementary and St. Theresa Catholic Elementary, on the basis of each school's value to students, the Board, the community and the local economy according to specific criteria that are equally applied to both schools involved in the Accommodation Review. A Generic School Valuation Template was customized for the ARC and designed to weigh the value of the schools to the student above the other factors to be assessed. The Committee used the information gathered from the School Valuation Template as part of its review.

The process for the St. Catharines Accommodation Review Committee was transparent, with open dialogue and multiple opportunities for community consultation and input. The targeted outcome was to make a recommendation(s) for efficient, long term solutions to continue to provide excellence in Catholic education for our students, parents and the community of St. Catharines.

The ARC considered the following in its deliberations;

- a) Enrolment and demographics key to overall operating and capital funding
- b) Growth areas overshadowed by declining enrolment / surplus space
- c) Maintain the schools and to continue to monitor them
- d) Reorganize the schools, their programs or their grade structures
- e) Major program relocation with respect to one or more of the schools
- f) New school construction or additions to existing schools
- g) Use of portables
- h) Change boundaries of the schools
- i) Consolidation or closure of school(s)
- j) Others as determined by the ARC

In addition to the ARC Working Committee meetings, the Accommodation Review Committee held the required four Public Meetings. The Public Meetings provided the ARC a forum to share information and seek input from the community to be considered in preparation for its recommendation(s).

1st ARC Public Meeting – Thursday, October 10th, 2013

- At the first public meeting, the ARC described its mandate, outlined the pupil accommodation review, and gave the public a briefing on the data and issues that needed to be addressed. The ARC also described how the Generic School Valuation Framework had been customized. The ARC received community input.

2nd ARC Public Meeting – Thursday, November 7th, 2013

- At the second public meeting, the ARC presented its draft school specific Valuation Reports under the customized School Valuation Framework for the two schools under consideration to the public and received community input.

3rd ARC Public Meeting – Thursday, December 5th, 2013

- At the third public meeting, the ARC received community input on the accommodation options being considered and received community input.

4th ARC Public Meeting – Thursday, January 30th, 2014

- At the fourth public meeting, the ARC presented its draft School Valuation Report to the public and received community input to be considered in preparing its final report.

All Working Committee and Public Meetings were electronically recorded for accuracy within the minutes. Unapproved Minutes were provided to all members of the ARC for review, edit and approval by motion at the next ARC meeting. The final Public Meeting and Working Committee Meeting minutes were distributed to all committee members electronically and approved. All approved minutes and PowerPoint presentations were promptly posted on the Niagara Catholic District School Board web-site under Accommodation Review. A transparent and open process was followed by the St. Catharines ARC.

The final School Valuation Report was provided to the Director of Education on February 28th, 2014 by the Accommodation Review Committee. The Report provides a recommendation after considering a variety of accommodation options.

As required, the School Valuation Report addressed:

- a) the implications for the program for students both in the school(s) under consideration for consolidation, closure or program relocation and in the school(s) where programs may be affected
- b) the effects of consolidation, closure or program relocation on the following:
 - i) attendance area defined for the schools
 - ii) attendance at other schools
 - iii) the need and extent of busing
- c) the financial effects of consolidating or not consolidating school(s), including any capital implications
- d) revenue implications as a result of the consolidation, closure or program relocation
- e) savings expected to be achieved as a result of the consolidation, closure or program relocation -
 - i) school operations (heating, lighting, cleaning, routine maintenance)
 - ii) expenditures to address school renewal issues which will no longer be required
- f) additional expenditures, if any, at schools which will accommodate students displaced as a result of a consolidation, closure or program relocation decision taken by the Board:
 - i) School operations (heating, lighting, cleaning, routine maintenance)
 - ii) School administration
 - iii) School renewal
 - iv) Transportation
 - v) Net savings / costs associated with teaching staff, support staff, student transportation
 - vi) Possible alternative use or disposition of an empty building

With the submission of the School Valuation Report, the Accommodation Review Committee complied with the guidelines and procedures as outlined by the Ministry of Education and the Board's Policy and Guidelines.

Recommendation of the Accommodation Review Committee

The St. Catharines ARC held meetings from September 12th, 2013 to January 30th, 2014. The St. Catharines Elementary ARC School Valuation Report and Resource Information Package, minutes of the ARC meetings, and any material received by the ARC or the Board from the public were provided to the Director of Education on February 28th, 2014. Attached to this Staff Report are appendices which include the Resource Information Package, School Valuation Report, boundary, enrolment, and expenditure information as references.

The St. Catharines ARC submitted the following recommendation:

Accommodation Review Committee Recommendation:

“That a boundary change to St. Christopher Catholic Elementary School and St. Theresa Catholic Elementary School take place not prior to the Ministry of Education approval for:

- 1. an addition to St. Christopher Catholic Elementary School AND*
- 2. facility renewal needs required to accommodate enrolment at St. Theresa Catholic Elementary School.”*

Recommendation of Senior Staff

The ARC School Valuation Report and its accompanying Resource Information Package was provided to the Director of Education with the rationale, supplemental information and data to support the Committee's recommendation.

Given full consideration of the ARC recommendation and the subsequent review by Senior Administrative Council, Senior Staff recommendations to the Niagara Catholic District School Board the following recommendations for consideration:

Senior Staff Recommendations:

THAT the Board submit to the Ministry of Education a request for capital funding for an addition to St. Christopher Catholic Elementary School.

THAT the Board submit to the Ministry of Education a request for retrofit funding for renovations to St. Theresa Catholic Elementary School.

THAT an Ad Hoc Attendance Area Review Committee of the Board be established to review the attendance boundaries of St. Christopher Catholic Elementary School and St. Theresa Catholic Elementary School and that boundary changes not take place prior to the Ministry of Education approval for funding for an addition to St. Christopher Catholic Elementary School and retrofit funding required to accommodate additional enrolment at St. Theresa Catholic Elementary School.

Conclusion

The Accommodation Review Committee complied with Ministry of Education Guidelines for Pupil Accommodation Review (Revised 2009) and Niagara Catholic Board Policy 701.2 – *Closure of Schools / Accommodation Review*.

Members of the St. Catharines ARC must be commended on their dedication, commitment and participation throughout the process; for successfully addressing the Terms of Reference; enhancing the current and long term excellence in Catholic education for all students in Niagara Catholic and achieving the six (6) goals of the final report as outlined at the beginning of the Accommodation Review process:

1. Continue to provide excellence in Catholic education
2. Continue to provide the highest quality of learning opportunities for all students
3. Provide the best range of options / recommendations for consideration
4. Ensure efficient use of system resources and facilities
5. Provide long-term accommodation recommendations
6. Provide recommendations for revised attendance boundaries if required.

A copy of this Staff Report and its accompanying Appendices will be placed on the Board's website under "*Accommodation Review*". Copies of this Staff Report, once received by the Board will also be sent to all members of the Accommodation Review Committee in preparation for the Special Board Meeting on March 25th, 2014 at Denis Morris Catholic High School to provide an opportunity for public input on the Senior Staff recommendations to the Board.

THAT the Committee of the Whole recommend to the Niagara Catholic District School Board that in accordance with the Board approved St. Catharines Pupil Accommodation Review Schedule for 2014 the Staff Report on the Pupil Accommodation Review for St. Christopher Catholic Elementary School and St. Theresa Catholic Elementary School be received as presented.

PREPARED BY: Senior Administrative Council

PRESENTED BY: John Crocco, Director of Education
Ted Farrell, Superintendent of Education
Scott Whitwell, Controller of Facilities Services

APPROVED BY: John Crocco, Director of Education, Secretary/Treasurer

DATE: March 4, 2014

Attachments

Appendix A – Resource Information Package, Minutes of the ARC meetings and any material received by the ARC or the Board from the public
(Provided in a binder to all Trustees)

Appendix B – St. Catharines Accommodation Review Committee Report

Appendix C – St. Catharines Pupil Accommodation Review Schedule 2014

Appendix D – St. Catharines Accommodation Review Study Area Boundary Map

Appendix E– St. Catharines School Location and Boundary Map

Appendix F – St. Christopher Catholic Elementary Student Enrolment and Enrolment Projections

Appendix G – St. Theresa Catholic Elementary Student Enrolment and Enrolment Projections

Appendix H – School Profiles

Appendix I – Benefits & Challenges and Financial Impact/Capital Costs



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

ST. CATHARINES ACCOMMODATION REVIEW
COMMITTEE (ARC)

School Valuation and Recommendation Report

Submitted to: John Crocco, Director of Education

Submitted by: St. Catharines ARC Committee

February 28th, 2014

St. Catharines Accommodation Review Committee – Report and Recommendations

Background Information

At the Niagara Catholic District School Board Public Session of the Board Meeting on April 23rd, 2013, the Niagara Catholic District School Board approved the following motion:

THAT the Niagara Catholic District School Board approve that an Accommodation Review Committee be established to review St. Christopher Catholic Elementary School and St. Theresa Catholic Elementary School and that Senior Staff bring a report to the Committee of the Whole by January, 2014.

Immediately following Board approval of the April 23rd, 2013 motion, a process began to form the St. Catharines Accommodation Review Committee (ARC); notify the school communities involved in the ARC; and publicize the first public meeting of the ARC which could occur no earlier than sixty (60) days from the appointment of the ARC.

Subsequently a report on the status of the St. Catharines Accommodation Review timelines was approved at the October 22, 2013 Board Meeting:

THAT the Committee of the Whole recommend to the Niagara Catholic District School Board that Senior Staff bring the St. Christopher/St. Theresa Catholic Elementary Schools Accommodation Review Committee report to the Committee of the Whole no later than April 2014.

With the specific expectations, process and timelines required by the Ministry of Education and Board Policy, a final report and accompanying recommendations from the St. Catharines ARC would be required for submission to the Director of Education by February 28th, 2014.

In compliance with the Ministry of Education *Pupil Accommodation Review Guidelines* and Niagara Catholic District School Board Policy 701.2, the St. Catharines Accommodation Review Committee is pleased to submit this report. This is the final report of the working committee and the public consultation process undertaken by the St. Catharines ARC between September 12th, 2013 and a presentation of a draft final report to the public on January 30th, 2014. This St. Catharines ARC report and recommendations were approved at the Working Committee Meeting by the ARC on January 30th, 2014. Through an additional review of this final report through to February 27th, 2014, all members of the ARC support the report as presented.

Appendices

The St. Catharines ARC Resource Binder and the Appendices to this report provide copies of all ARC Meeting Agendas, Approved Minutes, PowerPoint presentations, correspondence, information and data for the two schools within the mandate of the St. Catharines ARC.

All Working Committee and Public Consultation meetings were electronically recorded for accuracy within the minutes. Unapproved minutes were provided to all members of the ARC for review, edit and approval by motion at the next ARC meeting. All approved minutes and PowerPoint presentations were promptly posted on the Niagara Catholic District School Board

web-site under Accommodation Review. A transparent and open process was followed by the St. Catharines ARC.

Final Report

This report was presented as a “draft” St. Catharines ARC report for input and comments at the final public consultation meeting on January 30th, 2014. Following the January 30th, 2014 meeting, members of the St. Catharines ARC reviewed and considered all input and comments. Approved modifications to the recommendation section of the report were made in accordance with the consensus of the committee. Members of the ARC supported the final report as amended.

Between February 21st, 2014 and February 27th, 2014 members of the St. Catharines ARC committee were provided with an additional opportunity to electronically review this final report prior to submission to the Director of Education. The vetting provided all ARC members with an additional opportunity to review and comment on the final report with the approved modifications.

Following the vetting, the St. Catharines Accommodation Review Committee School Valuation and Recommendation Report was submitted to John Crocco, Director of Education by the St. Catharines ARC on February 28th, 2014.

The ARC administrative staff of Niagara Catholic extends its gratitude and recognition to all members of the St. Catharines ARC for their participation, time, dedication and commitment to the mandate and process of the ARC in providing a range of options and a recommendation to the Director of Education and the Niagara Catholic District School Board for consideration.

The report as presented on January 30th, 2014 and approved by the St. Catharines Accommodation Review Committee follows.

