



The Niagara Catholic District School Board through
the charisms of faith, social justice, support and leadership,
nurtures an enriching Catholic learning community for all
to reach their full potential and become living witnesses of Christ.

AGENDA AND MATERIAL

BOARD MEETING

**TUESDAY, NOVEMBER 27, 2012
7:00 P.M.**

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



9:00 & 9:30 p.m. Timed In Camera Items

A. ROUTINE MATTERS

1. Opening Prayers – Trustee Nieuwesteeg -
2. Roll Call -
3. Approval of the Agenda -
4. Declaration of Conflict of Interest -
5. Minutes of the Board Meetings
- 5.1 October 23, 2012 A5.1
- 5.2 November 13, 102 A5.2

B. DELEGATIONS/PRESENTATIONS

1. Sarah VanDerLee; Leslie & Siobhan Daniels; Lynnette & David Gilles; Lynda Filbert B1
2. Michelle Zappitelli B2

C. COMMITTEE AND STAFF REPORTS

1. School Excellence Program C1
Saint Michael Catholic High School
2. Unapproved Minutes of the Committee of the Whole Meeting of November 13, 2012 C2
and Consideration of Recommendations
- 2.1 Attendance Support Program Policy (*new*) C2.1
- 2.2 Elementary Standardized Dress Code Policy – Safe Schools (*new*) C2.2
- 2.3 Employee Code of Conduct and Ethics Policy (*new*) C2.3
3. Approved Minutes of the Special Education Advisory Committee (SEAC) C3
Meeting of October 3, 2012 and Consideration of Recommendations
- 3.1 Letter from the SEAC to Bluewater District School Board C3.1
4. Approved Minutes of the Niagara Catholic Parent Involvement Committee (NCPIC) C4
Meeting of September 13, 2012
5. Extended Overnight Field Trip, Excursion and Exchange Committee Approvals – 2012-2013 C5
6. Staff Development Department Professional Development Opportunities C6
7. Financial Reports
- 7.1 Monthly Banking Transactions for the Months of September & October 2012 C7.1
- 7.2 Statement of Revenue and Expenditures as at October 31, 2012 C7.2

D. TRUSTEE ITEMS, OPEN QUESTION PERIOD & OTHER BUSINESS

- | | |
|--|------|
| 1. Correspondence | - |
| 2. Report on Trustee Conferences Attended | - |
| 3. General Discussion to Plan for Future Action | - |
| 4. Trustee Information | - |
| 4.1 Spotlight on Niagara Catholic – November 13, 2012 | D4.1 |
| 4.2 Calendar of Events – December 2012 | D4.2 |
| 4.3 Blessed Trinity Catholic Secondary School Blessing – December 17, 2012 | - |
| 4.4 2013 OCSTA Labour Relations/AGM – January 17-19, 2013 | - |
| 5. Open Question Period | |
| <i>(The purpose of the Open Question Period is to allow members of the Catholic school supporting public to ask about items on that night's public agenda or any previous agendas, and the Board to answer and react.)</i> | |

E. NOTICES OF MOTION**F. BUSINESS IN CAMERA****G. REPORT ON IN CAMERA SESSION****H. FUTURE MEETINGS AND EVENTS**

- | | |
|---|---|
| 1. Organizational Meeting of the Board – December 4, 2012 - 6:00 p.m. – Catholic Education Centre | - |
| 2. Committee of the Whole Meeting – December 4, 2012 – 7:00 p.m. – Catholic Education Centre | - |

I. MOMENT OF SILENT REFLECTION FOR LIFE**J. ADJOURNMENT**

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 27, 2012**

PUBLIC SESSION

**TOPIC: MINUTES OF THE BOARD MEETING OF
OCTOBER 23, 2012**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Minutes of the Board Meeting of October 23, 2012, as presented.



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

MINUTES OF THE BOARD MEETING

TUESDAY, OCTOBER 23, 2012

Minutes of the Meeting of the Niagara Catholic District School Board, held on Tuesday, October 23, 2012, at 7:00 p.m. in the Father Kenneth Burns csc Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

The meeting was called to order at 7:00 p.m. by Chairperson Burtnik.

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayers were led by Trustee Fera.

2. Roll Call

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

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

The following staff were in attendance:

John Crocco, Director of Education; **Yolanda Baldasaro**, **Mario Ciccarelli**, **Lee Ann Forsyth-Sells**, **Frank Iannantuono**, **Mark Lefebvre**, Superintendents of Education; **Larry Reich**, Superintendent of Business & Financial Services; **Scott Whitwell**, Controller of Facilities Services; **Jennifer Brailey**, Manager of Corporate Services & Communications; **Sherry Morena**, Recording Secretary/Administrative Assistant, Corporate Services & Communications

3. Approval of the Agenda

Moved by Trustee Charbonneau

Seconded by Trustee Nieuwesteeg

THAT the Niagara Catholic District School Board approve the Agenda of the Board Meeting of October 23, 2012, as presented.

CARRIED

4. Disclosure of Interest

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

5. Approval of Minutes of the Board Meetings

5.1 September 25, 2012

Moved by Trustee Burkholder

Seconded by Trustee Fera

THAT the Niagara Catholic District School Board approve the Minutes of the Board Meeting of September 25, 2012, as presented.

CARRIED

5.2 October 9, 2012

Moved by Trustee Burkholder

Seconded by Trustee Fera

THAT the Niagara Catholic District School Board approve the Minutes of the Special Board Meeting of October 9, 2012, as presented.

CARRIED

B. DELEGATIONS/PRESENTATIONS

C. COMMITTEE AND STAFF REPORTS

1. School Excellence Program - Father Hennepin Catholic Elementary School

Director Crocco provided background information on the monthly School Excellence Program. Mark Lefebvre, Superintendent of Education introduced Marcel Jacques, Principal of Father Hennepin Catholic Elementary School.

Principal Jacques with the assistance of students and staff showcased Father Hennepin School as part of the School Excellence Program.

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

2. Unapproved Minutes of the Committee of the Whole Meeting of October 9, 2012 and Consideration of Recommendations

Moved by Trustee Sicoli
Seconded by Trustee O'Leary

THAT the Niagara Catholic District School Board receive the unapproved Minutes of the Committee of the Whole Meeting of October 9, 2012, as presented.

CARRIED

The following recommendations were presented for the Board's consideration from the Committee of the Whole Meeting of October 9, 2012:

2.1 Approval of Policies

2.1.1 Assignment of Principals and Vice-Principals Policy (202.1)

Moved by Trustee Fera
Seconded by Trustee MacNeil

THAT the Niagara Catholic District School Board approve the Assignment of Principals and Vice-Principals Policy (202.1), as presented.

CARRIED

2.1.2 Attendance Areas Policy (301.3)

Moved by Trustee Charbonneau
Seconded by Trustee Burkholder

THAT the Niagara Catholic District School Board approve the Attendance Areas Policy (301.3), as presented.

CARRIED

3. Approved Minutes of the Special Education Advisory Committee Meeting of September 5, 2012

Moved by Trustee Burkholder
Seconded by Trustee MacNeil

THAT the Niagara Catholic District School Board receive the Approved Minutes of the Special Education Advisory Committee Meeting of September 5, 2012, as presented for information.

CARRIED

4. Financial Statements for the Year 2011-2012

Larry Reich, Superintendent of Business & Financial Services, presented the Financial Statements for the Year 2011-2012, along with a detailed breakdown of the revenues and expenditures.

Superintendent Reich explained to Trustees that due to uncontrollable or unforeseen changes in expenditures, the Financial Statements resulted in a deficit of \$1,183,129.

Moved by Trustee Fera
Seconded by Trustee Sicoli

THAT the Niagara Catholic District School Board approve the Report on the Financial Statements for the Year 2011-2012, as presented.

CARRIED

D. TRUSTEE ITEMS, OPEN QUESTION PERIOD & OTHER BUSINESS

1. Correspondence

1.1 St. Elizabeth Catholic Elementary School Grade 8 Class Letter

Director Crocco presented the St. Elizabeth Catholic Elementary School Grade 8 Class Letter regarding “We Day”.

2. Report on Trustee Conferences Attended

2.1 OCSTA Regional Meeting

Chairperson Burtnik and Trustee Burkholder provided information on the OCSTA Regional Meeting attended by Chairperson Burtnik, Trustee Burkholder and Trustee Sicoli ON October 10, 2012.

2.2 OSTA Fall General Meeting

Student Trustee Vincent Atallah informed Trustees that he along with Student Trustee Blair will be attending the OSTA Fall General Meeting being held October 25 – 27, 2012 in Toronto.

3. General Discussion to Plan for Future Action

Director Crocco updated Trustees on the following items:

- Mario Ciccarelli, Superintendent of Education, and Scott Whitwell, Controller of Facilities Services are working on a Demographic and School Utilization Report for the January 2013 Board Meeting.
- The Board is currently waiting for information from the Ministry of Education regarding Capital Funding for St. James Catholic Elementary School, Our Lady of Mount Carmel Catholic Elementary School and Lakeshore Catholic High School.
- In accordance with Board approved System Priorities for 2012-2013, Senior Staff will present a report on French Immersion at the November Committee of the Whole Meeting, outlining the proposed French Immersion Program. An information report will be presented at the January Board Meeting, for potential implementation for February registration.