ST. CATHARINES ACCOMMODATION REVIEW COMMITTEE (ARC)

MEMBERS

Chair of the ARC

Ted Farrell, Superintendent of Education

Principals

Roger Demers, St. Christopher Catholic
Mary Clare Cavasin, St. Theresa Catholic

*Catholic School Council Chair
or Co-Chair*

Liz Cabral – St. Christopher Catholic
Kim Hedden – St. Theresa Catholic

Parish Priests

Rev. John Vickers – St. Thomas Aquinas
Marsha Young, Parish Representative – St. Patrick

Business Community

Regan Gaudin

RESOURCE

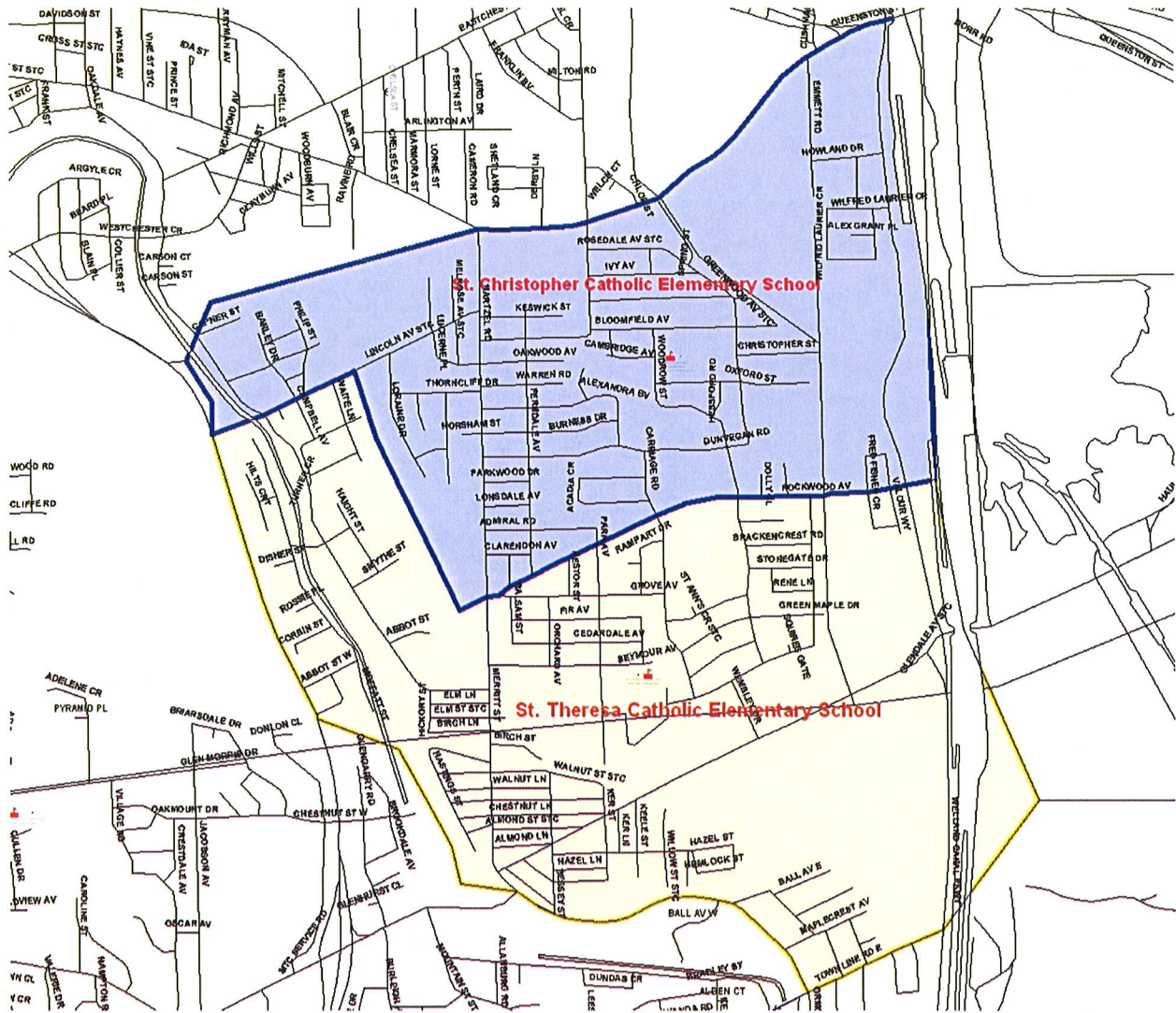
Resource to the ARC

Scott Whitwell, Controller of Facilities Services
Kathy Levinski, Manager of Facilities Services

Recording Secretary

Mary Gallardi Armstrong, Administrative Assistant
to Superintendent of Education, Ted Farrell

ST. CATHARINES ACCOMMODATION REVIEW STUDY AREA



St. Catharines Accommodation Review Committee Terms of Reference

At the first meeting of the St. Catharines Accommodation Review Committee on September 12th, 2013 the following Terms of Reference were presented and unanimously agreed upon by all members of the ARC. The adopted Terms of Reference became the guiding principles of the St. Catharines ARC to accomplish its mandate and to comply with the Ministry of Education and Niagara Catholic Policy 701.2.

The Terms of Reference were reviewed at all four (4) public consultation meetings to provide background information to members of the community and to frame the mandate of the St. Catharines ARC committee.

Rationale for the St Catharines ARC

The key reason for the establishment of a St. Catharines ARC is a result of the School Capacities, Enrolment Trends, Attendance Area Boundaries and Building Utilization 2013 – Phase Two Report.

At the Public Session of the Board Meeting on April 23, 2013 a Motion was made that the Niagara Catholic District School Board approve that an Accommodation Review Committee be established to review St. Christopher Catholic Elementary School and St. Theresa Catholic Elementary School and that Senior Staff bring a report to the Committee of the Whole no later than January 2014. This deadline was extended to April, 2014 at the Committee of the Whole meeting in October, 2013.

The following is an excerpt from Watson & Associates Economists Ltd. Long Term Accommodation Resource Document dated April 3, 2013:

St. Christopher

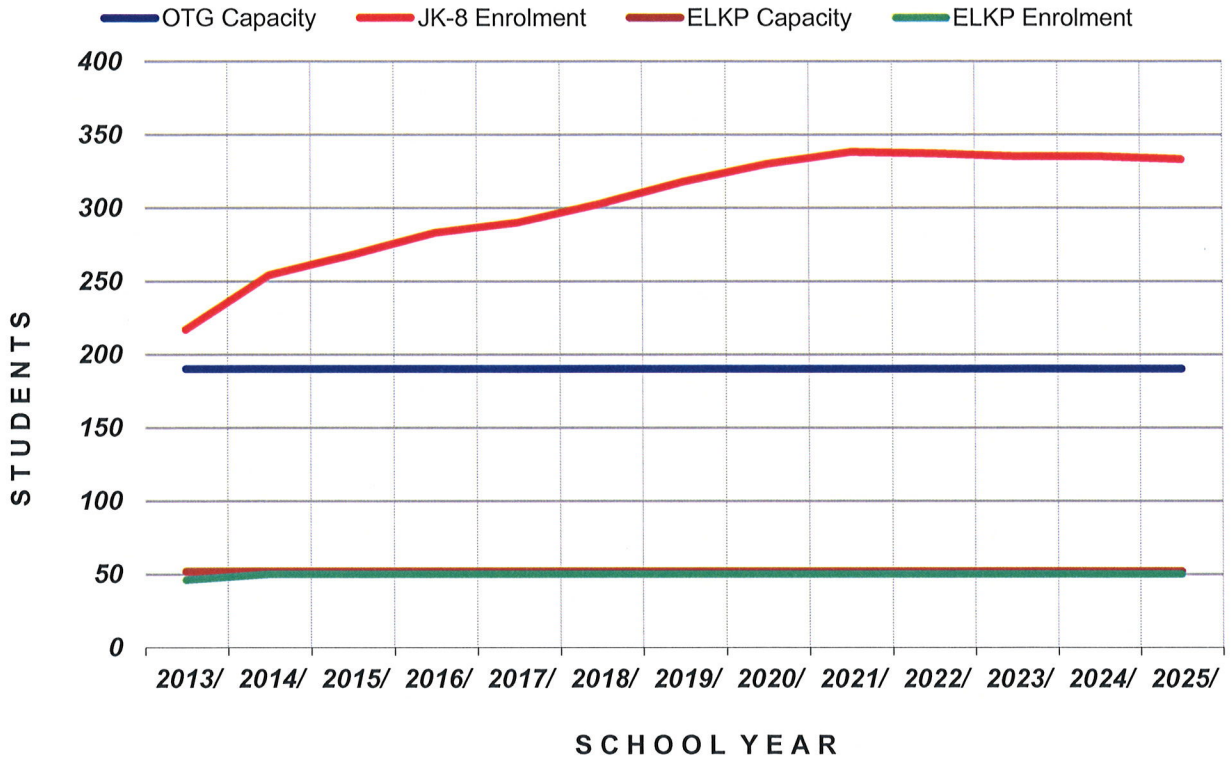
- St. Christopher has the 3rd smallest capacity in St. Catharines with a total of 190 permanent spaces available; however, enrolments far exceed this capacity and are expected to continually rise over the next 15 years.
- Currently, there are 221 students enrolled at St. Christopher. Short term projections expect an increase of more than 60 students or approximately 27% by 2016/17. A large increase of 100 students is anticipated between 2016/17 and 2021/22 an increase of more than 35%. A slight decline in the longer term results in approximately 334 students enrolled by 2026/27.
- Subsequently, St. Christopher will be over capacity by more than 144 students, or more than a 175% utilization rate by 2026/27. This is an increase of more than 60% in utilization rates in 2011/12 at approximately 116%.

- **The facility is projected to have a deficit of space for the duration of the forecast, term with mid to long term projected utilization rates at St. Christopher over 175%.**
- **To accommodate current and future enrolments, St. Christopher may require an addition, portables or a boundary adjustment.**
- **Currently, St. Christopher has 2 portables - at least 4 additional portables would be required to accommodate projected enrolment, resulting in at least 6 portables onsite and more than 40% of enrolment accommodated in temporary space.**
- **It is recommended that an addition be constructed at this school and that the Board apply for MOE funding through a capital priorities business case. This study should also explore possible accommodation options in conjunction with St. Theresa.**

St. Theresa

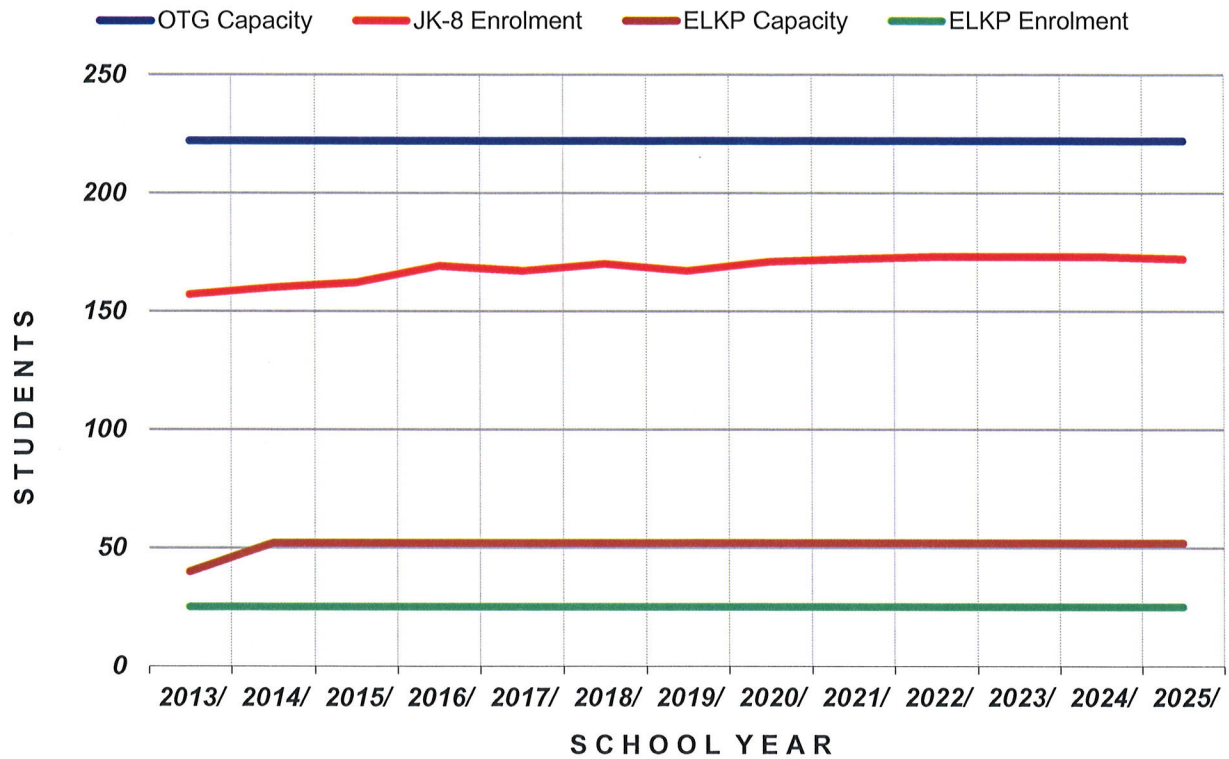
- Enrolments at St. Theresa are expected to increase slightly by 6.8% by the end of the projection term.
- Short term increases are expected to be approximately 4.4%, with additional increases of 2% and 0.6% in the mid and longer term projections, respectively.
- Utilization rates are currently 73% and are expected to increase to 76% in the short term, 77% in the mid-term and 78% in the long term projections.
- While utilization rates will steadily increase, St. Theresa will still have a surplus of almost 50 spaces available by the end of the forecast term.
- **The facility is projected to have available space for the duration of the forecast term.**
- **This school should be studied in conjunction with the recommendation for an addition at St. Christopher.**

ST CHRISTOPHER ENROLMENT PROJECTION



St. Christopher	2013/ 2014	2014/ 2015	2015/ 2016	2016/ 2017	2017/ 2018	2018/ 2019	2019/ 2020	2020/ 2021	2021/ 2022	2022/ 2023	2023/ 2024	2024/ 2025	2025/ 2026
OTG Capacity	190	190	190	190	190	190	190	190	190	190	190	190	190
JK-8 Enrolment	217	254	268	283	290	303	318	330	338	337	335	335	333
ELKP Capacity	52	52	52	52	52	52	52	52	52	52	52	52	52
ELKP Enrolment	46	50	50	50	50	50	50	50	50	50	50	50	50
JK-8 Surplus Space	-27	-64	-78	-93	-100	-113	-128	-140	-148	-147	-145	-145	-143

ST THERESA ENROLMENT PROJECTION



St. Theresa	2013/ 2014	2014/ 2015	2015/ 2016	2016/ 2017	2017/ 2018	2018/ 2019	2019/ 2020	2020/ 2021	2021/ 2022	2022/ 2023	2023/ 2024	2024/ 2025	2025/ 2026
OTG Capacity	222	222	222	222	222	222	222	222	222	222	222	222	222
JK-8 Enrolment	157	160	162	169	167	170	167	171	172	173	173	173	172
ELKP Capacity	40	52	52	52	52	52	52	52	52	52	52	52	52
ELKP Enrolment	25	25	25	25	25	25	25	25	25	25	25	25	25
JK-8 Surplus Space	65	62	60	53	55	52	55	51	50	49	49	49	50

Mandate

The mandate of the St. Catharines Accommodation Review Committee (ARC) is to assess and study each of the two (2) identified schools involved on the basis of the school's value to students, the board, the community and the local economy according to specific criteria that are equally applied to all schools involved in the accommodation review. The ARC will weigh the value of the school(s) to the student above the other factors to be assessed. A final St. Catharines ARC report is to be submitted by Senior Staff to the Committee of the Whole by March 2014 providing recommendations on a range of accommodation for these two schools.