4. Trustee Information

4.1 Spotlight on Niagara Catholic – October 9, 2012

Director Crocco presented the Spotlight on Niagara Catholic – October 9, 2012 issue for Trustees’ information.

4.2 Calendar of Events – November 2012

Director Crocco presented the Calendar of Events – November 2012 for Trustees’ information

4.3 Pilgrimage Sunday – October 28, 2012

Director Crocco informed Trustees that as part of Mission Sunday, all secondary schools made announcements following masses regarding the Pilgrimage Walk.

Bishop Bergie has asked all Priests to include a Prayer of the Faithful for those participating in the Walk

Senior Staff members will be walking along with Trustees and Alumni.

4.4 Niagara Catholic Parent Involvement Committee Conference – November 3, 2012

Director Crocco presented information on the Niagara Catholic Parent Involvement Committee Conference taking place November 3, 2012 at 8:45 a.m. at Notre Dame College School.

Trustees were asked to confirm their attendance with Sherry Morena, Administrative Assistant, Corporate Services & Communications.

5. Open Question Period

None Submitted

E. NOTICES OF MOTION

F. BUSINESS IN CAMERA

Moved by Trustee Sicoli

Seconded by Trustee Charbonneau

THAT the Niagara Catholic District School Board move into the In Camera Session.

CARRIED

The Niagara Catholic District School Board moved into the In Camera Session of the Board Meeting at 8:15 p.m. and reconvened at 11:20 p.m.

NOTE: Trustee Fera and Superintendent Reich left the meeting at 9:30 p.m.

G. REPORT ON THE IN-CAMERA SESSION

Moved by Trustee Charbonneau

Seconded by Trustee O'Leary

THAT the Niagara Catholic District School Board report the motions from the In Camera Session of the Board Meeting of October 23, 2012.

CARRIED

SECTION A: STUDENT TRUSTEES PRESENT

Moved by Trustee MacNeil

Seconded by Trustee O'Leary

THAT the Niagara Catholic District School Board approve the Minutes of the In Camera Session of the Board Meeting - SECTION A: Student Trustees Present of September 25, 2012, as presented.

CARRIED (Item F1)

Moved by Trustee MacNeil

Seconded by Trustee O'Leary

THAT the Niagara Catholic District School Board receive the unapproved Minutes of the In Camera Session of the Committee of the Whole Meeting - SECTION A: Student Trustees Present of October 9, 2012, as presented.

CARRIED (Item F2)

SECTION B: STUDENT TRUSTEES EXCLUDED

Moved by Trustee Charbonneau

Seconded by Trustee Sicoli

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

CARRIED (Item F4.2)

Moved by Trustee MacNeil

Seconded by Trustee O'Leary

THAT the Niagara Catholic District School Board approve the Minutes of the In Camera Session of the Board Meeting - SECTION B: Student Trustees Excluded of September 25, 2012, as presented.

CARRIED (Item F5.1)

Moved by Trustee MacNeil

Seconded by Trustee O'Leary

THAT the Niagara Catholic District School Board approve the Minutes of the In Camera Session of the Special Board Meeting October 9, 2012, as presented.

CARRIED (Item F5.2)

Moved by Trustee MacNeil

Seconded by Trustee Sicoli

THAT the Niagara Catholic District School Board receive the unapproved Minutes of the In Camera Session of the Committee of the Whole Meeting - SECTION B: Student Trustees Excluded of October 9, 2012, as presented.

CARRIED (Item F6)

Moved by Trustee MacNeil

Seconded by Trustee O'Leary

THAT the Niagara Catholic District School Board received the approved Minutes of the Audit Committee Meeting (In Camera) of June 22, 2012, as presented.

CARRIED (Item F7)

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

Moved by Trustee MacNeil

Seconded by Trustee Charbonneau

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

CARRIED

The following motion was passed at 11:15 p.m.

Moved by Trustee Charbonneau

Seconded by Trustee MacNeil

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

CARRIED

H. FUTURE MEETINGS AND EVENTS

I. MOMENT OF SILENT REFLECTION FOR LIFE

J. ADJOURNMENT

Moved by Trustee Charbonneau

Seconded by Trustee O'Leary

THAT the October 23, 2012 meeting of the Niagara Catholic District School Board be adjourned.

CARRIED

This meeting was adjourned at 11:20 p.m.

Minutes of the Meeting of the Niagara Catholic District School Board held on **October 23rd, 2012.**

Approved on the **27th** day of November **2012.**

Kathy Burtnik
Chairperson of the Board

John Crocco
Director of Education/Secretary -Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 27, 2012**

PUBLIC SESSION

**TOPIC: MINUTES OF THE SPECIAL BOARD MEETING OF
NOVEMBER 13, 2012**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Minutes of the Special Board Meeting of November 13, 2012, as presented.



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

MINUTES OF THE SPECIAL BOARD MEETING

TUESDAY, NOVEMBER 13, 2012

Minutes of the Special Meeting of the Niagara Catholic District School Board, held on Tuesday, November 13, at 9:00 p.m. in the Father Kenneth Burns csc Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

The meeting was called to order at 9:45 P.M. by Chairperson Burtnik.

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayers were led by Trustee Nieuwesteeg.

2. Roll Call

Moved by Trustee Charbonneau

Seconded by Trustee Sicoli

THAT the Niagara Catholic District School Board excuse Trustees Fera and Nieuwesteeg attending the Special Board Meeting of November 13, 2012.

CARRIED

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

The following staff were in attendance:

John Crocco, Director of Education; **Yolanda Baldasaro**, **Mario Ciccarelli**, **Lee Ann Forsyth-Sells**, **Frank Iannantuono**, **Mark Lefebvre**, Superintendents of Education; **Larry Reich**, Superintendent of Business & Financial Services; **Scott Whitwell**, Controller of Facilities Services; **Jennifer Brailey**, Manager of Corporate Services & Communications; **Sherry Morena**, Recording Secretary/Administrative Assistant, Corporate Services & Communications

3. Approval of the Agenda

Moved by Trustee Charbonneau

Seconded by Trustee Sicoli

THAT the Niagara Catholic District School Board approve the Agenda of the Special Board Meeting of November 13, 2012, as presented.

CARRIED

4. Disclosure of Interest

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

B. COMMITTEE AND STAFF REPORTS

1. 2011-2012 Audited Financial Statements

On behalf of the Niagara Catholic Audit Committee, Committee Chairperson MacNeil presented the 2011-2012 Audited Financial Statements, and asked John Crocco, Director of Education/Secretary-Treasurer, to make additional comments.

Director Crocco welcomed Mark Palumbi, Auditor and Partner at Crawford, Smith & Swallow, to the Special Board Meeting. The Director stated that the Audited Financial Statements are consistent with the 2011-2012 Financial Statement Report that was presented by staff at the October Board Meeting, and in compliance with all Ministry reporting requirements.

Audit Committee Chairperson MacNeil and Director Crocco expressed their appreciation to Larry Reich, Superintendent of Business & Financial Services, and his staff, for their pristine focus in preparing the report and ensuring compliance with all financial reporting requirements as verified by the Board's external auditors, and to Mr. Palumbi and his staff for their thoroughness of the external audit.

Moved by Trustee MacNeil

Seconded by Trustee Sicoli

THAT the Niagara Catholic District School Board approve the 2011-2012 Audited Financial Statements, as presented.

CARRIED

C. BUSINESS IN CAMERA

Moved by Trustee O'Leary

Seconded by Trustee Burkholder

THAT the Niagara Catholic District School Board move into the In Camera Session.

CARRIED

The Niagara Catholic District School Board moved into the In Camera Session of the Special Board Meeting at 10:00 p.m. and reconvened at 11:30 p.m.

D. REPORT ON THE IN-CAMERA SESSION

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

Moved by Trustee Burkholder

Seconded by Trustee Charbonneau

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

CARRIED

The following motion was passed at 11:15 p.m.

Moved by Trustee Charbonneau

Seconded by Trustee O'Leary

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

CARRIED

Moved by Trustee Charbonneau

Seconded by Trustee Sicoli

THAT the Niagara Catholic District School Board approve the recommendation as outlined in Item C1 of the In Camera Agenda.

CARRIED (Item C1)

E. MOMENT OF SILENT REFLECTION FOR LIFE

F. ADJOURNMENT

Moved by Trustee Sicoli

Seconded by Trustee O'Leary

THAT the November 13, 2012 Special Meeting of the Niagara Catholic District School Board be adjourned.

CARRIED

This meeting was adjourned at 11:30 p.m.

Minutes of the Special Meeting of the Niagara Catholic District School Board held on November 13th, 2012.

Approved on the 27th day of November 2012.

Kathy Burtnik
Chairperson of the Board

John Crocco
Director of Education/Secretary -Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 27, 2012**

PUBLIC SESSION

**TOPIC: PRESENTATION/DELEGATION
SARAH VANDERLEE; LESLIE & SIOBHAN DANIELS;
LYNNETTE & DAVID GILLES; LYNDA FILBERT**

Parent/Caregiver's Right to Vote

Outcome of 2006 vote

In 2006 parents/caregivers were permitted a vote regarding uniforms in Niagara's elementary schools. None of the fifty-one schools voted in favor. Two came close, and forty-eight were a resounding no.

Despite this, an extensive, vested undertaking continues despite this clear outcome. Faced with significant criticism and opposition, continual revisions attempt to disguise this gateway for a full formal uniform.