The process for the St. Catharines Accommodation Review Committee is transparent, with open dialogue and multiple opportunities for community consultation and input. The targeted outcome will be recommendations for efficient, long term solutions to continue to provide excellence in Catholic education for our students, parents and the community of St. Catharines.

Guiding Principles of the St. Catharines ARC

Based on Ministry of Education and Board Policy 701.2, the Guiding Principles of the St. Catharines ARC are;

1. Committee members speak as a committee for both schools as "our schools"
2. Target outcome is to enhance learning environment for students
3. Open, honest, direct and transparent process and information
4. Range of options to be considered for school(s) and efficiencies for the Board
5. All meetings are open to the public
6. Specific public meetings will provide ample opportunities for community input / consultation with the ARC
7. Information, data, facts, statistics provided to the ARC as required and requested
8. Decisions reached by consensus
9. Meetings will last up to two (2) hours unless extended by consensus of the committee
10. Committee members unable to attend three (3) ARC meetings will be requested to have their membership re-assigned

ARC School Consideration

- a) School or group of schools unable to provide a suitable and equitable range of learning opportunities for students
- b) School or group of schools has or will experience an adverse impact on learning opportunities for students due to declining enrolment
- c) Reorganization involving a school or group of schools could enhance program and learning opportunities for students
- d) Teaching / learning spaces are not suitable to provide the programs needed to serve the community and retrofitting may be cost prohibitive

- e) Under normal staffing allocation practices, it would be necessary to assign three grades to one class in one or more of the schools
- f) One or more of the schools is experiencing higher building maintenance expenses than the average for the system and / or is in need of major capital improvements
- g) In one or more of the schools there are safety and / or environmental concerns attached to the building, the school site or its locality
- h) The consolidation of the schools is in the best interest of the overall school system
- i) It has been no less than five (5) years since the inception of a study of the school by an Accommodation Review Committee

Range of Factors to Consider

- a) Enrolment and demographics key to overall operating and capital funding
- b) Growth areas overshadowed by declining enrolment / surplus space
- c) Maintain the schools and to continue to monitor them
- d) Reorganize the schools, their programs or their grade structures
- e) Major program relocation with respect to one or more the schools
- f) New school construction or additions to existing schools
- g) Use of portables
- h) Change of boundaries of the school
- i) Consolidation or closure of a school(s)
- j) Others as determined by the ARC

Working Community and Public Input and Consultation

While Working Committee Meetings are open to the public, only ARC members are eligible to participate in committee discussions. The required four (4) Public Meetings are scheduled to share information and to seek input from the community.

1st ARC Public Meeting – Thursday, October 10, 2013

- At the first public meeting, the ARC will describe its mandate, outline the pupil accommodation review, and give the public a briefing on the data and issues to be addressed. The ARC will also describe how the Generic School Valuation Framework has been customized. The ARC will receive the community input.

2nd ARC Public Meeting – Thursday, November 7, 2013

- At the second public meeting, the ARC will present its draft school specific, valuation reports under the customized School Valuation Framework for the two schools under consideration to the public and receive community input.

3rd ARC Public Meeting – Thursday, December 5, 2013

- At the third public meeting, the ARC will receive community input on the accommodation options to be considered and will receive community input.

4th ARC Public Meeting – Thursday, January 30, 2013

- At the fourth public meeting, the ARC will present its draft School Valuation Report to the public and will receive community input. The ARC may make changes to the report based on feedback at the meeting.

Once the final report was approved by the ARC it is to be submitted to the Director of Education and an additional Board process begins.

ST. CATHARINES ACCOMMODATION REVIEW COMMITTEE (ARC) - MEETING DATES AND EXPECTATION SUMMARY

Meeting	Expectation	Date	Time
1 st ARC Working Committee Meeting	<ul style="list-style-type: none"> ✓ Presentation of ARC mandate ✓ Terms of Reference ✓ Background Information (Process, Data, Issues) ✓ Customizing the Generic School Valuation Template and Scoring Rubric 	Thursday, September 12, 2013 At Denis Morris Catholic High School	7:00 p.m. to 9:00 p.m.
2 nd ARC Working Committee Meeting	<ul style="list-style-type: none"> ✓ Tour of Schools 	Tuesday, September 24, 2013 Starting at St. Theresa Catholic Elementary School ending at St. Christopher Catholic	3:30 p.m. to 5:30 p.m.
1 st ARC Public Meeting	<ul style="list-style-type: none"> ✓ Presentation of ARC Mandate ✓ Background Information (Process, Data, Issues) ✓ Presentation of customized School Valuation Framework for community input 	Thursday, October 10, 2013 Denis Morris Catholic High School	7:00 p.m. to 9:00 p.m.
3 rd ARC Working Committee Meeting	<ul style="list-style-type: none"> ✓ Consider Feedback from ARC's 1st Public Meeting ✓ Discussion and Feedback re tour of ARC Schools * 	Thursday, October 24, 2013 At St. Theresa Catholic Elementary School	5:00 p.m. – 7:00 p.m.
4 th ARC Working Committee Meeting	<ul style="list-style-type: none"> ✓ Additional Tour for New Committee Member ✓ Discussion and Feedback re tour of ARC Schools * ✓ Complete School Specific Valuation Framework for both ARC Schools 	Tuesday, October 29, 2013 Starting at St. Christopher Catholic and ending at St. Theresa Catholic	4:30 p.m. – 8:00 p.m.
2 nd ARC Public Meeting	<ul style="list-style-type: none"> ✓ Presentation of School Specific Valuation Framework Reports for community input 	Thursday, November 7, 2013 At Denis Morris Catholic High School	7:00 p.m. – 9:00 p.m.
5 th ARC Working Committee Meeting	<ul style="list-style-type: none"> ✓ Consider Feedback from ARC's 2nd Public Meeting ✓ Presentation of Accommodation Data and Options ✓ Confirm Options for 3rd ARC public presentation 	Tuesday, November 19, 2013 At Denis Morris Catholic High School	5:00 p.m. – 7:00 p.m.
3 rd ARC Public Meeting	<ul style="list-style-type: none"> ✓ Presentation of Accommodation Data and Options for community input 	Thursday, December 5, 2013 At Denis Morris Catholic High School	7:00 p.m. – 9:00 p.m.
6 th ARC Working Committee Meeting	<ul style="list-style-type: none"> ✓ Consider Feedback from ARC's 3rd Public Meeting ✓ Completion of Draft ARC Report to the Director of Education for 4th ARC public presentation and input 	Thursday, January 9, 2014 At St. Christopher Catholic Elementary School	5:00 p.m. – 7:00 p.m.
4 th ARC Public Meeting	<ul style="list-style-type: none"> ✓ Presentation of Draft ARC Report to the Director of Education for community input 	Thursday, January 30, 2014 At Denis Morris Catholic High School	7:00 p.m. – 9:00 p.m.
7 th ARC Working Committee Meeting	<ul style="list-style-type: none"> ✓ Consider feedback from ARC's 4th Public Meeting ✓ Finalize ARC Report to Director of Education 	Thursday, January 30, 2014 At Denis Morris Catholic High School	9:00 p.m. – 10:30 p.m.

**PUPIL ACCOMMODATION REVIEW FOR ST. CHRISTOPHER-ST. THERESA CATHOLIC ELEMENTARY
SCHOOLS
SCHEDULE 2014**

Meeting	Expectation	Date Restrictions	Proposed Date
Submission of ARC School Valuation Report	Not earlier than 90 days after the beginning of ARC's first public meeting.* Mandated by EDU	No earlier than January 24, 2014	No later than February 28, 2014
Director sets dates for Board meeting for public input; and for Board meeting to decide accommodation	As scheduled by the Director		February 11, 2014 CW February 25, 2014 Board
Notice of Board Meeting for Public Input	A minimum of two weeks' notice of the Public Meeting	No later than March 2, 2014	February 28, 2014
Staff's Report and recommendations			March 4, 2014
Board Meeting for Public Input	Denis Morris Catholic High School 7:00 p.m.		March 25, 2014
Staff's follow-up report on accommodation	Next regularly scheduled Board meeting through CW		April 8, 2014
Notice of Board Meeting to decide accommodation		After the ARC submits its Accommodation Report to the Director, there must be no less than sixty (60) calendar days' notice prior to the meeting where the Board will vote on the recommendations	No later than March 5, 2014 if voting on May 13, 2014 - CW No later than March 28, 2014 if voting on May 27, 2014 - Board
Board Meeting to decide accommodation	At regularly scheduled meeting which will not occur sooner than 60 days after the submission of the Accommodation Report - Mandated by EDU	May 8 th is 60 days if report submitted no later than Feb. 28 May 13 CW May 27, 2014 – Board	May 13, 2014 – CW May 27, 2014 - Board
Notice of decision on accommodation	Within one week of decision		June 3, 2014

ARC School Valuation Report

The School Valuation Report from the St. Catharines ARC to the Director of Education is required to address the points outlined in Board Policy (701.2 – Section 2.6) as summarized in the St. Catharines ARC Terms of Reference along with any additional points as determined by the ARC.

The final report will provide recommendations to the Director of Education for consideration in the Staff report to the Committee of the Whole.

The School Valuation Report will ensure that the following is addressed;

- a) The implications for the program for students both in the school(s) under consideration for consolidation, closure or program relocation and in the school(s) where programs may be affected
- b) The effects of consolidation, closure or program relocation on the following:
 - i. Attendance area defined for the schools
 - ii. Attendance at other schools
 - iii. The need and extent of bussing
- c) The financial effects of consolidating or not consolidating school(s), including any capital implications
- d) Revenue implications as a result of the consolidation, closure or program relocation
- e) Savings expected to be achieved as a results of the consolidation, closure or program relocation
 - i. School operations (heating, lighting, cleaning, routine maintenance)
 - ii. Expenditures to address school renewal issues which will no longer be required
- f) Additional expenditures, if any, at schools which will accommodate students displaced as a result of consolidation, closure or program relocation decision taken by the board
 - i. School operations (heating, lighting, cleaning, routine maintenance)
 - ii. School administration
 - iii. School renewal
 - iv. Transportation
 - v. Net savings / costs associated with teaching staff, paraprofessionals, student transportation
 - vi. Possible alternative use or disposition of an empty building

St. Catharines ARC Report Goals

1. Continue to provide excellence in Catholic Education
2. Continue to provide the highest quality of learning opportunities for all students
3. Provide the best range of options / recommendations for consideration
4. Ensure efficient use of system resources and facilities
5. Provide long-term accommodation recommendations
6. Provide recommendations for revised attendance boundaries if required

School Site Tours

As determined at the September 12th, 2013 Working Committee Meeting #1, all members of the St. Catharines ARC were invited to participate in a guided tour of the two (2) identified elementary schools of the St. Catharines ARC. This tour, conducted by the Principal and the Catholic School Chair, provided an opportunity for members of the ARC to view each identified school prior to the ARC's completion of the St. Catharines School Valuation Framework for both schools at the Working Committee Meeting # 4 on October 29th, 2013.

Tuesday, September 24, 2013

The tour began at St. Theresa Catholic at 3:30 p.m., then concluded at St. Christopher Catholic. Generally the Committee spent approximately 35 minutes at each school with a 10 minute travel time to the next school.

- St. Theresa Catholic – 58 Seymour Avenue
- St. Christopher Catholic – 33 Woodrow Avenue

As there were some changes in the original St. Catharines ARC membership due to some members being unable to fulfil their obligations and new members being selected, it was decided at the 3rd ARC Committee Meeting on October 24th, 2013 that a second school tour would be necessary for the ARC members.

Tuesday, October 29th, 2013.

The tour began at St. Christopher Catholic at 4:30 p.m., then concluded at St. Theresa Catholic. Generally the Committee spent approximately 45 minutes at each school with a 10 minute travel time to the next school.

- St. Christopher Catholic – 33 Woodrow Avenue
- St. Theresa Catholic – 58 Seymour Avenue

Members of the ARC believed that the second school tour opportunity greatly assisted in discussions and the committee completion of both School Valuation Frameworks.

Customizing the Generic School Valuation Framework Guidelines

The Niagara Catholic Generic School Valuation Framework template was designed based on Ministry of Education templates and best practices as part of the information gathering process to determine a range of best options for the final report. The template has been edited for use within Niagara Catholic Accommodation Review Committees and vetted through Administrative Council twice, the Regional Catholic School Council and Trustees of the Niagara Catholic District School Board. Following the vetting process, it was added to Board Policy 701.2 – Closure of Schools / Accommodation Review Policy.

Guiding Principles of the School Valuation Framework

1. Items could be added under each category – student, school board, community and local economy but not removed from the template.
2. The ARC completed the valuations for each school using the same template and scoring rubric.
3. Both elementary schools were viewed together.
4. To objectively score both schools, the St. Catharines ARC developed an objective rubric for each category to determine a credible weighted score for each category.
5. Scoring was used as part of the information gathering process to determine a range of best options for the final report.
6. The value to the student had the highest weighed value.
7. Weighed values could not be altered on the template.
8. Detailed Committee discussion and community input was held prior to final scores being determined by the committee.

Task

To assist the ARC in completing a customized St. Catharines School Valuation Framework to be used for each of the two (2) schools, members of the St. Catharines ARC were divided into sub-committees to focus on each of the four evaluation criteria.

Catholic School Council Chairs – Value to the Student

Principals – Value to the School Board

Parish Representatives / Community Representatives – Value to the Community / Economy

Members of the sub-committee:

- a) Reviewed the current criteria to determine if any additional criteria are required
- b) Used the draft rubric for each area, will determine objective scoring rubrics for each area
- c) Shared conclusions regarding each of the four evaluations, and any additions and the scoring rubric with all members of the ARC committee
- d) Selected one (1) member to speak to the evaluation criteria and the draft rubric scoring at the third public meeting

At the October 29th, 2013 Working Committee meeting, the St. Catharines ARC approved the customized St. Catharines ARC School Valuation Framework both schools, which is found on the following pages.

St. Catharines Accommodation Review Committee School Valuation Scoring Rubric

VALUE TO THE STUDENT

	1	2	3	4	5
Quality of the learning environment	Adequate permanent classrooms, resource and withdrawal area.	Adequate permanent classrooms, specialized teaching spaces, gymnasium, resource and withdrawal area.	Adequate permanent classrooms, specialized teaching spaces, gymnasium, resource withdrawal area and ventilation system.	Adequate permanent classrooms, specialized teaching spaces including science and music, gymnasium, resource and withdrawal area, ventilation system	Adequate permanent classrooms, No split grades, specialized teaching spaces including science and music, gymnasium with a stage, resource withdrawal area, levelled book room, ventilation system, and air conditioning.
Student outcomes <i>(5 year trend)</i>	Lower than provincial average EQAO scores, all subjects	Lower than provincial average EQAO scores, all subjects, high improvement	Meets provincial average EQAO scores, at least one subject	Higher than provincial average EQAO scores, at least one subject, high improvement	Higher than provincial average EQAO scores, all subjects
Range of course offerings	Ministry curriculum, Catholic values	Ministry curriculum, Catholic values, Special Education programs	Ministry curriculum, Catholic values, Special Education programs, after school curricular programs	Ministry curriculum, Catholic values, Special Education programs, after school curricular programs, instrumental music or broad based technology	Ministry curriculum, Catholic values, Special Education programs, after school curricular programs, instrumental music and broad based technology

Range of co-curricular activities	1 Intramural programs	2 Intramural programs, non-athletic school clubs	3 Intramural programs, non-athletic school clubs, special activities	4 Intramural programs, non-athletic school clubs, special activities, social justice programs	5 Intramural programs, interschool programs, non-athletic school clubs, special activities, social justice programs
Adequacy of physical space	Enclosed classrooms program facility renewal needs less than \$2,000,000	Classrooms min. 700 sq. ft., program facility renewal needs less than \$1,000,000	Classrooms min. 750 sq. ft., program facility renewal needs less than \$200,000	Classrooms min. 750 sq. ft., specialty rooms min. 900 sq. ft. program facility renewal needs less than \$100,000	Classrooms min. 800 sq. ft., specialty rooms min. 1100 sq. ft. program facility renewal needs less than \$60,000
Adequacy of grounds	Paved and sodded play areas, site renewal needs less than \$1,000,000	Paved and sodded play areas adequate for single recess, site renewal needs less than \$500,000	Paved and sodded play areas adequate for single recess and community use, site renewal needs less than \$100,000	Paved and sodded play areas adequate for single recess and community use, site renewal needs less than \$50,000	Paved and sodded play areas adequate for single recess and community use, site renewal needs less than \$30,000
Accessibility	Barrier free entrance	Barrier free entrance and washroom	Entire building barrier free	Entire building barrier free and special needs equipped (teaching resources, visual and hearing aids & life safety systems, change table, etc)	Entire building barrier free and special needs equipped. Barrier free playground

Health, safety and security	1 school is clean, comfortable and supervised	2 School is clean, comfortable and supervised, visitors effectively controlled, good lines of sight for playground supervision	3 School is clean, comfortable and supervised, visitors effectively controlled, good lines of sight for playground supervision	4 School is clean, comfortable and supervised, visitors effectively controlled, good lines of sight for playground supervision	5 School is clean, comfortable and supervised, removed from pollution and noise, visitors effectively controlled, video surveillance, good lines of sight for playground supervision
Proximity of school to students	70%-85% students bused	55%-70% students bused	40%-55% students bused	25%-40% students bused	Less than 25% of students bused
Adequacy of drop-off and parking	poor	poor/average	average	average/good	good
Adjacent to local parish	Distance greater than 1 mile to parish	Distance less than 1 mile to parish	Walking distance to parish	Parish on adjacent site	Parish on same site

VALUE TO THE SCHOOL BOARD

	1	2	3	4	5
Student outcomes	Lower than provincial average EQAO scores, all subjects	Lower than provincial average EQAO scores, all subjects, high improvement	Higher than provincial average EQAO scores in at least one subject	Higher than provincial average EQAO scores in at least one subject, high improvement	Higher than provincial average EQAO scores, all subjects
Range of course offerings	Ministry curriculum, Catholic values	Ministry curriculum, Catholic values, ESL	Ministry curriculum, Catholic values, ESL, Special Education life skills	Ministry curriculum, Catholic values, ESL, Special Education life skills, instrumental music or broad based technology	Ministry curriculum, Catholic values, ESL, Special Education life skills, instrumental music and broad based technology
Specialized teaching spaces	1 specialized teaching space	More than 1 specialized teaching space	1 specialized teaching space serving other schools	More than 1 specialized teaching space serving other schools	Unique specialized teaching space serving other schools (ie. Cyberquest)
Condition of school	Renewal needs less than 100% of school replacement value	Renewal needs less than 80% of school replacement value	Renewal needs less than 60% of school replacement value	Renewal needs less than 40% of school replacement value	Renewal needs less than 20% of school replacement value
Location of school	70%-85% students bused	55%-70% students bused	40%-55% students bused	25%-40% students bused	Less than 25% of students bused
Only school in community	Closest school less than 1.5 km	Closest school less than 2.5 km	Closest school less than 5 km	Closest school less than 10 km	Closest school more than 10 km
Fiscal and operational factors	Expenditures exceeds administrative and operations grant revenue by less than 60%	Expenditures exceed administrative and operations grant revenue by less than 45%	Expenditures exceed administrative and operations grant revenue by less than 30%	Expenditures exceed administrative and operations grant revenue by less than 15%	Expenditures do not exceed administrative and operations grant revenue

	1	2	3	4	5
Cost to operate the school	Less than \$1200/student	Less than \$1100/student	Less than \$1000/student	Less than \$900/student	Less than \$800/student
Cost of transportation	Less than \$600/student	Less than \$520/student	Less than \$440/student	Less than \$360/student	Less than \$300/student
Availability of alternate space	Surplus space to accommodate full enrollment is available at schools within 1.5 km	Surplus space to accommodate full enrollment is available at schools within 2.5 km	Surplus space to accommodate full enrollment is available at schools within 5 km	Full enrollment can be accommodated through the use of portables at schools within 5 km	Full enrollment can be accommodated through the use of portables at schools within 10 km
Cost of upgrades	Less than \$11,000/student	Less than \$10,000/student	Less than \$9,000/student	Less than \$8,000/student	Less than \$7,000/student
Potential growth in area	More than 10 students in 15 years	More than 50 students in 15 years	More than 100 students in 15 years	More than 150 students in 15 years	More than 200 students in 15 years
Adequacy of site for enrolment	Single recess not possible for school capacity	Adequate for single recess but playground areas are below standard	Single recess possible for school capacity but not for current enrolment	Adequate for single recess but site conditions compromise full use	Adequate for single recess, 40 sq ft/student of asphalt playground, soccer size field
Adjacent to local parish	Distance greater than 1 mile to parish	Distance less than 1 mile to parish	Walking distance to parish	Parish on adjacent site	Parish on same site

VALUE TO THE COMMUNITY

	1	2	3	4	5
Adequacy for community use	Classrooms only	Classrooms and large gathering space	Classrooms and single gymnasium	Double gymnasium, full basketball court	Double gymnasium and stage
Range of program offerings	After school only	Before and after school	Before, after and evenings	Before, after school, evenings and weekends	Before, after school, evenings, weekends and summer months
School grounds	asphalt playground, soccer size field, parking, site renewal needs less than \$1,000,000	asphalt playground, soccer size field, parking, site renewal needs less than \$500,000	asphalt playground, soccer size field, parking, site renewal needs less than \$100,000	asphalt playground, soccer size field, parking, site renewal needs less than \$50,000	asphalt playground, soccer size field, parking, site renewal needs less than \$30,000
School as a partner	1 partnership	2 partnerships	3 partnerships	4 partnerships	Local – national partnerships
Only school in community	Closest school less than 1.5 km	Closest school less than 2.5 km	Closest school less than 5 km	Closest school less than 10 km	Closest school more than 10 km
Provision of daycare	After school	Before and after school	Before and after school; daycare	Before and after school; daycare, including preschool age	Before school, after school, daycare, including preschool age, weekend
Parental involvement	Limited involvement	Moderate involvement	Good level of involvement	Excellent level of involvement	Exception level of involvement and volunteers

VALUE TO THE LOCAL ECONOMY

	1	2	3	4	5
Cooperative education	N/A	N/A	N/A	N/A	N/A
Training opportunities	N/A	N/A	N/A	N/A	N/A
Attracts or retains families	Enrolment projection indicates stability	Enrolment projection indicates average growth of more than 2 students per year	Enrolment projection indicates average growth of more than 4 students per year	Enrolment projection indicates average growth of more than 6 students per year	Enrolment projection indicates average growth of more than 8 students per year
Only school in community	Closest school less than 1.5 km	Closest school less than 2.5 km	Closest school less than 5 km	Closest school less than 10 km	Closest school more than 10 km

St. Catharines ARC School Valuation Scoring

Once the St. Catharines School Valuation Template was scored within the working groups, each sub-committee presented to the full ARC where consensus on individual scores were reached.

The results of the scoring were shared at the 3rd Public Meeting for input and comments.

The information gained through the school valuation template process provided valuable information, insights and knowledge for the committee as it worked towards a range of options and a recommendation for the final report to the Director of Education.

SCHOOL VALUATION TEMPLATE

The following school specific valuation factors are to be applied to each individual school in the group of schools being studied. The evaluation criteria must be identical for every school within the accommodation review. For more specific information on the School Valuation Template, please see Sections 2.4 and 2.5 of the Closure of Schools/Accommodation Review Administrative Guidelines.

DATE: October 29, 2014	ST. CHRISTOPHER					ST. THERESA					
EVALUATION CRITERIA	RATING (0-5)	X	WEIGHT (1, 1.5 or 2)	=	TOTAL	RATING (0-5)	X	WEIGHT (1, 1.5 or 2)	=	TOTAL	
VALUE TO THE STUDENT											
1. Quality of the learning environment at the school	3	X	2	=	6	3	X	2	=	6	
2. Student outcomes at the school	4	X	2	=	8	4	X	2	=	8	
3. Range of course or program offerings	3	X	2	=	6	3	X	2	=	6	
4. Range of co-curricular activities	5	X	2	=	10	5	X	2	=	10	
5. Adequacy of the school's physical space to support student learning	1.5	X	2	=	3	1.5	X	2	=	3	
6. Adequacy of the school's grounds for physical activity	2.5	X	2	=	5	2.5	X	2	=	5	
7. Accessibility of the school for students with disabilities	4	X	2	=	8	4	X	2	=	8	
8. Health, safety and security at the school	4	X	2	=	8	4	X	2	=	8	
9. Proximity of the school to students/length of bus ride to school	4	X	2	=	8	5	X	2	=	10	
10. Adequacy of drop-off and parking facilities	5	X	2	=	10	5	X	2	=	10	
11. Adjacent to the local parish church	3	X	2	=	6	3	X	2	=	6	
St. Christopher Subtotal for Value to the Student					78	St. Theresa Subtotal for Value to the Student					80

SCHOOL VALUATION TEMPLATE

The following school specific valuation factors are to be applied to each individual school in the group of schools being studied. The evaluation criteria must be identical for every school within the accommodation review. For more specific information on the School Valuation Template, please see Sections 2.4 and 2.5 of the Closure of Schools/Accommodation Review Administrative Guidelines.

DATE: October 29, 2014	ST. CHRISTOPHER					ST. THERESA					
EVALUATION CRITERIA	RATING (0-5)	X	WEIGHT (1, 1.5 or 2)	=	TOTAL	RATING (0-5)	X	WEIGHT (1, 1.5 or 2)	=	TOTAL	
VALUE TO THE SCHOOL BOARD											
1. Student outcomes at the school	4	X	1	=	4	4	X	1	=	4	
2. Range of course or program offerings	3	X	1	=	3	3	X	1	=	3	
3. Availability of specialized teaching spaces	2	X	1	=	2	2	X	1	=	2	
4. Condition of school	4	X	1	=	4	4	X	1	=	4	
5. Location of school	5	X	1	=	5	5	X	1	=	5	
6. Value of the school if it is the only school within the community	2	X	1	=	2	2	X	1	=	2	
7. Fiscal and operational factors	4	X	1	=	4	1	X	1	=	1	
8. Cost to operate the school	5	X	1	=	5	1	X	1	=	1	
9. Cost of transportation	5	X	1	=	5	1.5	X	1	=	1.5	
10. Availability of surplus space in adjacent schools	5	X	1	=	5	3	X	1	=	3	
11. Cost of upgrades to the facility so that it can meet student learning	5	X	1	=	5	2	X	1	=	2	
12. Potential growth in the immediate area	3	X	1	=	3	1	X	1	=	1	
13. Adequacy of school site for enrolment	5	X	1	=	5	5	X	1	=	5	
14. Adjacent to the local parish church	3	X	1	=	3	3	X	1	=	3	
St. Christopher Subtotal for Value to the Student					55	St. Theresa Subtotal for Value to the Student					37.5

SCHOOL VALUATION TEMPLATE

The following school specific valuation factors are to be applied to each individual school in the group of schools being studied. The evaluation criteria must be identical for every school within the accommodation review. For more specific information on the School Valuation Template, please see Sections 2.4 and 2.5 of the Closure of Schools/Accommodation Review Administrative Guidelines.