Toronto Catholic District School Board

The aforementioned Board circulated a resource for parents pertaining to the "Appropriate Dress Code Initiative" within their elementary schools. Within this resource, they admit that "at the outset, there may not be consensus on this topic among all parents/guardians of the approximately 61,279 elementary students that we serve, there is a strong belief that this direction is in the best interest of the Toronto Catholic District School Board students and community".

It is disturbing that they proceeded despite acknowledging not having the majority of the families they serve supporting such a sweeping change. Why would you not want the majority of parents/guardians behind such a monumental decision? Any such change needs to be sustainable and many parents and extended family are likely to withdraw their tax dollars from this Board if this moves forward. These schools belong to our children and they should not be uprooted from them. Our children's bond to their school community is strong and it will be devastating if even one child will lose out on a faith based education because of this policy.

Petition for a Vote

Leslie and Siobhan Daniels:

Give the Parents/Guardians a DEMOCRATIC VOTE to decide whether or not THEY WANT uniforms. Other Boards dealt with this issue in a fair and honest way. They have already set the precedent for Catholic Boards in this province. No others should have a say in this decision...not people who had kids here in the 50's, 60's, 70's, 80's, 90's, 2000's or any other year other than NOW- 2012-13! As those who will be monetarily affected, they are the ones who should be making this decision.... Not the school Board, not people who participated in meetings back in the mid 2000's...

Why is this Board so afraid to give Parents the right to VOTE! It is only fair. Many Parents have had no say in this issue. They haven't been able to attend meetings for many reasons...Tonight for example it is Parent/Teacher interviews in Thorold. Parents have to be there not

here. If it had been on another night this room would have been full. Those Parents want to have their say - Give them a VOTE like the Burlington Catholic School Board did faced with this issue. It is their right as Parents to participate.

Why would anyone fear a VOTE on this issue? Do the right thing. You have plenty of time before September 2013 to organize and take a VOTE.... There is no justifiable reason not to...

Yay or Nay, uniforms in our elementary schools will likely not have a huge impact on too many of us, and the ones it does affect will likely be forced into the public system. The problem is that those in favour of uniforms are failing to see the BIG picture, which is that WE as parents in the Catholic Community are not being given the opportunity to choose for our own children. You may not see the uniform debate as a big issue for you but some day there may be an issue that you feel strongly about and will wish you had a say...

The Ontario Catholic Institute for Education aspires to have a common vision through collaboration, not a dictatorship.

United Nation's Convention on the Rights of the Child

The second Principle speaks to the "Best interests of the Child"; specifically stating that "when decisions are made that affect the lives of children, it's very important to think about what is best for the child".

The fourth Principle speaks to "Participation"; "children have the right to give their opinions in all matters that affect them and to have their voices heard. Their views should always be taken seriously and they should have more say as they grow older."

It is our belief that the parents/caregivers are the experts with respect to what is in the best interest of their children. Despite the Board claiming an open and transparent process of communication with respect to this proposal, there have been several barriers to those opposed having their voices heard.

I do not believe that parents registering their children within this Board have been made aware of this current proposal. When my eldest son commenced Junior Kindergarten in 2010, my husband and I had no idea that this Code was in process of revision. I made it a priority to attend the 2012 Junior Kindergarten orientation for my youngest son. Had I not ensured these parents were made aware, they would not have been apprised.

I have asked to meet with staff and parents at my sons' school to discuss this topic and have been told that this is not permissible. Adherence to this policy will be the direct responsibility of parents/caregivers and the school staff. It is troubling that we were not permitted to meet in order to collaboratively discuss the potential impact. I assume that the staff were attempting to avoid any resulting tension however this can only be delayed for so long and will be inevitable if implemented. It has been expressed that some school staff have felt unable to articulate their opposition, both employees and as parents. There has been a strong sense that the Board will not tolerate any resistance regarding this policy from the employees.

There are a number of diverse communities within the Niagara Region and each school is a representative. The needs of each school are therefore likely to understandably vary. The current

policy which allows each school to participate in a clear voting process in order to ensure that a minimum of 80% of the families are in favor is the ethical method to proceed with.

Niagara's Financial Capacity

Economic Crisis

Niagara's needs have shifted dramatically since the 2008 economic crisis.

The Region's Employment Insurance beneficiaries increased by 71% in the year following the 2008 economic crisis. Over the past four years, Niagara's Ontario Works caseload has increased by 47%. The Ministry of Community and Social Services intends to reduce the Region's housing and homelessness supports from 7.24 million (2012) to 2.9 million (2013). Niagara's food banks are experiencing unprecedented demands.

The 2006 Canadian Report Card on Child and Family Poverty interviewed children who described poverty as; "pretending that you forgot your lunch, being afraid to tell your mom you need gym shoes, hearing mom and dad fight over money, hiding your feet so that the teacher won't get cross when you don't have your boots."

Public Health operates over 150 Student Nutrition Programs in the Niagara Region. They try to prevent children from going hungry when their caregivers struggle to feed them. Their website quotes General Romeo LeBlance; "When a child's stomach is empty, everything else is secondary. Before developing a thirst for knowledge and a hunger for learning, one must first satisfy the body's thirst and hunger. This is a challenge faced by our society."

This Code is an additional and unnecessary expense that many families will not be able to afford. Niagara's families require options and flexibility in order to meet their basic needs. The board claims they will financially assist families in need. These funds should be utilized for additional supports within our schools and classrooms.

Socio-Economic Highlighter

The minimum standardized dress on one end of spectrum and optional full formal uniform on the other claims to be a socio-economic equalizer however will clearly depict who can afford what.

Having all children wear blue bottoms with white tops will clearly distinguish students from differing socio-economic backgrounds. The quality and wear of the garments will be marked variations.

Misaligned Priority

Advocacy for additional supports and flexibility

Lynette/David Gillies

Advocacy should be for additional resources in our schools.

Children learn better, when they have access to sufficient supplies. The Catholic Board is so far behind in technology compared to the public board. Give them proper resources!!! When our school finally gets their computers installed they will be out dated. Why is the Catholic School Council purchasing educational Catholic books for the library? Apparently having the same color pants is a better resource than a book. Will a standard dress code will help them learn better? Our council applied for and received a grant to teach our children about internet safety. When the guest speaker (almost \$1000 fee) arrived at our school, he could not do his presentation because we had no wi-fi in the gym!! How embarrassing!! Stop wasting money, time and resources trying to convince people your way is the best and put all that energy on something positive.

Progressive Discipline for Non-compliance

The revised Dress Code Policy dictates that a failure to meet the mandatory expectations will either result in the prohibition of registration or progressive disciplinary consequences. Children as young as three will be progressively disciplined for non-compliance. Uniforms will force educators to consider children who are unable to or uncomfortable with adhering to this policy as oppositional towards authority, or in violation. School staff face increasing student complexities with limited community supports and will be burdened by unnecessary adherence.

Faith Based Education

Diversity, Identity, Pride and Faith

The board claims this uniform enhances self respect, promotes Catholic identity/uniqueness and instills pride and spirit.

How does demanding standardization and uniformity in attire recognize uniqueness? Diversity needs to be respected and celebrated. Self expression should be recognized as an essential component of healthy childhood development. Taking color away from our children is not the answer.

Children's internal mechanisms, not their attire, instill true pride and faith.

The Board promises a sense of belonging and welcoming learning environment however clearly those who cannot adhere do not belong and will need to leave.

What options for an affordable publically funded faith based education remain?

How many youth would consider an education at one of this Board's Secondary Schools if there were no uniforms? How many youth find the adherence to the uniforms to be a distraction from their academic environment?

The Board should abandon the dress code policy if for no other reason than because of the extent to which it has polarized the Niagara Catholic Community

I am here tonight on behalf of my husband and myself who are grandparents of two elementary school children. As you know throughout the months of April and May a series of rotating presentations were conducted throughout the Region by this Board. The Board heard pervasive and extensive submissions of opposition to the proposed dress code policy that you will be reviewing this evening. At that time, I registered our own submission of opposition to this proposal. I am here tonight to implore your consideration of an abandonment of this policy. There have been multiple submissions challenging a rationale for a dress code policy which is being advanced as a mitigation to reduce bullying in our schools. We have also heard submissions from this board that a uniform will help standardize a sense of inclusiveness amongst our students. Standardization does not automatically translate into equity.

I am sure that you are all aware that from a developmental research perspective there is absolutely no support for such a submission. Additionally the opposition to this policy is based upon a cognizance of the additional fiscal strain this will place upon the families of the Niagara Region. In my professional life I can tell you that I witness on a daily basis the struggles that Niagara's parents experience. I have heard that the board will offer financial assistance to families. Having raised two children to adulthood my husband and I have watched decades of erosion of cutbacks to much needed services and resources within the Niagara Catholic School Board. Such a submission that the Board will supply financial assistance to families through which the dress code poses a hardship is a misaligned approach to what is critically needed for the students in this Region. It is clear that the policy decision on the part of this board has been presented with multiple opportunities such that it is fully cognizant of the extent of parental opposition to this dress code. The board should abandon this policy if for no other reason than the extent to which this issue has polarized the Niagara Catholic Community. The manner in which this Board has conducted and managed this process has in effect unilaterally revoked and eliminated the parent's and the local school communities from any current or future say in an elementary school dress code. In closing it is the hope of my husband and myself that our grandchildren can remain within the Niagara Catholic school system. If this policy is affected I am here to state clearly to you tonight that as a family those assurances may not stand. I urge you to think deeply about our obligation as a Catholic Community to do everything we can to preserve our pathways to Faith.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 27, 2012**

PUBLIC SESSION

**TOPIC: PRESENTATION/DELEGATION
MICHELLE ZAPPITELLI**

November 20, 2012

Niagara Catholic District School
Board of Trustees
c/o Mrs. Kathy Burtnik, Chair

Re: Proposed Elementary Standardized Dress Code Policy

I would like to add my final thoughts for consideration before you decide on the proposed elementary dress code policy.