DATE: October 29, 2014	ST. CHRISTOPHER					ST. THERESA					
EVALUATION CRITERIA	RATING (0-5)	X	WEIGHT (1, 1.5 or 2)	=	TOTAL	RATING (0-5)	X	WEIGHT (1, 1.5 or 2)	=	TOTAL	
VALUE TO THE COMMUNITY											
1. Adequacy of facility for community use	3.5	X	1	=	3.5	3.5	X	1	=	3.5	
2. Range of program offerings at the school that serve both students and community members (e.g. adult ESL)	3	X	1	=	3	3	X	1	=	3	
3. School grounds as green space and/or available for community and recreational use	2	X	1	=	2	2	X	1	=	2	
4. School as a partner in local initiatives in the community (e.g. sharing of sportsfields)	1	X	1	=	1	2	X	1	=	2	
5. Value of the school if it is the only school within the community	2	X	1	=	2	2	X	1	=	2	
6. Provision of daycare, before and after school daycare programs and Early Years Centres	0	X	1	=	0	0	X	1	=	0	
7. Parental involvement	4	X	1	=	4	4	X	1	=	4	
St. Christopher Subtotal for Value to the Student					15.5	St. Theresa Subtotal for Value to the Student					16.5

SCHOOL VALUATION TEMPLATE

The following school specific valuation factors are to be applied to each individual school in the group of schools being studied. The evaluation criteria must be identical for every school within the accommodation review. For more specific information on the School Valuation Template, please see Sections 2.4 and 2.5 of the Closure of Schools/Accommodation Review Administrative Guidelines.

DATE: October 29, 2014	ST. CHRISTOPHER					ST. THERESA					
EVALUATION CRITERIA	RATING (0-5)	X	WEIGHT (1, 1.5 or 2)	=	TOTAL	RATING (0-5)	X	WEIGHT (1, 1.5 or 2)	=	TOTAL	
VALUE TO THE LOCAL ECONOMY											
1. Availability of cooperative education (Secondary Only)	0	X	1	=	0	0	X	1	=	0	
2. Availability of training opportunities or partnerships with business	0	X	1	=	0	0	X	1	=	0	
3. Attracts or retains families in the community	5	X	1	=	5	1	X	1	=	1	
4. Value of the school if it is the only school within the community	2	X	1	=	2	2	X	1	=	0	
St. Christopher Subtotal for Value to the Student					7	St. Theresa Subtotal for Value to the Student					3
ST. CHRISTOPHER CATHOLIC GRAND TOTAL					155.5	ST. THERESA CATHOLIC GRAND TOTAL					137

School Information and Enrolment Data

Through the coordinated efforts of Scott Whitwell, Controller of Facilities Services and Kathy Levinski, Manager of Facilities Services for Niagara Catholic, each member of the St. Catharines ARC committee was provided with a St. Catharines ARC Resource Binder which contained a wealth of information on each school's Physical Plant and Enrolment Demographics. The information provided was used (a) to complete the School Valuation Template for each school; (b) in all discussions on the potential range of options recommended; and (c) for the final recommendations within this report. Utilizing the information within the Resource Binders, the ARC was in full compliance with Section 2.6 of Board Policy 701.2.

ACCOMMODATION DATA & SUMMARY CHART

ST. CHRISTOPHER AND ST. THERESA CATHOLIC ELEMENTARY SCHOOLS

CRITERIA	ST. CHRISTOPHER	ST. THERESA	MINISTRY BENCHMARK
Year Built:	1955 8,052 sq.ft.	1971 22,437 sq.ft.	
Additions:	1998 12,368 sq.ft.	1991 1,824 sq.ft.	
No. of Stories:	1 Storey	1 Storey	
Accessible:	Yes	Yes	
Floor Area in sq ft:	20,420	24,261	
Floor Area in sq m:	1,897	2,254	
On the Ground Capacity:	190	222	
Total Pupils:	217	157	
Square feet/pupil:	107.47	109.28	125.83 sq.ft./pupil
Square meter/pupil:	9.98	10.15	11.69 sq.m/pupil
Utilization:	114%	71%	
Number of Portables:	2	0	
Parking Spaces:	44, 1 HC	27, 1 HC	
Facilities on Site:	Soccer Field Yes Baseball Diamond No Creative Play Structure Yes	Soccer Field Yes Baseball Diamond No Creative Play Structure Yes	
Adjacent Facilities:	None	Lion Dunc Pool, Community Park, Merritton Community Centre, Centennial Arena	
Slope/Grade:	Flat	Flat	
Availability of Specialized Teaching Spaces:	6 average sized classrooms 2 specialized classrooms	7 average sized classrooms 2 specialized classrooms	Average = 64-78 sq m Specialized = 84 sq m
Ventilation:	62%	90%	
Air Conditioning:	2%	0%	
Operations & Admin costs in 11-12 per Pupil (ADE):	\$787.43	\$1,128.69	
Expenditures as % of grant:	108%	155%	
Cost of renewal needs - Building	\$1,102,000	\$1,449,852	
Cost of renewal needs – Site	\$206,000	\$125,000	
Total cost of renewal	\$1,308,000	\$1,574,852	
Cost of renewal needs per pupil:	\$ 6,082	\$10,031	
Percentage of Replacement Value:	24%	31%	
Cost for Replacement School (building only):	\$5,340,618	\$5,125,048	
Site Size in Acres:	6.3	5.61	5 acres
Site Size in Hectares:	2.55	2.7	1.67 hectares
Paved Play Area in sq ft:	15,420	17,224	40 sq ft/pupil
Paved Play Area in sq m:	1,433	1,600	3.7 sq m/pupil
Closest School:	St. Theresa	St. Christopher	
Distance in Miles:	1.12	1.12	
Distance in Kilometres:	1.80	1.80	
Utilization:	71%	114%	
Surrounding Land Uses:	Residential	Residential	
Local Parish Name:	St. Thomas Aquinas	St. Patrick	
Address:	316 Queenston Street	31 Chestnut Street East	
Distance in Miles:	0.93	0.81	
Distance in Kilometres:	1.50	1.30	
No. of Students Transported	57	37	
% of School Transported	26%	24%	
Length of bus ride	Less than 30 minutes	Less than 30 minutes	
Estimated annual cost per pupil	\$279	\$528	

Range of Options and Recommendation

As mandated by the Ministry of Education and Board Policy 701.2, the St. Catharines ARC was able to provide a wide range of options for consideration. The range of options was presented to the public at two (2) sessions, December 5th, 2013 and January 30th, 2014 for consultation and feedback.

Six (6) options and the unanimous recommendation of the ARC was presented at the January 30th, 2014 Public Meeting # 4 prior to the ARC deciding on the final range of options and recommendation to present to the Director of Education in the ARC report.

Each option presented at the December 5th, 2013 and the January 30th, 2014 Public Meetings followed an identical slide presentation format;

- a) Option
- b) Enrolment impact on other schools and the reduction in surplus space in St. Catharines
- c) Benefits, challenges and the impact on the points listed in Section 2.6 of Policy 701.2

Each of the six (6) range of options; the enrolment impact, benefits / challenges and section 2.6 factors are provided in the Options Tab of the St. Catharines ARC Resource Binder.

Summary Range of Options

Based on committee discussions and community input following the January 30th, 2014 Public Meeting, the following are the six (6) Range of Options as considered by the ARC.

1. Status Quo
2. Boundary Change and a small addition to St. Christopher Catholic
3. Close St. Theresa Catholic, large addition to St. Christopher Catholic
4. Close St. Christopher Catholic, large addition to St. Theresa Catholic
5. School Reorganization: St. Theresa Catholic ELKP – Grade 3 and St. Christopher Catholic Grade 4 - 8
6. Close St. Christopher Catholic and St. Theresa Catholic, Build a New School

Draft Recommendation

At the January 30th, 2014 Working Committee Meeting, it was the unanimous decision of the members of the St. Catharines Accommodation Review Committee to present the following recommendation to the Director of Education and to include the recommendation with the Range of Options as part of the presentation of the draft St. Catharines ARC School Valuation Report for public consultation at the fourth (4th) Public meeting on January 30th, 2014.

“THAT the St. Catharines Accommodation Review Committee (ARC) recommends to the Director of Education for the Niagara Catholic District School Board that a boundary change to St. Christopher Catholic Elementary School and St. Theresa Catholic Elementary School take place not prior to the Ministry of Education approval for:

1. an addition to St. Christopher Catholic Elementary School AND
2. facility renewal needs required to accommodate enrolment at St. Theresa Catholic Elementary School.”

Final Report, Range of Options and Recommendation

Following five months of open and honest dialogue and debate, intense discussions and a transparent public consultation process, the St. Catharines Accommodation Review Committee agreed at its January 30th, 2014 meeting on the Range of Options as presented on Page 30 of this report and a final Recommendation to the Director of Education as noted below;

RECOMMENDATION

“That a boundary change to St. Christopher Catholic Elementary School and St. Theresa Catholic Elementary School take place not prior to the Ministry of Education approval for:

- 1. an addition to St. Christopher Catholic Elementary School AND**
- 2. facility renewal needs required to accommodate enrolment at St. Theresa Catholic Elementary School.”**

Summary

Following the January 30th, 2014 public presentation of the draft St. Catharines ARC Report, a final copy of the printed St. Catharines ARC Report was circulated electronically to all members of the ARC for review, edit and comments.

While the minutes of all working and public meetings verified that the St. Catharines ARC was in compliance with Ministry of Education *Pupil Accommodation Review Guidelines* and Board Policy 701.2 requirements, all members of the St. Catharines ARC acknowledged it was not an easy task to reach consensus to recommend the consolidation of any school given its distressing impact on a particular neighbourhood. The committee worked co-operatively to reach the recommended option. All members of the St. Catharines ARC voted and were unified in keeping Catholic education strong and viable and agreed that a decision had to be made for the long term viability of Catholic Education in St. Catharines.

Each member of the St. Catharines ARC must be commended on their dedication, commitment and participation throughout the process and fulfilling each of its Terms of References along with Ministry of Education Guidelines and Board Policy. In particular, the focus on speaking for both schools as “our schools”; enhancing the current and long term excellence in Catholic education for all students in Niagara Catholic in general and St. Catharines in particular and achieving the six (6) goals of the final report;

1. Continue to provide excellence in Catholic education
2. Continue to provide the highest quality of learning opportunities for all students
3. Provide the best range of options / recommendations for consideration
4. Ensure efficient use of system resources and facilities
5. Provide long-term accommodation recommendations
6. Provide recommendations for revised attendance boundaries if required.



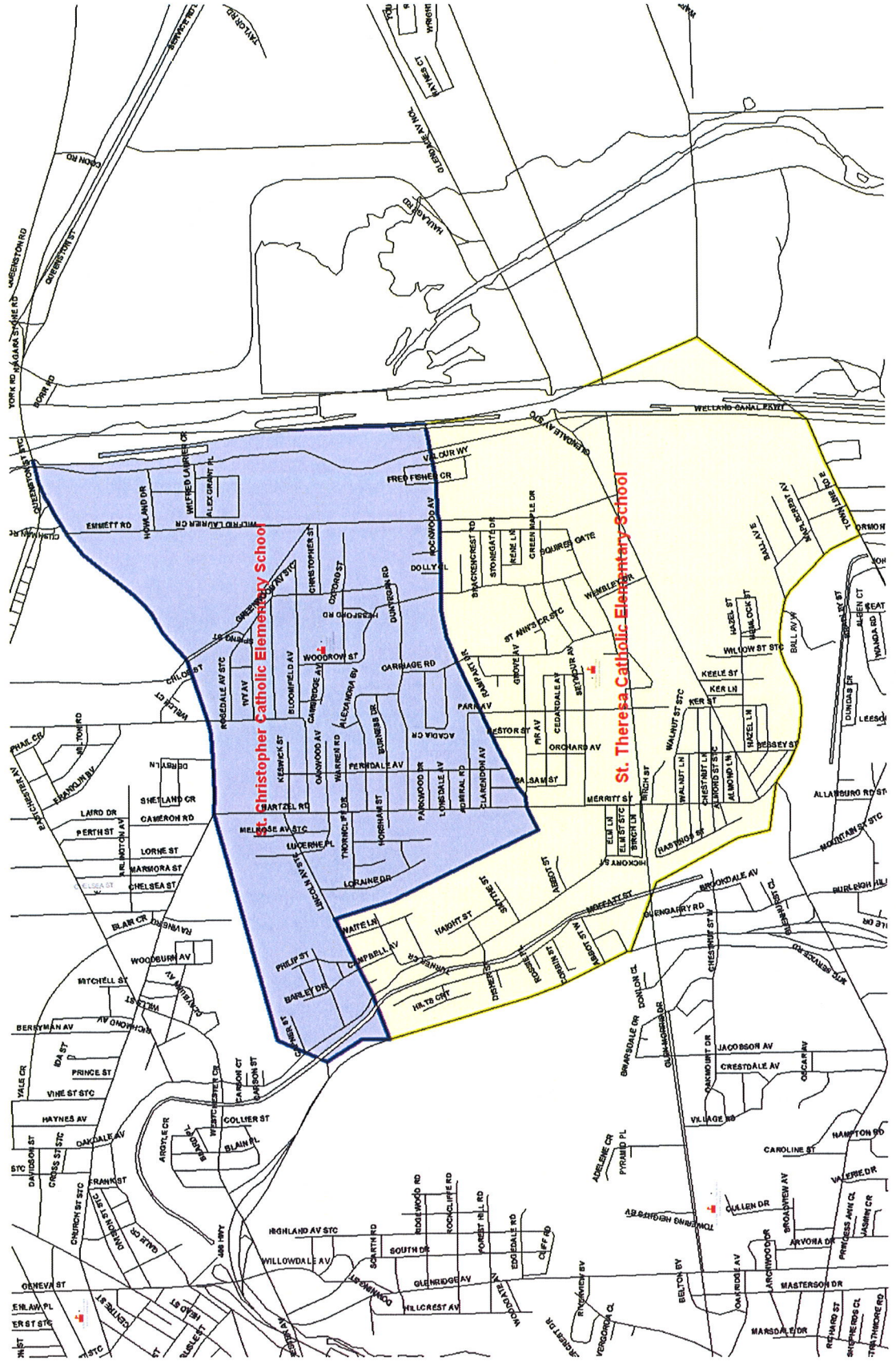
NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

APPENDIX C

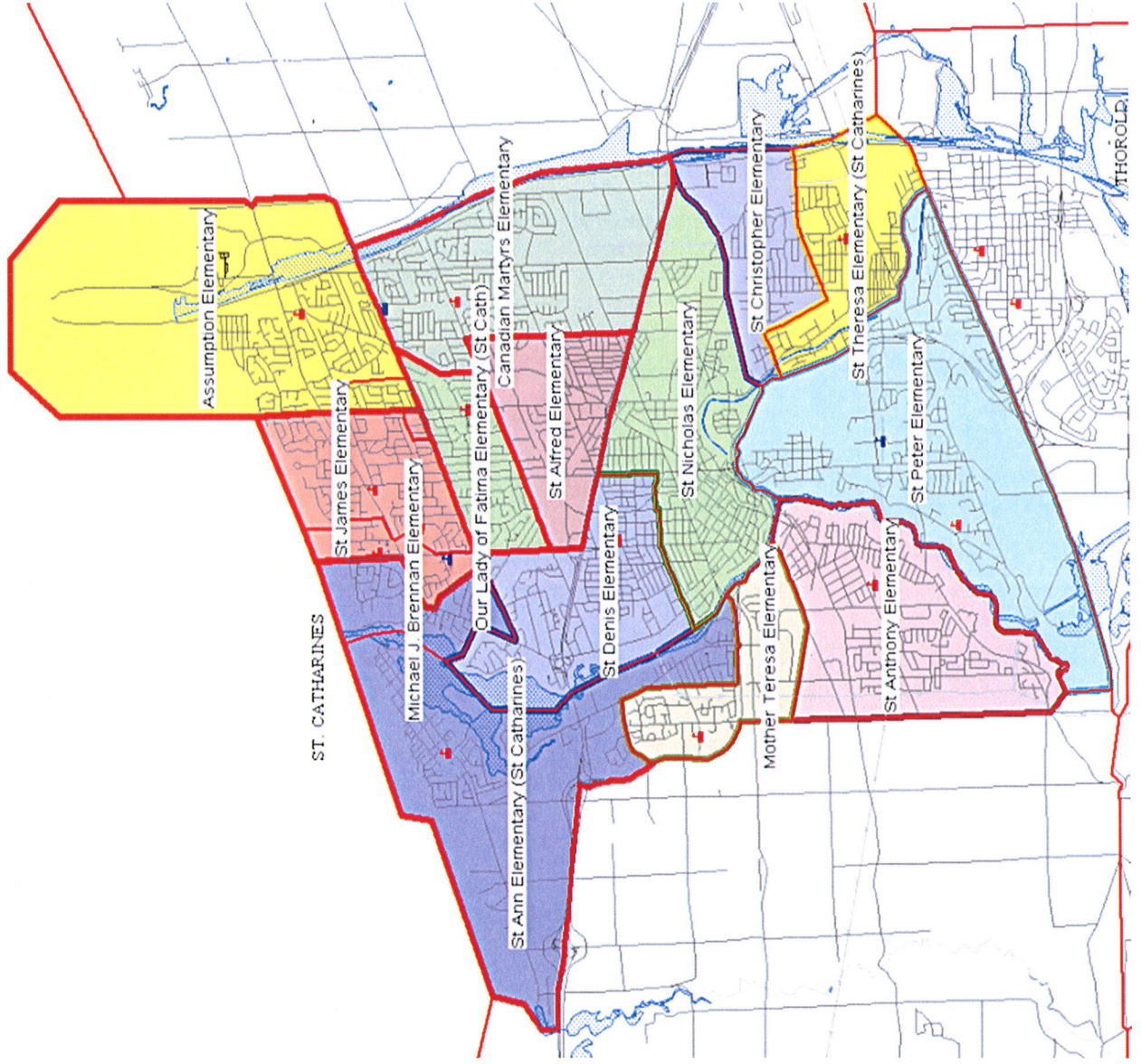
PUPIL ACCOMMODATION REVIEW FOR ST. CHRISTOPHER-ST. THERESA CATHOLIC ELEMENTARY SCHOOLS
SCHEDULE 2014

Meeting	Expectation	Date Restrictions	Proposed Date
Submission of ARC School Valuation Report	Not earlier than 90 days after the beginning of ARC's first public meeting.* Mandated by EDU	No earlier than January 24, 2014	No later than February 28, 2014
Director sets dates for Board meeting for public input, and for Board meeting to decide accommodation	As scheduled by the Director		February 11, 2014 CW February 25, 2014 Board
Notice of Board Meeting for Public Input	A minimum of two weeks' notice of the Public Meeting	No later than March 2, 2014	February 28, 2014
Staff's Report and recommendations			March 4, 2014
Board Meeting for Public Input	Denis Morris Catholic High School 7:00 p.m.		March 25, 2014
Staff's follow-up report on accommodation	Next regularly scheduled Board meeting through CW		April 8, 2014
Notice of Board Meeting to decide accommodation		After the ARC submits its Accommodation Report to the Director, there must be no less than sixty (60) calendar days' notice prior to the meeting where the Board will vote on the recommendations	No later than March 5, 2014 if voting on May 13, 2014 - CW No later than March 28, 2014 if voting on May 27, 2014 - Board
Board Meeting to decide accommodation	At regularly scheduled meeting which will not occur sooner than 60 days after the submission of the Accommodation Report - Mandated by EDU	May 8 th is 60 days if report submitted no later than Feb. 28 May 13 CW May 27, 2014 - Board	May 13, 2014 - CW May 27, 2014 - Board
Notice of decision on accommodation	Within one week of decision		June 3, 2014

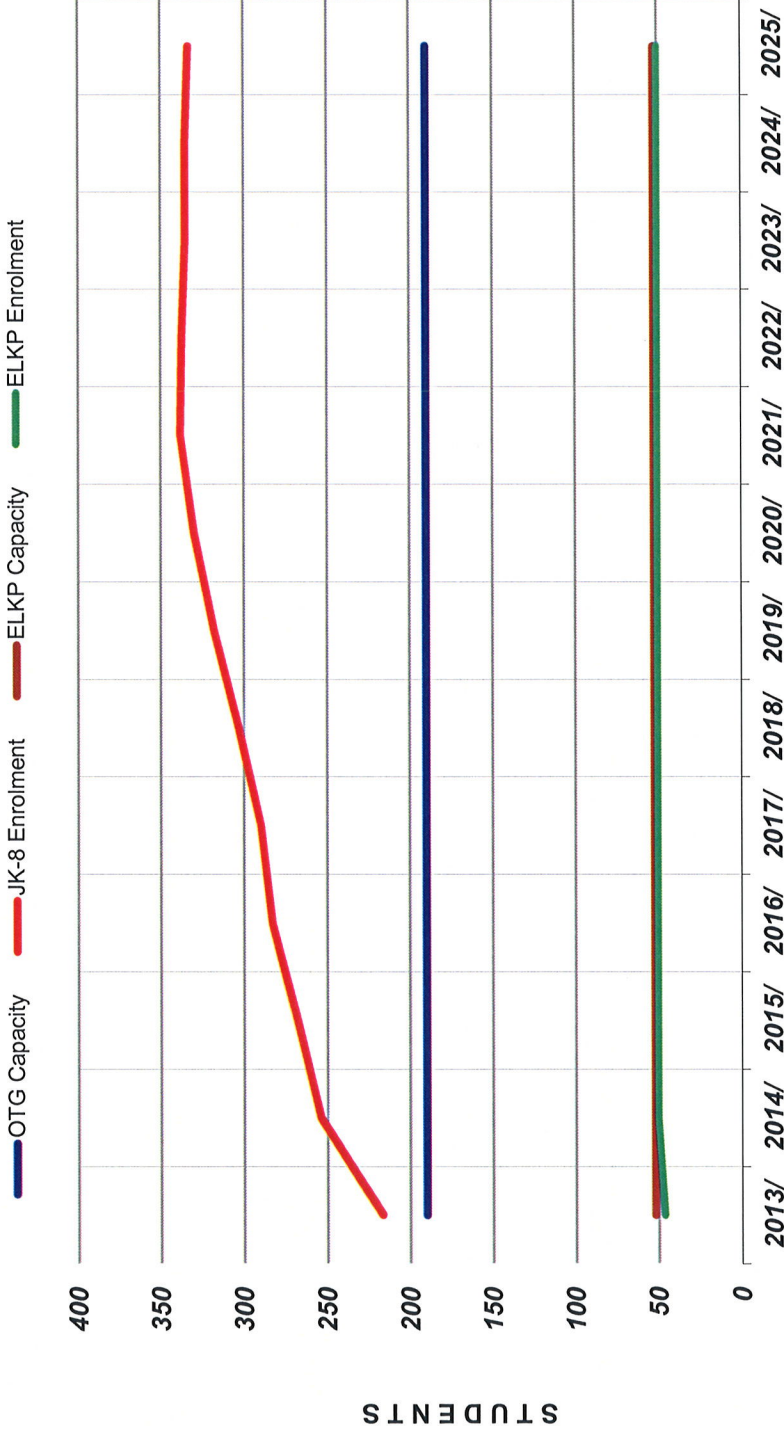
ST. CATHARINES ACCOMMODATION REVIEW
STUDY AREA



ST. CATHARINES SCHOOL LOCATION AND BOUNDARY MAP



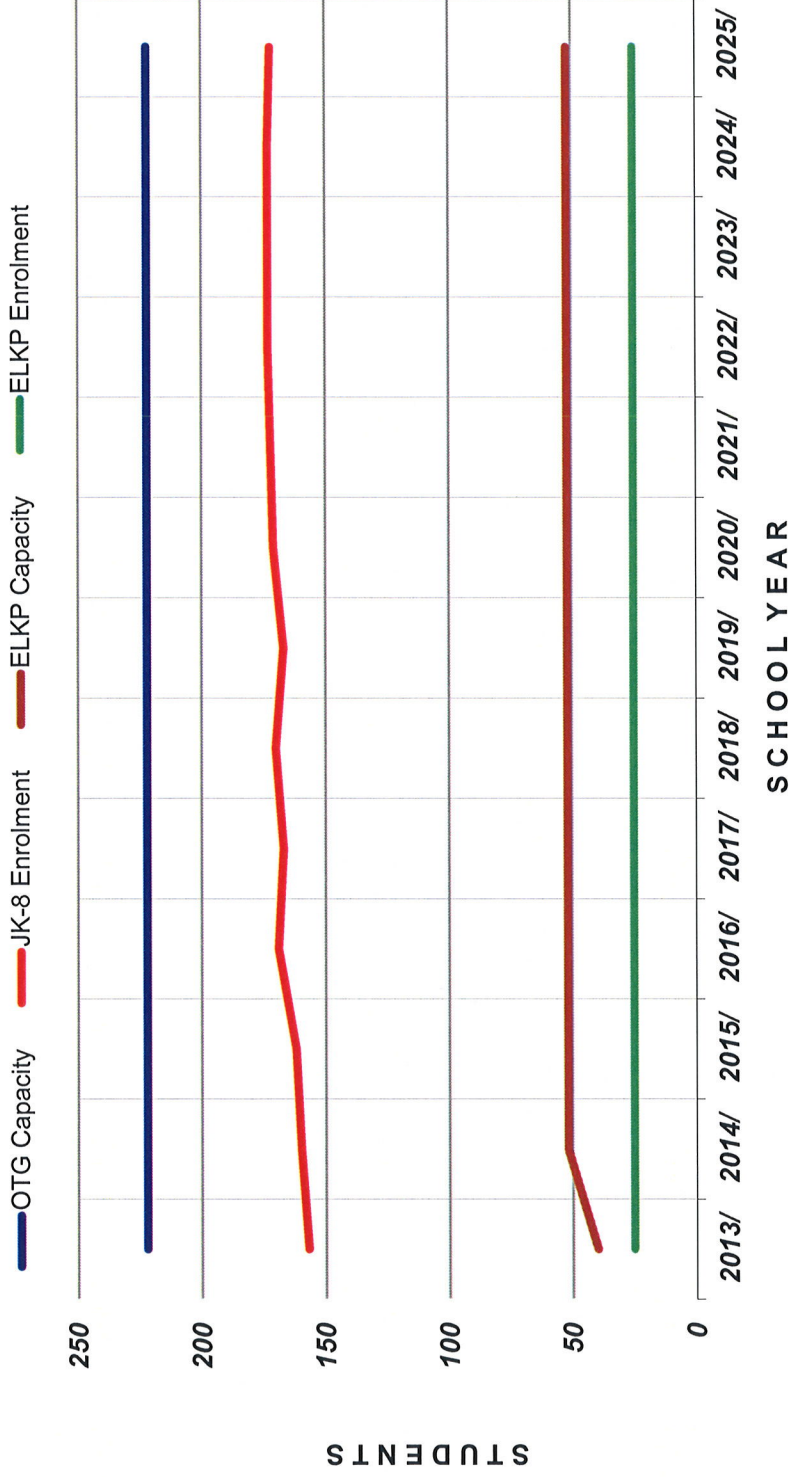
ST CHRISTOPHER ENROLMENT PROJECTION



SCHOOL YEAR

	2013/ 2014	2014/ 2015	2015/ 2016	2016/ 2017	2017/ 2018	2018/ 2019	2019/ 2020	2020/ 2021	2021/ 2022	2022/ 2023	2023/ 2024	2024/ 2025	2025/ 2026
St. Christopher													
OTG Capacity	190	190	190	190	190	190	190	190	190	190	190	190	190
JK-8 Enrolment	217	254	268	283	290	303	318	330	338	337	335	335	333
ELKP Capacity	52	52	52	52	52	52	52	52	52	52	52	52	52
ELKP Enrolment	46	50	50	50	50	50	50	50	50	50	50	50	50
JK-8 Surplus Space	-27	-64	-78	-93	-100	-113	-128	-140	-148	-147	-145	-145	-143