I am very much a proponent for the dress code. With three children in the system I can confidently say I believe it is the right move for our school board. I have not spoke to a child yet that disagrees with this idea, some parents yes, but children are excited about it. We all know this will make mornings easier for parents but more importantly, the day will continue to be easy for our students as they all sit together looking the same. The dress code policy provides children a level playing ground and therefore the confidence to focus their attention on their education and less on the social aspects of school. Niagara Catholic offers many educational, artistic and athletic ways for our students to show their individuality.

Fortunately I am able to provide a beautiful wardrobe for my daughter, but / don't want her to be judged by the clothes she wears anymore than does the Mother who *cannot* provide her children with the current trends. I also encourage my children to be friends with everyone and not judge anyone based on what they have or how they look.

As an employer of teenagers and young adults, I personally can see the difference in employing a student from a school with a dress code to ones without. More uniformed students follow and respect the expectations of my policies and take more pride in their appearance, not only while working but when applying for a job as well.

I attended St. Paul High School in the 80's when the uniform was introduced. We had to transition from a dress code to a full uniform. I remember the challenges and the protests but it turned out to be the best thing that happened and still succeeds today. I do not believe this is a matter of dollars and cents. It most definitely is more affordable; a uniform/dress code allows a child to wear the same pair of pants a few days a week, if not all 5. They cannot do this acceptably now. The ability to buy from a variety of retailers make this easy for all families.

The senior staff and trustees have shown respect to all Niagara Catholic families by including everyone through a variety of ways, to be apart of the vetting process. The concessions and adjustments that have been made are very generous and covered all concerns brought forth. If Niagara Catholic wants to continue to be a leading school board in this country, it needs to stay in line with the majority of schools, Catholic and otherwise, in the world. The in depth research provided by Mr. Ianantuono speaks for itself. I would go as far as to say we may find an increase in enrollment as this will become an attractive feature for our schools, which is important to the preservation of Catholic education. *We are* a separate school board, *we are* different, *we should* stand out from all the rest and be proud of it.

While making your decision please bare in mind the benefits of a dress code for all our students; you are making this decision for them.

Sincerely,

Michelle Zappitelli

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 27, 2012**

PUBLIC SESSION

**TOPIC: SCHOOL EXCELLENCE PROGRAM
SAINT MICHAEL CATHOLIC HIGH SCHOOL**

Prepared by: Mark Lefebvre, Superintendent of Education
Jim Whittard, Principal, Saint Michael High School

Presented by: Mark Lefebvre, Superintendent of Education
Jim Whittard, Principal, Saint Michael High School

Approved by: John Crocco, Director of Education

Date: June 12, 2012



**REPORT TO THE BOARD MEETING
NOVEMBER 27, 2012**

**SCHOOL EXCELLENCE PROGRAM
SAINT MICHAEL CATHOLIC HIGH SCHOOL**

8699 McLeod Road
Niagara Falls, ON
L2E 6S5
Ph: 905.356.5155
Fx: 905 356-6626

Grades
9 - 12

Principal
Jim Whittard

Superintendent
Mark Lefebvre

**Catholic School
Council Chair**
Angie Domenegato

Parishes
St. Thomas More
Sacred Heart
Our Lady of Peace

**Total enrolment as of
September 2012**
910



Saint Michael Catholic High School is located in South Niagara Falls and is in close proximity to the community's tourist district. Our Family of schools includes; Loretto Catholic Elementary, Our Lady of Mount Carmel Catholic Elementary and St. Thomas More Catholic Elementary, Father Hennepin Catholic Elementary and Sacred Heart Catholic Elementary.

Saint Michael opened its doors in 1989 and since then has become well known locally, regionally, provincially and nationally through the dedication and achievements of students and staff. We are a school that is built on a strong foundation of Catholic traditions, values and culture as set by its past leaders and in conjunction with the moral principles established by the Holy Cross Fathers and Sisters. Saint Michael also has a rich tradition and relationship with the Carmelite Order who maintains Our Lady of Peace Parish. As a staff and Catholic community, we welcome the opportunity to celebrate Saint Michael's rich past, embrace its present and set the course and direction for its promising future.

Saint Michael is committed to providing engaging learning experiences for all of our students so they can strive for excellence and explore their unique pathways as directed by the Gospel values and the Catholic Graduate expectations. Our exemplary staff is committed to challenging our students to embrace their MIND, BODY and SPIRIT so that students will make a difference in their own lives and thus "pay it forward" to make a difference in the lives of others.

Prepared by: Mark Lefebvre, Superintendent of Education
Jim Whittard, Principal, Saint Michael Catholic High School

Presented by: Mark Lefebvre, Superintendent of Education
Jim Whittard, Principal, Saint Michael Catholic High School

Approved by: John Crocco, Director of Education

Date: November 27, 2012



**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 27, 2012**

PUBLIC SESSION

**TOPIC: UNAPPROVED MINUTES OF THE COMMITTEE OF THE
WHOLE MEETING OF NOVEMBER 13, 2012**

RECOMMENDATION

THAT the Niagara Catholic District School Board receive the unapproved Minutes of the Committee of the Whole Minutes of November 13, 2012, as presented.

The following recommendations are being presented for the Board's consideration from the Committee of the Whole Meeting of November 13, 2012:

2.1 Attendance Support Program Policy (new)

THAT the Niagara Catholic District School Board approve the Attendance Support Program Policy, as presented.

2.2 Elementary Standardized Dress Code Policy – Safe Schools (new)

THAT the Niagara Catholic District School Board approve the Elementary Standardized Dress Code Policy – Safe Schools (new), as presented.

2.3 Employee Code of Conduct and Ethics Policy (new)

THAT the Niagara Catholic District School Board approve the Employee Code of Conduct and Ethics Policy (new), as presented.



MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

TUESDAY, NOVEMBER 13, 2012

Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, November 13, 2012, at 7:00 p.m. in the Father Kenneth Burns csc Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

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

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayers were led by Trustee MacNeil.

2. Roll Call

Vice-Chairperson Charbonneau noted that Trustees Fera and Nieuwesteeg asked to be excused from the Committee of the Whole Meeting.

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	✓			
Michael Blair	✓			

The following staff were in attendance:

John Crocco, Director of Education; **Yolanda Baldasaro**, **Mario Ciccarelli**, **Lee Ann Forsyth-Sells**, **Frank Iannantuono**, **Mark Lefebvre**, Superintendents of Education; **Larry Reich**, Superintendent of Business & Financial Services; **Scott Whitwell**, Controller of Facilities Services; **Jennifer Brailey**, Manager of Corporate Services & Communications; **Sherry Morena**, Recording Secretary/Administrative Assistant, Corporate Services & Communications

3. Approval of the Agenda

Moved by Trustee Burkholder

THAT the Committee of the Whole approve the Agenda of the Committee of the Whole Meeting of November 13, 2012, as presented.

CARRIED

4. Disclosure of Interest

A Disclosure of Interest was declared by Trustee Burkholder with Item C10.1 Appendix A of the Public Agenda, as she has a family member who is associated with the Quartek Group.

A Disclosure of Interest was declared by Trustee O'Leary with Item F5.1 of the In Camera Agenda, as he has family members who are teachers, or employees of the Board. This Trustee left the meeting during discussion of this item.

5. Minutes of the Committee of the Whole Meeting of October 9, 2012

Moved by Trustee Sicoli

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of October 9, 2012, as presented.

CARRIED

B. PRESENTATIONS

C. COMMITTEE AND STAFF REPORTS

1. Pilgrimage Sunday – October 2012

Mark Lefebvre, Superintendent of Education, welcomed Terri Pauco, Religious Education and Family Life Consultant, who presented information on Pilgrimage Sunday – October 2012 in which approximately 4000 Niagara Catholic students, staff, Trustees, Senior Administration, Priests, Catholic School Council members and alumni from Niagara Catholic's eight (8) Secondary Schools participated. This year's annual Pilgrimage raised approximately \$183,500.00 to assist those in need in Haiti, the Dominican Republic, Dominica, Guatemala, Peru, and Rwanda, in addition to Development & Peace and Fogquest.

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

**2. School Wide Positive Behaviour Supports Program -
St. Patrick Catholic Elementary School, Niagara Falls**

Yolanda Baldasaro, Superintendent of Education, introduced Amanda Cybula, Principal – St. Patrick Catholic Elementary School, Niagara Falls; Amy Dowd, Special Education Coordinator; and Cathy McMullin, Applied Behaviour Analysis Coordinator, who presented the report on the School Wide Positive Behaviour Supports Program - St. Patrick Catholic Elementary School, Niagara Falls.

They informed Trustees that Positive Behaviour Supports (PBS) involves an integrated system of school-wide, classroom management and individual student supports that provide staff with effective strategies to improve behavioural outcomes in their school.

3. Niagara Catholic French Immersion Program 2013-2014

Mark Lefebvre, Superintendent of Education, introduced Jayne Evans, FSL /ESL /Arts Consultant, who presented the report on the proposed Niagara Catholic French Immersion Program 2013-2014, the public consultation process and parental survey commencing on November 23 until December 12, 2012.

A follow-up report on the implementation of the Niagara Catholic French Immersion Program will be presented to the January 2013 Committee of the Whole Meeting.

4. Policy Committee

4.1 Unapproved Minutes

Adjourned Policy Committee Meeting – October 23, 2012 (October 29, 2012)

Moved by Trustee Sicoli

THAT the Committee of the Whole receive the unapproved Minutes of the Adjourned Policy Committee Meeting of October 23, 2012 (October 29, 2012), as presented.

CARRIED

4.2 Approval of Policies

On behalf of Policy Committee Chairperson Nieuwesteeg, Chairperson Burtnik presented information and the Policy Committee recommendations for approval to the Committee of the Whole for consideration.

4.2.1 Attendance Support Program Policy

Chairperson Burtnik presented background information on the Attendance Support Program Policy.

Trustees discussed the Attendance Support Program Policy.

Moved by Trustee Burkholder

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Attendance Support Program Policy. as presented.

CARRIED

4.2.2 Elementary Standardized Dress Code Policy – Safe Schools

Chairperson Burtnik presented background information on the Elementary Standardized Dress Code Policy – Safe Schools.

Trustees discussed the Elementary Standardized Dress Code Policy – Safe Schools. It was decided that the Policy will be reviewed in two years.

Moved by Trustee Sicoli

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Elementary Standardized Dress Code Policy – Safe Schools (302.6.6.1), as presented, and

THAT the Elementary Standardized Dress Code Policy – Safe Schools, be reviewed no later than June 2014.

CARRIED

4.2.3 Employee Code of Conduct and Ethics Policy

Chairperson Burtnik presented background information on the Employee Code of Conduct and Ethics Policy.

Trustees discussed the Employee Code of Conduct and Ethics Policy, and suggested that the first sentence in the second paragraph *“As required by regulation within the Operational Reviews of District School Boards, all Boards in the Province of Ontario are required to have an Employee Code of Conduct and Ethics Policy.”* be deleted.

Moved by Trustee Burkholder

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Employee Code of Conduct and Ethics Policy, as amended and presented.

CARRIED

4.3 Policy Schedule

Director Crocco presented the Policy Schedule.

4.4 Policy Update

Director Crocco presented the Policy Update.

5. Support for the Legal Roles, Rights and Responsibilities of Local School Boards in Ontario

Director Crocco presented background information on the Support for the Legal Roles, Rights and Responsibilities of Local School Boards in Ontario. Chairperson Burtnik elaborated on the report with information from OCSTA.

Moved by Trustee MacNeil

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve that a letter be sent to the Minister of Education and local Members of Provincial Parliament acknowledging the following:

THAT local Catholic School Board Trustees are legally entrusted with ensuring that Ontario students receive the highest level of quality Catholic education possible;

THAT the Education Act and the Ontario Labour Relations Act clearly signify that local school Boards are the legally designated employers in Ontario's education system;

THAT the rights of democratically elected Catholic Trustees were usurped by the signing of the Memorandum of Understanding by the Minister of Education in July 2012;

THAT the relationships and partnership within the Catholic education sector have been negatively affected by the decisions of the Government of Ontario to sign the Memorandum of Understanding void of an open, consultative, inclusive and transparent process with Catholic Trustees and stakeholders;

THAT the Minister of Education and all elected members of the Ontario Provincial Parliament publicly demonstrate their support for the roles, rights and responsibilities of all local district school Boards in Ontario as they exist in both the Education Act and the Ontario Labour Relations Act.

CARRIED

6. **Board Improvement Plan for Student Achievement (BIPSA) 2012-2013**

Lee Ann Forsyth-Sells, Superintendent of Education, presented the Board Improvement Plan for Student Achievement (BIPSA), highlighting the key areas for 2012-2013. Trustees were informed that the Ministry of Education identified theme for the 2012-2013 school year is "Coherence and Alignment".

7. **Niagara Catholic Parent Involvement Committee (NCPIC) Conference 2012**

Superintendent Forsyth-Sells presented a summary report on the Niagara Catholic Parent Involvement Committee (NCPIC) Conference for Catholic School Councils and Parents and Guardians which was held on November 3, 2012, with the theme of "What it means to be a Niagara Catholic Parent in 2012".

8. **Extended Overnight Field Trip/Excursion/Exchange Trip Information**

Superintendent Lefebvre presented the Extended Overnight Field Trip/Excursion/Exchange Trip Information.

9. **Staff Development Department Professional Development Opportunities**

Frank Iannantuono, Superintendent of Education, presented the report on the Staff Development Department Professional Development Opportunities for information.

10. **Monthly Updates**

10.1 **Capital Projects Progress Report**

Scott Whitwell, Controller of Facilities Services, presented the Capital Projects Progress Report.

10.2 **Student Trustees' Update**

Vincent Atallah and Michael Blair, Student Trustees, presented a brief verbal update on the current activities of the Student Senate.

10.3 Senior Staff Good News Update

Senior Staff highlights included:

Superintendent Baldasaro

- Superintendent Baldasaro presented information on the 75th Anniversary celebration of Niagara, Big Brothers Big Sisters St. Catharines during which Niagara Catholic was recognized for their partnership with the organization.

Director Crocco

- Director Crocco presented the Global Best Award 2012 which the Board received in recognition of its continued commitment to student success from the International Education Business Partnership Network (IPN) Conference held this year in Durbin, South Africa.

D. INFORMATION

1. Trustee Information

1.1 Spotlight on Niagara Catholic – October 23, 2012

Director Crocco presented the Spotlight on Niagara Catholic – October 23, 2012 issue for Trustees' information.

1.2 Calendar of Events – November 2012

Director Crocco presented information on the Calendar of Events – November 2012.

1.3 Niagara Catholic Spelling Bee – November 22, 2012

Director Crocco presented information on the Niagara Catholic Spelling Bee – November 22, 2012.

Trustees were asked to confirm their attendance with Sherry Morena, Administrative Assistant, Corporate Services & Communications.

1.4 2013 OCSTA Labour Relations Seminar

Director Crocco presented information on the 2013 OCSTA Labour Relations Seminar being held on January 17, 2013 in Toronto.

Trustees were asked to confirm their attendance with Sherry Morena, Administrative Assistant, Corporate Services & Communications.

1.5 2013 OCSTA AGM

Director Crocco presented information on the 2013 OCSTA AGM being held May 2-4, 2013 in Toronto.

Trustees were asked to confirm their attendance with Sherry Morena, Administrative Assistant, Corporate Services & Communications.

1.6 Blessed Trinity Catholic Secondary School Blessing

Director Crocco informed Trustees that the Blessed Trinity Catholic Secondary School Blessing is scheduled for Monday, December 17, 2012 at 7:00 p.m.

Trustees were asked to confirm their attendance with Sherry Morena, Administrative Assistant, Corporate Services & Communications.

E. OTHER BUSINESS

1. General Discussion to Plan for Future Action

- Superintendent Ciccarelli and Controller of Facilities Services, Scott Whitwell are continuing to work on the Demographic and School Utilization Report for the January Board Meeting
- Senior Staff is waiting to hear information from the Ministry of Education regarding Capital Funding for St. James and Our Lady of Mount Carmel Catholic Elementary Schools and Lakeshore Catholic High School. The Director will keep the Trustees informed.
- Based on the French Immersion feedback, Senior Staff will bring an information report on the implementation of French Immersion to the January Committee of the Whole or Board Meeting.
- It has been confirmed that Fr. McNamara is honoured and accepted that the Saint Michael Catholic High School Athletic Centre will be renamed the Fr. Tony McNamara Athletic Centre. Trustees will be informed of the date of the blessing when a date has been chosen.

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 Meeting at 9:35 p.m. and reconvened at 9:40 p.m.

G. REPORT ON THE IN-CAMERA SESSION

Moved by Trustee O'Leary

THAT the Committee of the Whole report the motions from the In Camera Session of the Committee of the Whole Meeting of November 13, 2012.

CARRIED

SECTION A: STUDENT TRUSTEES PRESENT

Moved by Trustee MacNeil

THAT the Committee of the Whole approve the Minutes of the In Camera Session of the Committee of the Whole Meeting - Section A: Student Trustees Present held on October 9, 2012, as presented.

CARRIED (Item F1)

SECTION B: STUDENT TRUSTEES EXCLUDED

Moved by Trustee O'Leary

THAT the Committee of the Whole approve the Minutes of the In Camera Session of the Committee of the Whole Meeting - Section B: Student Trustees Excluded held on October 9, 2012, as presented.

CARRIED (Item F3)

H. ADJOURNMENT

Moved by Trustee Sicoli

THAT the November 13, 2012 Committee of the Whole Meeting be adjourned.