ST THERESA ENROLMENT PROJECTION



St. Theresa	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026
OTG Capacity	222	222	222	222	222	222	222	222	222	222	222	222	222
JK-8 Enrolment	157	160	162	169	167	170	167	171	172	173	173	173	172
ELKP Capacity	40	52	52	52	52	52	52	52	52	52	52	52	52
ELKP Enrolment	25	25	25	25	25	25	25	25	25	25	25	25	25
JK-8 Surplus Space	65	62	60	53	55	52	55	51	50	49	49	49	50



ACCOMMODATION DATA & SUMMARY CHART
ST. CHRISTOPHER AND ST. THERESA CATHOLIC ELEMENTARY SCHOOLS

CRITERIA	ST. CHRISTOPHER	ST. THERESA	MINISTRY BENCHMARK
Year Built:	1955 8,052 sq.ft.	1971 22,437 sq.ft.	
Additions:	1998 12,368 sq.ft.	1991 1,824 sq.ft.	
No. of Stories:	1 Storey	1 Storey	
Accessible:	Yes	Yes	
Floor Area in sq ft:	20,420	24,261	
Floor Area in sq m:	1,897	2,254	
On the Ground Capacity:	190	222	
Total Pupils:	217	157	
Square feet/pupil:	107.47	109.28	125.83 sq.ft./pupil
Square meter/pupil:	9.98	10.15	11.69 sq.m/pupil
Utilization:	114%	71%	
Number of Portables:	2	0	
Parking Spaces:	44, 1 HC	27, 1 HC	
Facilities on Site:	Soccer Field Yes	Soccer Field Yes	
	Baseball Diamond No	Baseball Diamond No	
	Creative Play Structure Yes	Creative Play Structure Yes	
Adjacent Facilities:	None	Lion Dunc Pool, Community Park, Merriton Community Centre, Centennial Arena	
Slope/Grade:	Flat	Flat	
Availability of Specialized Teaching Spaces:	6 average sized classrooms	7 average sized classrooms	Average = 64-78 sq m
	2 specialized classrooms	2 specialized classrooms	Specialized = 84 sq m
Ventilation:	62%	90%	
Air Conditioning:	2%	0%	
Operations & Admin costs in 11-12 per Pupil (ADE):	\$787.43	\$1,128.69	
Expenditures as % of grant:	108%	155%	
Cost of renewal needs - Building	\$1,102,000	\$1,449,852	
Cost of renewal needs – Site	\$206,000	\$125,000	
Total cost of renewal	\$1,308,000	\$1,574,852	
Cost of renewal needs per pupil:	\$ 6,082	\$10,031	
Percentage of Replacement Value:	24%	31%	
Cost for Replacement School (building only):	\$5,340,618	\$5,125,048	
Site Size in Acres:	6.3	5.61	5 acres
Site Size in Hectares:	2.55	2.7	1.67 hectares
Paved Play Area in sq ft:	15,420	17,224	40 sq ft/pupil
Paved Play Area in sq m:	1,433	1,600	3.7 sq m/pupil
Closest School:	St. Theresa	St. Christopher	
Distance in Miles:	1.12	1.12	
Distance in Kilometres:	1.80	1.80	
Utilization:	71%	114%	
Surrounding Land Uses:	Residential	Residential	
Local Parish Name:	St. Thomas Aquinas	St. Patrick	
Address:	316 Queenston Street	31 Chestnut Street East	
Distance in Miles:	0.93	0.81	
Distance in Kilometres:	1.50	1.30	
No. of Students Transported	57	37	
% of School Transported	26%	24%	
Length of bus ride	Less than 30 minutes	Less than 30 minutes	
Estimated annual cost per pupil	\$279	\$528	

**BENEFITS & CHALLENGES
FINANCIAL IMPACT/CAPITAL COSTS OF RECOMMENDATION**

Benefits	<ul style="list-style-type: none"> • Reduction in surplus spaces • Small addition required at St. Christopher Catholic • No school closure required 		
Challenges	<ul style="list-style-type: none"> • Renewal needs remain unchanged • Increased bussing costs 		
	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%; text-align: center;">St. Christopher Catholic Elementary</td> <td style="width:50%; text-align: center;">St. Theresa Catholic Elementary</td> </tr> </table>	St. Christopher Catholic Elementary	St. Theresa Catholic Elementary
St. Christopher Catholic Elementary	St. Theresa Catholic Elementary		
Implications for Programs for students			
Effects of Consolidation			
Financial Effects of Consolidation or Not Consolidating	<ul style="list-style-type: none"> • Renewal Costs: \$1,308,000 • Operating Costs: \$167,044/annually <ul style="list-style-type: none"> • Renewal Costs: \$1,574,852 • Operating Costs: \$178,249/annually 		
Revenue Implications			
Expected Savings	<ul style="list-style-type: none"> • Operating costs anticipated to meet Ministry Benchmarks 		
Additional Expenditures	<ul style="list-style-type: none"> • Cost for classroom addition approximately \$2,000,000 • Cost to retrofit \$1,071,000 for additional students • Slight increase in bussing costs 		
Other	<ul style="list-style-type: none"> • School at capacity • School at capacity 		

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE MEETING
MARCH 4, 2014**

PUBLIC SESSION

TOPIC: CAPITAL PROJECTS PROGRESS REPORT UPDATE

The Capital Projects Progress Report Update is presented for information.

Prepared by: Scott Whitwell, Controller of Facilities Services
Presented by: Scott Whitwell, Controller of Facilities Services
Approved by: John Crocco, Director of Education/Secretary-Treasurer
Date: March 4, 2014



**REPORT TO THE COMMITTEE OF THE WHOLE MEETING
TUESDAY, MARCH 4, 2014
CAPITAL PROJECTS PROGRESS REPORT UPDATE**

BACKGROUND INFORMATION

Individual progress reports for capital projects are presented as follows:

In Progress

ELKP PHASE 5

Appendix A	Canadian Martyrs Catholic Elementary School
Appendix B	Loretto Catholic Elementary School
Appendix C	St. John Bosco Catholic Elementary School

SECONDARY

Appendix D	Saint Michael Catholic High School
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NEW BUILD

Appendix E	St. Martin Catholic Elementary School
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CAPITAL PRIORITIES

Appendix F	Lakeshore Catholic High School
Appendix G	St. James Catholic Elementary School
Appendix H	Our Lady of Mount Carmel Catholic Elementary School

The Capital Projects Progress Report Update is presented for information.

Prepared by:	Scott Whitwell, Controller of Facilities Services
Presented by:	Scott Whitwell, Controller of Facilities Services
Approved by:	John Crocco, Director of Education/Secretary-Treasurer
Date:	March 4, 2014



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
MARCH 4, 2014**

APPENDIX A

CANADIAN MARTYRS CATHOLIC ELEMENTARY SCHOOL

Scope of Project: Design and construction of a library addition and renovation of the existing library to be 2 new ELKP classrooms.

Current Status: Approval to Proceed received from Ministry of Education.

Project Information:

New Area to be Constructed	162	sq. m.
Existing Area to be Renovated	481	sq. m.
Total New Facility Area	3825	sq. m.
Total Site Area	3.193	ha.
Pupil Places Added	52	students
New Facility Capacity		students



Project Funding:

FDK Grant	959,850
Facilities Renewal	33,834
	\$993,684

Project Costs:

	Budget	Paid	Forecast
Construction Contract			
Fees & Disbursements		77,688	
Furniture & Equipment		3,818	
Other Project Costs		12,305	
	\$993,684	\$93,811	\$

Project Timelines:

	<u>Scheduled Completion</u>	<u>Actual Completion</u>
Funding Approval	June 2012	June 2012
Architect Selection	June 2013	June 25, 2013
Design Development	October 2013	October 18, 2013
Contract Documents	November 2013	November 12, 2013
Tender & Approvals	December 2013	
Construction	August 2014	
Occupancy	September 2014	
Official Opening & Blessing	October 2014	

Project Team:

Architect	Grguric Architects Incorporated
General Contractor	
Project Manager	Tunde Labbancz
Superintendent	Ted Farrell
Principal	Alan Creelman



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
MARCH 4, 2014**

APPENDIX B

LORETTO CATHOLIC ELEMENTARY SCHOOL

Scope of Project: Construction of a two classroom addition and renovation of the existing 3 classrooms to be 2 new ELKP classrooms.

Current Status: Approval to Proceed received by Ministry of Education.



Project Information:

New Area to be Constructed	199	sq. m.
Existing Area to be Renovated	228	sq. m.
Total New Facility Area	7689	sq. m.
Total Site Area	6.070	ha.
Pupil Places Added	29	students
New Facility Capacity		students

Project Funding:

FDK Grant	959,850
Facilities Renewal	0
	<u>\$959,850</u>

Project Costs:

Construction Contract	0
Fees & Disbursements	67,797
Furniture & Equipment	0
Other Project Costs	35,755

	Budget	Paid	Forecast
	<u>\$959,850</u>	<u>\$103,552</u>	\$

Project Timelines:

	<u>Scheduled Completion</u>	<u>Actual Completion</u>
Funding Approval	June 2012	June 2012
Architect Selection	June 2013	June 28, 2013
Design Development	October 2013	October 28, 2013
Contract Documents	November 2013	November 19, 2013
Tender & Approvals	December 2013	
Construction	August 2014	
Occupancy	September 2014	
Official Opening & Blessing	October 2014	

Project Team:

Architect	Quartek Group Inc.
General Contractor	
Project Manager	Tunde Labbancz
Superintendent	Mark Lefebvre
Principal	Anthony Cardamone



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
MARCH 4, 2014**

APPENDIX C

ST. JOHN BOSCO CATHOLIC ELEMENTARY SCHOOL

Scope of Project: Construction of a new classroom addition and renovation of existing classroom into a new ELKP classroom.

Current Status: Approval to proceed received from Ministry of Education.



Project Information:

New Area to be Constructed	122.3	sq. m.
Existing Area to be Renovated	109.1	sq. m.
Total New Facility Area	2181.1	sq. m.
Total Site Area	4.452	ha.
Pupil Places Added	29	students
New Facility Capacity		students

Project Funding:

FDK Grant	479,925
Facilities Renewal	121,933
	\$601,858

Project Costs:

Construction Contract	
Fees & Disbursements	
Furniture & Equipment	
Other Project Costs	

Budget	Paid	Forecast
	0	
	34,768	
	0	
	8,378	
\$601,858	\$43,146	\$

Project Timelines:

	<u>Scheduled Completion</u>	<u>Actual Completion</u>
Funding Approval	June 2012	June 2012
Architect Selection	June 2013	June 28, 2013
Design Development	October 2013	October 16, 2013
Contract Documents	November 2013	November 5, 2013
Tender & Approvals	December 2013	
Construction	August 2014	
Occupancy	September 2014	
Official Opening & Blessing	October 2014	

Project Team:

Architect	MacDonald Zuberec Ensslen Architects Inc.
General Contractor	
Project Manager	Tunde Labbanicz
Superintendent	Lee Ann Forsyth-Sells
Principal	Theo Dagenais



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
MARCH 4, 2014**

APPENDIX D

SAINT MICHAEL CATHOLIC HIGH SCHOOL

Scope of Project:

Design and construction of a ten classroom addition.

Current Status: New asphalt parking area/bus loading zone in front of school was completed for start of September classes. Footing/foundation completed. Walls for new addition are well underway. Wet, snow and extreme cold weather is slowing construction. Several more days have been lost in January 2014.



Project Information:

New Area to be Constructed	16,380	sq. ft.
Existing Area to be Renovated		sq. ft.
Total New Facility Area	119,868	sq. ft.
Total Site Area	15.8	acres
Pupil Places Added	210	students
New Facility Capacity	1,017	students

Project Funding:

Capital Priorities	5,527,880
Facilities Renewal	639,105
	<hr/>
	\$6,166,985

Project Costs:

	Budget	Paid	Forecast
Construction Contract	4,999,428	1,566,241	4,999,428
Fees & Disbursements	544,037	428,460	544,037
Furniture & Equipment	204,820	0	204,820
Other Project Costs	418,700	51,093	418,700
	<hr/>		
	\$6,166,985	\$2,045,794	\$6,166,985

Project Timelines:

	<u>Scheduled Completion</u>	<u>Actual Completion</u>
Funding Approval	July 7, 2011	July 7, 2011
Ministry Approval (space)	December 2011	March 9, 2012
Architect Selection	January 30, 2012	March 22, 2012
Design Development	March 2012	October 2012
Contract Documents	May 2013	May 2013
Tender	June 2013	June 2013
Ministry Approval (cost)	June 2013	May 2013
Construction	August 2014	
Occupancy	September 2014	
Official Opening & Blessing		

Project Team:

Architect	Raimondo + Associates Architects Inc.
General Contractor	Brouwer Construction
Project Manager	Anthony Ferrara
Superintendent	Mark Lefebvre
Principal	James Whittard



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
MARCH 4, 2014**

APPENDIX E

ST. MARTIN CATHOLIC ELEMENTARY SCHOOL

Scope of Project:

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

Current Status:

Estimated construction completion date is March 2015. Site Plan application has been made to Township. Approval to Proceed to tender received from Ministry of Education.