CARRIED

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

Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **November 13th, 2012.**

Approved on the **4th** day of **December 2012.**

Maurice Charbonneau
Vice-Chairperson of the Board

John Crocco
Director of Education/Secretary -Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 27, 2012**

PUBLIC SESSION

TOPIC: ATTENDANCE SUPPORT PROGRAM POLICY (NEW)

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Attendance Support Program Policy, as presented.

Prepared by: Frank Iannantuono, Superintendent of Education/Human Resources
Presented by: Policy Committee
Recommended by: Committee of the Whole
Date: November 27, 2012



ATTENDANCE SUPPORT PROGRAM POLICY

Adopted:

Policy No. _____

Revised:

STATEMENT OF POLICY

In keeping with the Mission, Vision, and Values of the Niagara Catholic District School Board, the Board is committed to creating and maintaining a healthy workplace. The Board believes that both individual and organizational health, are important factors affecting the ability of all employees to attend work and to contribute fully to its mission.

In order to carry out the Mission, Vision, and Values of the Niagara Catholic District School Board, regular attendance by all employees is an essential expectation. The Attendance Support Program (ASP) is a comprehensive program aimed at positively supporting the health & wellness of employees and the organization. All employees contribute to the Board's Mission, Vision, and Values and their regular attendance is required to maintain the quality of programs and services, to students, staff and the community, as well as ensuring a fair distribution of work among colleagues.

This Attendance Support Program combines prevention, intervention and support to achieve the goals of personal and workplace wellness.

The Attendance Support Program (ASP) is a comprehensive program aimed at positively supporting the health & wellness of employees and the organization. Its primary focus is to create, maintain and support a healthy workplace, which includes the physical and social environment, as well as personal health practices by addressing workplace wellness issues and promoting a healthy workplace. The Attendance Support Program will consistently support all employees so they are able to attend work regularly and contribute to the success of the Board. All employees have a responsibility to ensure their regular and prompt attendance at work.

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

References:

- *Ontario Human Rights Code*
- *Workplace Safety and Insurance Act*
- *Employment Standards Act*
- *Municipal Freedom of Information and Protection of Privacy Act*
- *Putting Students First Act*



ATTENDANCE SUPPORT PROGRAM POLICY

Adopted:

Policy No. _____

Revised:

1. Guiding Principles

The Niagara Catholic District School Board Attendance Support Program (ASP) is built upon the following principles:

- a. To provide assistance to employees who are absent from work and to enable them to attend work regularly and productively.
- b. To utilize effective and successful practices, supports and return to work procedures.
- c. To encourage regular attendance at work through the proactive use of preventative measures.
- d. To apply the application of this program in a manner consistent with the Ontario Human Rights Code and any other applicable legislation.
- e. The Attendance Support Program (ASP) will comply with the Short Term Sick Leave and Disability Plan of the Putting Students First Act.

2. Attendance Support Program Procedures

a. Definitions of Absenteeism

- i. Non-Culpable or Innocent Absenteeism occurs when an Employee, through no fault of his/her own, is absent from the workplace because of a personal illness, disease or injury. The reason for the absence is not the concern; rather, it is the need to meet attendance expectations.
- ii. The Attendance Support Program (ASP) recognizes that employees with non-culpable absenteeism may require assistance to attend work regularly and meet attendance expectations.
- iii. Culpable Absenteeism refers to absences from work for which the employee is found to be accountable. Some examples of culpable absences are: failure to attend work without notifying the employer; late for work or leaving early; and abuse of leave. Employees with culpable absences are subject to progressive discipline in accordance with associated Board Policies, Administrative Guidelines, Procedures, Collective Agreements and Terms of Employment. It is required that culpable absences be directed to Human Resources for further direction and advice and are not intended to be addressed in the Attendance Support Program (ASP).

Culpable absences will be managed through the process of progressive discipline.

b. Absence Reporting

Employees are required to attend work as scheduled, with the understanding that there will be times when employees are unable to attend work due to a legitimate personal illness, disease or injury.

In order to ensure a consistent and equitable approach throughout the Board, all employees are required to report his/her own absences for all vacancies through the normal reporting procedures (Smartfind Express), within the required timeframe.

c. Process of Addressing Non-Culpable Absenteeism/Innocent Absenteeism

When an employee reaches or exceeds the determined absence threshold, specific to their employment group, he/she will enter into the Attendance Support Program.

The process of addressing non-culpable absenteeism is supportive in nature. The intent is to understand the absences, discuss the impact the absences are having on the specific school, department or location, provide support and identify support services that are available to the employee. This process will allow sufficient time for the employee to address issues so he/she will attend work regularly in the future.

d. Identifying Absences That Require Attention by Supervisors

It is the responsibility of all Supervising Administrators (Director of Education, Superintendent of Education, Controller of Facilities Services, Principals, Vice-Principals and Managers) to identify the absences and/or circumstances which may necessitate a meeting with the employee when the Attendance Support Program threshold has been reached or exceeded. The types of absences include, but are not limited to:

- A pattern of absenteeism (e.g. Mondays and Fridays)
- Absences due to personal illness, personal appointments, and leaves related to personal or family matters
- Absences due to workplace injury and/or illness
- Frequent absences of short duration
- Unclear rationale for absences
- Unauthorized absences

3. Absence Threshold

- a. Absence Threshold – is the established number of absences over a rolling working period. When an employee's absences reach or exceed the determined threshold, the process of supportive intervention with administration will commence to discuss the level of absenteeism, having regard for the personal circumstances of the employee.

Identified Absence Thresholds are as follows:

10 occurrences for 10 and 12 month employees

Absences beyond 10 days will follow the provisions of the Putting Students First Act.

- b. The Absence threshold will be reviewed every two years by Senior Administration. Employees will be notified of the initial threshold and any subsequent changes thereafter.
- c. The goals that are set within any phase of the multi-level process are specific and unique to each employee's circumstances.

4. Supportive Intervention has four (4) distinct Phases:

- a. **Phase 1** – When the employee reaches or exceeds the determined Absence threshold, the Supervising Administrator will arrange a meeting to initiate discussion related to the employee’s absence level, gain an understanding of the issue(s) that may be preventing the employee from regularly attending work, offer support and guidance, as well as set attendance goals for the next four (4) months. During the four (4) month period, if the Supervising Administrator determines that the employee has met the goals set, then an “Improvement Letter” will be issued (Appendix A). The Phase 1 meeting shall include: the employee, Supervising Administrator, union/association representative (per employee request) and other administrative staff as required to support the process. A letter will be issued to the employee acknowledging entry into the Attendance Support Program (Appendix B).
- b. **Phase 2** – When the employee has been unable to meet the attendance goals established in Phase 1 or the prorated threshold is reached or exceeded during the first phase review period, the employee will enter into Phase 2. Attendance goals will again be set with the employee that will apply for the next four (4) months. During the next four (4) months, if the Supervising Administrator determines that the employee has met the goals set, then an “Improvement Letter” will be issued (Appendix A). The Phase 2 meeting shall include: the employee, Supervising Administrator, Coordinator of Attendance Support, union/association representative (per employee request) and other administrative staff as required to support the process. A letter will be issued to the employee acknowledging entry into Phase 2 of the Attendance Support Program (Appendix D).
- c. **Phase 3** – When the employee has been unable to meet the attendance goals established in Phase 2 or the prorated threshold is reached or exceeded during the Phase 2 review period, the employee will enter into Phase 3. Attendance goals will again be set with the employee that will apply for the next four (4) months. The employee will be advised that failure to meet the attendance goals set in Phase 3 may result in termination of employment. During the next four (4) months, if the Supervising Administrator determines that the employee has met the goals set, then an “Improvement Letter” will be issued (Appendix A). The Phase 3 meetings shall include: the Employee, Supervising Administrator and next level Supervisor or Family of Schools Superintendent, Coordinator of Attendance Support, union/association representative (per employee request) and other administrative staff as required to support the process. A letter will be issued to the employee acknowledging entry into Phase 3 of the Attendance Support Program (Appendix E).
- d. **Phase 4** – When the employee has been unable to meet the attendance goals established in Phase 3 or the prorated threshold is reached or exceeded during the Phase 3 review period, the employee will enter into Phase 4. The Phase 4 meeting shall include: the Employee, Supervising Administrator, next level Supervisor or Family of Schools Superintendent, union/association representative (per employee request), Coordinator of Attendance Support and Superintendent of Human Resources or designate.
 - a. Where the employee progresses to Phase 4 and the Employer determines, as a result of the Phase 4 meeting, that there are no conditions which would suggest the need for reconsidering termination, the employee may be advised that his/her employment is being terminated on a non-disciplinary basis due to “frustration of contract”. If the decision is to terminate employment, the formal request of such is made to the Director of Education.
 - e. When attendance goals have been achieved, within any of the review periods, the employee remains in the Attendance Support Program (ASP), and their absences are monitored by the Coordinator of Attendance Support for a period of up to 12 working months.
 - f. Employees who do not reach or exceed the established threshold during the 12 working month review period will exit from the Attendance Support Program.

- g. To provide consistency, an interview check list must be completed, during the meeting/interview, at every phase of the process (Appendix C).