Project Information:

New Area to be Constructed	47,443	sq. ft.
Existing Area to be Renovated		sq. ft.
Total New Facility Area	47,443	sq. ft.
Total Site Area	5	acres
Pupil Places Added	115	students
New Facility Capacity	454	students

Project Funding:

Capital Priorities	9,430,364
	\$9,430,364

Project Costs:

	Budget	Paid	Forecast
Construction Contract	7,479,925	0	7,479,925
Fees & Disbursements	900,000	471,285	900,000
Furniture & Equipment	100,000	0	100,000
Other Project Costs	950,439	134,776	950,439
	\$9,430,364	\$606,061	\$9,430,364

Project Timelines:

	<u>Scheduled Completion</u>	<u>Actual Completion</u>
Funding Approval	July 7, 2011	July 7, 2011
Ministry Approval (space)	December 2011	February 14, 2012
Architect Selection	January 30, 2012	March 22, 2012
Design Development	March 2012	October 2013
Contract Documents	January 2014	
Tender & Approvals	February 2014	
Ministry Approval (cost)	February 2014	
Construction	March 2015	
Occupancy	March 2015	
Official Opening & Blessing	TBD	

Project Team:

Architect	MMMC Inc. Architects
General Contractor	TBD
Project Manager	Anthony Ferrara
Superintendent	Yolanda Baldasaro
Principal	Chris Zanuttini



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
MARCH 4, 2014**

APPENDIX F

LAKESHORE CATHOLIC HIGH SCHOOL

Scope of Project: Design and construction of a 10 classroom addition.

Current Status: Submittal for site plan approval targeted for February or March 2014.



Project Information:

New Area to be Constructed	sq. ft.
Existing Area to be Renovated	sq. ft.
Total New Facility Area	sq. ft.
Total Site Area	acres
Pupil Places Added	students
New Facility Capacity	students

Project Funding:

Capital Priorities	5,501,722
	<u>0</u>
	\$5,501,722

Project Costs:

Construction Contract	0
Fees & Disbursements	38,856
Furniture & Equipment	0
Other Project Costs	735

Budget	Paid	Forecast
	0	
	38,856	
	0	
	735	
\$5,501,722	\$39,591	\$

Project Timelines:

	Scheduled Completion	Actual Completion
Funding Approval	January 2013	January 2013
Architect Selection	May 2013	May 2013
Design Development	November 2013	December 2013
Contract Documents		
Tender & Approvals		
Construction		
Occupancy		
Official Opening & Blessing		

Project Team:

Architect	Raimondo + Associates Architects Inc.
General Contractor	
Project Manager	Tunde Labbanicz
Superintendent	Lee Ann Forsyth-Sells
Principal	Glenn Gifford



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
MARCH 4, 2014**

APPENDIX G

ST. JAMES CATHOLIC ELEMENTARY SCHOOL

Scope of Project: Construction of 2 new ELKP rooms, one classroom and renovations to Staff Room and Administration Area.



Current Status: Waiting for Ministry approval to award.

Project Information:

New Area to be Constructed	458	sq. m.
Existing Area to be Renovated	499	sq. m.
Total New Facility Area	2590	sq. m.
Total Site Area	2.340	ha.
Pupil Places Added	78	students
New Facility Capacity		students

Project Funding:

Capital Priorities	1,357,761
FDK Grant	479,928
Proceeds of Disposition	883,353
	\$2,721,042

Project Costs:

Construction Contract	
Fees & Disbursements	
Furniture & Equipment	
Other Project Costs	

Budget	Paid	Forecast
	0	
	138,209	
	0	
	70,969	
\$2,721,042	\$209,178	\$

Project Timelines:

	<u>Scheduled Completion</u>	<u>Actual Completion</u>
Funding Approval	January 2013	January 2013
Architect Selection	May 2013	May 2013
Design Development	November 2013	November 14, 2013
Contract Documents	November 2013	November 28, 2013
Tender & Approvals	December 2013	
Construction	August 2014	
Occupancy	September 2014	
Official Opening & Blessing	October 2014	

Project Team:

Architect	Svedas Architects Inc.
General Contractor	
Project Manager	Tunde Labbancz
Superintendent	Yolanda Baldasaro
Principal	Glenda Hillier



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
MARCH 4, 2014**

APPENDIX H

OUR LADY OF MOUNT CARMEL CATHOLIC ELEMENTARY SCHOOL

Scope of Project: Interior renovations to result in 4 new classrooms, 3 new ELKP classrooms and renovations to gym change rooms and Administrative area.

Current Status: Approval to Proceed received from Ministry of Education.



Project Information:

New Area to be Constructed	140	sq. m.
Existing Area to be Renovated	1601	sq. m.
Total New Facility Area	4909	sq. m.
Total Site Area	3.440	ha.
Pupil Places Added	55	students
New Facility Capacity		students

Project Funding:

Capital Priorities	1,473,555
FDK Grant	959,850
Facilities Renewal	0
	\$2,433,405

Project Costs:

	Budget	Paid	Forecast
Construction Contract		0	
Fees & Disbursements		226,914	
Furniture & Equipment		0	
Other Project Costs		27,255	
	\$2,433,405	\$254,169	\$

Project Timelines:

	<u>Scheduled Completion</u>	<u>Actual Completion</u>
Funding Approval	January 2013	January 2013
Architect Selection	May 2013	May 2013
Design Development	November 2013	November 4, 2013
Contract Documents	November 2013	November 26, 2013
Tender & Approvals	December 2013	
Construction	August 2014	
Occupancy	September 2014	
Official Opening & Blessing	October 2014	

Project Team:

Architect	Venerino V. P. Panici Architect Inc.
General Contractor	
Project Manager	Tunde Labbanicz
Superintendent	Mark Lefebvre
Principal	Elizabeth Davey

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
MARCH 4, 2014**

PUBLIC SESSION

**TITLE: TRUSTEE INFORMATION
SPOTLIGHT ON NIAGARA CATHOLIC – FEBRUARY 25, 2014**



Spotlight

on

NIAGARA CATHOLIC

Nurturing Souls & Building Minds

www.niagaracatholic.ca

February 25, 2014

Speak Out Showcase Presenters Deliver Speeches for The Board



Every year, Junior and Intermediate students across Niagara Catholic research, write and deliver speeches as part of the Board's annual Speak Out public speaking competition. After competitions at the classroom, school and area level, the top students are invited to deliver their speeches in the Speak Out Showcase at the Catholic Education Centre. This year's event took place on February 24, and students delivered their speeches again for the Board during the February 25 Board Meeting. Joining Director of Education John Crocco (far left), Vice-Chair Rhianon Burkholder (centre) and Chair Kathy Burtnik (right) are Kian Rego (St. Ann Catholic Elementary School, St. Catharines); Susan Leone (Cardinal Newman Catholic Elementary School); Jacob Pozzobon (Loretto Catholic Elementary School) and Kyle Wong, (Mother Teresa Catholic Elementary School). For a complete list of winners, visit the Good News section of niagaracatholic.ca.

The ability to speak with confidence in front of people is a valuable life skill which will serve students throughout their lives.

Throughout the past few months, students in Grades 4 through 8 at 49 Niagara Catholic elementary schools have been hard at work, researching, writing and rehearsing speeches for the Board's Speak Out! competition.

Students first delivered their speeches at the classroom level, then moved on to take part in school-wide and area-wide competitions.

The Speak Out! events culminated with

the Board's annual Speak Out! Showcase, which took place at the Catholic Education Centre on February 24th. This event featured the top Junior and Intermediate contestant from each competition area.

Students whose inspirational speeches were recognized as Catholic Messengers also delivered their speeches during the Speak Out! Showcase.

For a complete list of the participants in Niagara Catholic's Speak Out! Showcase, please visit the Good News tab of the Board website, niagaracatholic.ca.

Two Policies Approved

Trustees approved two policies during the February 25th Board Meeting.

Religious Education for Teaching Staff Policy (201.3) and School Generated Funds Policy (301.6) were reviewed as part of the Board's ongoing, cyclical process of ensuring our policies are in compliance with the Ministry of Education and continue to meet the Board's needs.

Students United Against Bullying

Congratulations to Constance Day, a Grade 11 student at Notre Dame College School in Welland.

Constance is the creator of Read Between the Fines, a video project for the Niagara Regional Police Services' Students United Anti-Bullying Film Festival.

As the winning entry, Read Between the Fines will air as a public service announcement on CHCH TV throughout March.

Constance's video, and the entries submitted by Denis Morris Catholic High School and Saint Paul Catholic High School are available on the Board's YouTube channel.

While you're there, take a few minutes to watch the great video creations by our schools, and our monthly Director's Videos, which are filled with information about events happening in the Board.

School Excellence Program

FOCUS on

St. Thomas More 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."

St. Thomas More Catholic Elementary School opened in the 1950s, in order to address a need for more Catholic elementary schools in the city.

Today, it is the city's only primary school, with 171 students in Junior Kindergarten through Grade 3 and is a part of the Saint Michael Catholic Family of Schools.

St. Thomas More is scheduled to close in June 2014, and primary students will be amalgamated with students at Our Lady of Mount Carmel Catholic Elementary School, just a few hundred metres away. In the meantime, students and staff are proud to live up to their slogan, "Little People School, Big Expectations."

Students and staff from St. Thomas More Catholic Elementary School had the opportunity to present their School Excellence Program to Trustees during the February Board Meeting. During their presentation, led by Principal Wendy Brant, they shared what has made St. Thomas More Catholic Elementary School such a special part of Niagara Catholic and the Niagara Falls community for more than 50 years.

St. Thomas More is closely tied to the adjacent St. Thomas More parish, for which it is named. Fr. Peter Rowe is a regular visitor to the school and helps guide Grade 2 students through the Sacraments of Reconciliation and First Communion.

The Catholic identity of St. Thomas More school is evident through the many social justice activities students participate in throughout the year, including the Terry Fox Run/Walk, Kids Helping Kids, our annual Random Act of Kindness Day and programs in support of Development and Peace, the United Way and the community food bank, Project SHARE.

Staff at St. Thomas More Catholic Elementary School work closely with their colleagues at Our Lady of Mount Carmel, to ensure an easy transition, not just this year but every year. They use a number of different teaching tools to help them increase literacy and numeracy skills.

Parents are partners in Catholic education at St. Thomas More and are strong supporter of many programs and event throughout the year.



Learning is lots of fun at St. Thomas More Catholic Elementary School. Top: Students learn about plants by hands-on activities. Bottom: Workbooks and computer centres are part of the school day.



**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
MARCH 4, 2014**

PUBLIC SESSION

**TITLE: TRUSTEE INFORMATION
CALENDAR OF EVENTS – MARCH 2014**

MARCH 2014



Sun	Mon	Tue	Wed	Thu	Fri	Sat
2	3 SEAC	4 Shrove Tuesday Technology Skills Competition Committee of the Whole Meeting	5 Ash Wednesday Technology Skills Competition	6	7 Elementary/Secondary PA Day	8
9	10 March Break	11 March Break	12 March Break	13 March Break	14 March Break	15
16	17 St. Patrick's Day	18 Policy Committee Meeting Board Meeting	19	20 NCPIC	21	22
23	24	25	26 French, Italian, Spanish Public Speaking Club Roma	27 OSSLT Test Grade 10s	28	29
30	31					

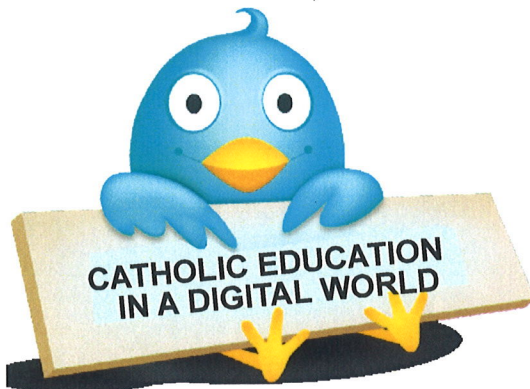
**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
MARCH 4, 2014**

PUBLIC SESSION

**TITLE: TRUSTEE INFORMATION
OCSTA 2014 – AGM AND CONFERENCE**



Ontario Catholic School
Trustees' Association



Calling all Boards
to contribute at least
one item!

Silent Auction

Friday, April 25, 2014

6:30 - 8:30 p.m.

Dear Partners in Catholic Education:

OCSTA would like to take this opportunity to remind you of our upcoming "Silent Auction" during the AGM & Conference at the Hilton Hotel and Suites, Niagara Falls. This fundraising opportunity, which benefits the Toonies for Tuition Endowment Fund, plays an important role in helping students receive faith-based Catholic education in provinces which do not publicly fund Catholic schools.

In keeping with the successful format of past years, we invite all Catholic Boards and trustees to contribute at least one quality auction item per board. Past gifts have included gift cards, gold packages, flights, gift baskets, bicycles, vacation time share packages, live theatre tickets, and beautiful works of art. Please bring your gift to the registration desk upon arrival, along with the approximate value and donor name.

We would like to thank you in advance for your contributions to this very worthy cause. We know this year's auction will be a tremendous success, thanks to the generosity of our Catholic partners.

We look forward to seeing you in Toronto! Remember to bring your auction item!

OCSTA Auction Volunteers from Niagara Catholic District School Board.