5. Roles and Responsibilities

Employee

- Attend work as scheduled and actively participate in managing his/her attendance
- Maintain a record of all absences due to personal illnesses and be familiar with the attendance process
- Report all absences in Smartfind Express, in accordance with his/her appropriate Employee group procedure
- Seek and actively participate in appropriate Counselling (Employee and Family Assistance Program) and/or medical attention to address health concerns
- Cooperate in setting personal attendance goals
- Promote timely and successful return to work transitions
- Maintain regular contact with the Supervising Administrator during extended absences
- Contact union representative, if
- Provide any appropriate documentation and relevant health information, during any level of the process, in a timely manner, or upon request

Employer – Niagara Catholic District School Board

- Promote and foster the expectation of regular attendance in the work environment
- Promote and maintain a work environment that promotes overall health, safety and wellness of all employees
- Advocate that the Attendance Support Program be administered in a fair and consistent manner

Supervising Administrator

- Supervising Administrator includes Director of Education, Superintendent of Education, Controller of Facilities Services, Principal, Vice-Principal and Managers
- Communicate attendance expectations to all employees and ensure that they understand the principles of the Attendance Support Program
- Access and review monthly attendance reports from Smartfind Express for all Employees under his/her supervision
- Ensure all employees are treated fairly and equitably when monitoring attendance
- Practice, expect and promote regular attendance of all employees as advocated by the employer
- Ensure a consistent and timely application of the Attendance Support Program
- Maintain professional confidentiality
- Provide assistance and support to all employees as necessary
- Maintain regular contact with absent employees
- Advise employees of available resources (i.e. Employee and Family Assistance program (EFAP), Ontario Teachers Insurance Plan (OTIP))
- Participate in all meetings as outlined in the Attendance Support Program and provide input into the development of individualized attendance goals for each employee involved in the program
- Provide positive reinforcement to employees who are progressing and reaching their attendance goals

Coordinator of Attendance Support

- Provide training and support to Supervising Administrator regarding the Attendance Support Program
- Manage the implementation of the Attendance Support Program
- Safeguard employee confidentiality
- Support and offer guidance with return to work transitions
- Support Supervising Administrator to follow the Attendance Support Program process
- Offer support to assist employees to meet attendance goals, as necessary
- Support and promote regular and improved attendance
- Assist in setting attendance standards and protocols
- Monitor, evaluate and recommend revisions to the Attendance Support Program on an annual basis and/or as necessary

Supervisory Officer

- Promote and maintain a work environment which protects the overall health, safety and wellness of all Employees
- Demonstrate a commitment to the Attendance Support Program
- Ensure all Supervising Administrators act consistently in dealing with attendance issues at all levels of the organization
- Communicate expectations for attendance at work

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 27, 2012**

PUBLIC SESSION

**TOPIC: ELEMENTARY STANDARDIZED DRESS CODE POLICY –
SAFE SCHOOLS (NEW)**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Elementary Standardized Dress Code Policy – Safe Schools (new), as presented.

Prepared by: Frank Iannantuono, Superintendent of Education/Human Resources
Presented by: Policy Committee
Recommended by: Committee of the Whole
Date: November 27, 2012



ELEMENTARY STANDARDIZED DRESS CODE

Adopted:

Revised:

Policy No. _____
Safe Schools

STATEMENT OF POLICY

In keeping with the Mission, Vision and Values of the Niagara Catholic District School Board and the dress code requirements of the Safe Schools Act, commencing September 1st, 2013 all elementary schools within the Niagara Catholic District School Board will implement an elementary standardized dress code. Upon registration in an elementary school, parents will be made aware of the Elementary Standardized Dress Code expectation of all elementary students.

As a fully inclusive Board, the Elementary Standardized Dress Code Policy recognizes the uniqueness and gift of all students. This Policy acknowledges a respect for self and others by supporting each student to actively and equitably participate fully in the Catholic learning environment through the creation of school climates which seek to equalize all students regardless of a family's socio-economic background.

In alignment with the design and expectations of the Niagara Catholic Vision 2020 Strategic Plan, an elementary standardized dress code creates a unified sense of belonging for all students, Early Learning Kindergarten to Grade 8.

The elementary standardized dress code is designed to build community as it promotes an environment of belonging, school identity, pride and spirit by identifying with a Catholic elementary school community. The elementary standardized dress code is inclusionary by striving to equalize peer pressure through proper and respectful dress which is intended to be economical for families.

All Niagara Catholic elementary standardized dress code items as defined in the Administrative Guidelines – Elementary Standardized Dress Code can be purchased either through Board suppliers or through parent selected retail stores who supply the acceptable elementary standardized dress code clothing items.

The Dress Code – Elementary Standardized Dress Code Policy has been developed in compliance with the Canadian Charter of Rights and Freedoms, the Ontario Human Rights Code and the Education Statutes and Regulations of Ontario. For the purpose of this Policy, the term standardized elementary dress code aligns with the Education Statutes and Regulations of Ontario term dress code.

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

References

- *Education Statutes and Regulations of Ontario - Regulation 298 S.23 (1) (f).*
- *Safe Schools Act, 2007. Education Act S. 301 (1) (3), 302 (3) (5).*
- *Ontario Human Rights Code*
- *Religious Accommodation Policy #100.10.1*
- *Purchasing / Supply Chain Management Policy*



ELEMENTARY STANDARDIZED DRESS CODE

Adopted:

Revised:

Policy No. _____
Safe Schools

ADMINISTRATIVE GUIDELINES

1. Commencing September 2013, it is the expectation that all elementary students, parents and guardians within the Niagara Catholic District School Board comply with the expectations of the Elementary Standardized Dress Code Policy and Administrative Guidelines. Elementary students entering Grade 8 in September 2013 have the option to participate in the required elementary standardized dress code for their final year of elementary school.
2. Compliance with the Niagara Catholic Elementary Standardized Dress Code Policy and Administrative Guidelines is a condition of registration and attendance in an elementary school within the Niagara Catholic District School Board.
3. The Principal, in consultation with the Catholic School Council, will annually review the elementary standardized dress items as part of the Student Code of Conduct.
4. The elementary standardized dress code requirements and expectations will be communicated annually to all families through school agendas, newsletters, school website or correspondence from the school Principal.
5. It is the expectation that students wear the elementary standardized dress code items properly and in compliance with expectations throughout the school day and at all activities and events as representatives of the school and/or Board.
6. Commencing January 2013, all newly purchased student co-curricular clothing items, spirit wear or athletic uniforms, will have, in addition to the school name and logo, the Board logo embroidered and/or screened on the item. Advertisement on any school-based co-curricular clothing item or uniform is prohibited.
7. No advertisement of any kind is permitted on any elementary standardized dress code item.
8. Alternate Dress Days will be determined by the school Principal for specific events or activities and communicated in advance to students, parents and guardians. All elementary standardized dress code expectations regarding student safety, hats, jewellery, body piercing, tattoos, hair style and colour apply on alternate dress days. On alternate dress days, shirts must modestly cover from shoulders to hips. Pant, skirt or dress length must be appropriate and modest. Only knee length shorts or capris are permitted. All clothing must be in good repair. Clothing must not display any sign, symbol or phrase which is directed at an individual, group or culture or which contains an offensive or inappropriate message, advertisement or slogan.
9. All students are expected to wear the elementary standardized dress code when on field trips unless approved by the Principal.

10. Appropriate dress will be required for specialized activities, including physical education and play days. Appropriate dress for these activities will be determined by the Principal in consultation with the classroom teacher. Notification to students, parents or guardians regarding appropriate dress for specialized activities will be communicated in advance.
11. As part of the elementary standardized dress code, elementary students are required to wear appropriately chosen physical education clothing items.

Elementary Standardized Dress Code Items

1. Designated Board suppliers and/or retail stores as selected by parents and guardians will make available for purchase by parents and guardians the following minimum elementary standardized dress code items required of every elementary school student.

- 1.1 At a minimum, every student is required to wear one (1) of the following items:

- Navy Blue sweat pants for students in Early Learning Kindergarten to Grade 3
- Navy Blue Pants (Dress, Cargo, Denim, Kobe, Corduroy style permitted)
- Navy Blue Skorts or Dresses
- Navy Blue Walking Shorts or Capris
- Grade 8 students have the option to wear grey secondary uniform pants

Pant, skirt or dress length must be appropriate and modest. Only knee length shorts or capris are permitted. All clothing must be in good repair.

Socks must be worn with the elementary standardized dress code pants or shorts at all times.

- 1.2 At a minimum, every student is required to wear one (1) of the following items;

- Navy Blue or White Oxford shirt (short or long sleeve)
- Navy Blue or White Polo shirt (short or long sleeve)
- School designed spirit wear polo shirt

The elementary standardized dress code shirt, either polo or oxford must be buttoned in a respectable manner. Visible t-shirts worn under the elementary standardized dress code top must be either navy blue or white.

Approved Board or retail supplied sweaters and hoodies embroidered and/or screened with the school logo are permitted to be worn as part of the elementary standardized dress code.

2. Running shoes are the recommended footwear with a full back and a closed toe for the health and safety of the entire school community. It is recommended that parents/guardians provide a pair of indoor shoes for physical education and indoor wear.
3. Designated Board suppliers will make available for purchase optional spirit wear, including current spirit wear, sweaters and hoodies as part of the elementary standardized dress code. The design of the sweater or hoodie will be in place for a minimum of three (3) years before a new design is made available for purchase. The original sweater or hoodie design will be grandfathered and permitted to be worn as part of the elementary standardized dress code. These items are not mandatory and can supplement the minimum elementary standardized dress code items required of every elementary school student. Non-mandatory optional items are determined by the Principal in consultation with the Catholic School Council.
4. To assist families with the purchase of elementary standardized dress code items throughout the year, the following will be implemented with Board approved dress code suppliers through the Board's Request for Proposal process and within every Niagara Catholic elementary school:
 - 4.1 Board approved suppliers will provide a discount to families to assist with initial purchases.
 - 4.2 Board approved suppliers will provide discounts to families with more than two (2) children or a family spending more than \$100.00 per purchase for elementary and/or secondary clothing items.

- 4.3 All elementary schools will, with the voluntary assistance of Catholic School Council members set up annual or semi-annual “Dress Code Trade Days”.
- 4.4 All elementary schools will, with the assistance of Catholic School Council members facilitate donations of outgrown dress code items.

Note – Above items 3.1 and 3.2 do not apply to parent and guardian selected retail stores for the purchase of elementary standardized dress code items.

Accessories to the Elementary Standardized Dress Code

Any accessories not in keeping with the Mission, Vision and Values of the Niagara Catholic District School Board and the expectations of the elementary standardized dress code as determined by the Principal or designate is not permitted and/or will be required to be removed.

The following accessories, but not limited to, are not permitted with the elementary standardized dress code:

BANDANAS: prohibited and will be confiscated.

BODY PIERCING: visible body piercing, such as the lip, eyebrow or any other facial area, excluding a stud in the nose, is prohibited. Piercing may not be covered by a bandage. Ear expanders and excessive piercing are prohibited.

HAIR STYLES AND COLOUR: must be styled in a way that is not distracting or conspicuous. Only natural hair colours will be deemed acceptable. Shaved symbols or designs are not acceptable.

HATS / HOODS: may not be worn inside the school building.

JEWELRY / BELTS: must be neat, respectable, inoffensive and non-distracting. Jewellery, including spiked or studded bracelets and necklaces, earrings, chains and expanders are considered safety hazards and are not permitted.

TATTOOS: visible tattooing and branding which is inappropriate, excessive or is directed at an individual, group, culture or which contains an offensive or inappropriate message, advertisement or slogan are prohibited.

Acceptance of the Standardized Elementary Dress Code

The elementary standardized dress code requires that all students arrive at school daily and/or for special school related community events dressed in the required elementary standardized dress code. Compliance by all elementary students registered with Niagara Catholic is expected as determined by the Principal or Vice-Principal.

As determined by the Principal or Vice-Principal, students who do not comply with the elementary standardized dress code expectations will be consequence according to school guidelines and will either:

1. prohibit the school registration as an elementary student;
2. loss of privilege to wear an approved elementary standardized dress code item; or
3. result in progressive disciplinary consequences.

The following progressive disciplinary consequences will be followed, at a minimum, by all Niagara Catholic elementary schools. Any consequences beyond those listed below or out of the progressive discipline sequence will be at the discretion of the Principal following consultation with the appropriate Family of Schools’ Superintendent.

At a minimum and in addition to the following, if the elementary student is not in compliance with the mandatory elementary standardized dress code, parents and guardians will be contacted to bring the required dress code items to school.

Progressive Discipline

Through open communication with parents and guardians, staff will review the standardized dress code expectations of all elementary students in Niagara Catholic and consider family circumstances as presented. Staff will implement a progressive discipline process, as required, to ensure acceptance of the standardized elementary dress code. The progressive discipline process includes, but not limited to;

1. Three reminders.
 - 1.1 The first reminder will be made by the classroom teacher, Vice Principal or Principal to the student and is recorded.
 - 1.2 The second reminder will be made by the classroom teacher, Vice Principal or Principal to the student's parent or guardian through a telephone call and is recorded.
 - 1.3 The third reminder will be made by the classroom teacher through a note in the agenda and/or a phone call to the student's parent or guardian inviting the parent or guardian to a meeting to discuss the dress code requirements. The notification will indicate that the next breach of the expectations of the elementary standardized dress code will result in the student and parent meeting with the Principal or Vice Principal.
2. Written or verbal communication by the Principal, Vice Principal or designate to parents or guardians regarding the persistent opposition to the Board's Elementary Standardized Dress Code Policy. The communication will outline the following consequences for further non-compliance:
 - 2.1 loss of school privileges, and/or;
 - 2.2 student receives detention/age appropriate discipline assignment, and/or;
 - 2.3 parents or guardians are contacted to pick up the student from school, and/or
 - 2.4 student may be suspended in the event the student attends without proper elementary standardized dress code attire.

Repeat infractions will result in a meeting between the student, parents or guardians and the school Principal or Vice-Principal to review expectations of all elementary students in the Board.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 27, 2012**

PUBLIC SESSION

**TOPIC: EMPLOYEE CODE OF CONDUCT AND ETHICS POLICY
(NEW)**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Employee Code of Conduct and Ethics Policy (new), as presented.

Prepared by: Frank Iannantuono, Superintendent of Education/Human Resources
Presented by: Policy Committee
Recommended by: Committee of the Whole
Date: November 27, 2012



EMPLOYEE CODE OF CONDUCT AND ETHICS

Adopted:

Policy No. _____

Revised:

STATEMENT OF POLICY

In keeping with the Mission, Vision, and Values of the Niagara Catholic District School Board (the “Board”), all employees of the Board occupy positions of public trust and confidence and, as such, are expected to discharge their duties and responsibilities with integrity and professionalism.

This policy will create and maintain a culture of integrity through clearly defined expectations for all employees.

As an accountable public organization, the Board is committed to conducting all of its affairs with the highest standards of ethics, integrity, honesty, fairness and professionalism. Of equal importance to the achievement of the strategic plan and annual system priorities of the Niagara Catholic District School Board, is the way in which we achieve them.

It is imperative that Board employees act, and be seen to act, in the best interests of the public they serve. It is the responsibility of the Board to promote student achievement and well-being through the delivery of Catholic education programs and the effective stewardship of the Board’s resources.

All employees of the Board are required to be in compliance with the Mission, Vision and Values of the Board, all provincial statutes, regulations, the Municipal Freedom of Information and Protection of Privacy Act and its Regulations, and Policies and Administrative Guidelines of the Board. Employees are responsible to be aware of and understand the provisions of this Code, as well as other applicable Board policies, including those specifically identified in this Code

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

References

- *Ontario Education Act Statutes and Regulations*
- *Human Rights Code*
- *Municipal Freedom of Information and Protection of Privacy Act*
- *Occupational Health and Safety Act*
- *The Ethical Standards for the Teaching Profession, Ontario College of Teachers*
- *Electronic Communications Systems Policy*
- *Employee Workplace Harassment Policy*
- *Occupational Health and Safety Policy*
- *Employee Workplace Violence Policy*
- *Purchasing/Supply Chain Management Policy*
- *Municipal, Provincial and Federal Election Administrative Procedures*
- *Accessibility Customer Service Policy*
- *School Board Governance Act 2009*
- *Broader Public Sector Accountability Act, 2010*
- *Community Use of Facilities Policy (800.2)*



EMPLOYEE CODE OF CONDUCT AND ETHICS

Adopted:

Policy No.

Revised:

ADMINISTRATIVE GUIDELINES

The Employee Code of Conduct and Ethics establishes the standards that govern the way all employees of the Niagara Catholic District School Board (the “Board”) are expected to interact with each other, our students, parents, trustees, parish priests, suppliers and the community. In addition, some employees owe professional responsibilities to professional associations, self regulatory organizations or regulators.

Within this framework, employees are expected to exercise good judgment and be accountable for their actions.

1.0 Complying with the Law

- 1.1 Employees shall comply with the letter and spirit of all of the laws of Canada and the Province of Ontario and any contractual obligations resulting from the employees’ duties, responsibilities, assignments, and/or any contractual obligations of the Board.

2.0 Personal Integrity

2.1 Criminal Offence

Employees must refer to the Board’s Criminal Background Check Policy (302.6.7) and its Administrative Guidelines on the annual requirements of an employee.

2.2 Hospitality, Gifts or Favours

The Board welcomes and encourages the writing of letters or notes expressing gratitude or appreciation to staff. Gifts that are principally sentimental in nature and of insignificant financial value may be accepted in the spirit in which they were given.

Although the exchange of common courtesies, is recognized as acceptable business practice, there is a danger in offering or accepting gratuities or favours that could be mistaken for improper payment. As such it is important that employees adhere to the following conditions.

Conditions for Accepting

As professionals, employees should not use their position for improper gain, nor under any circumstances accept gifts of cash, bonds, securities, and/or personal loans.

An employee may accept hospitality or a gift (other than cash, bonds, securities or loans) from another individual in the course of the professional relationship, if:

- i. The employee is not involved in purchasing goods, processing accounts, or is otherwise involved in supply chain management;
- ii. The employee believes that the donor is not trying to obligate them, or improperly influence a decision; and
- iii. It is a “normal business practice” for the purposes of courtesy and good business relations and acceptance is legal and consistent with generally accepted ethical standards.

In the professional opinion of the employee, if there is uncertainty regarding what is considered an appropriate gift to give or receive, the employee must discuss the gift with his/her immediate supervisor.

2.3 Honoraria

Employees shall not accept honoraria including gift certificates or payments of any kind, while performing instructional or informational duties during the work day. The exception to this may be available if significant preparation time was required and this preparation time was conducted on personal time. All honoraria must be reported to the Superintendent of Human Resources and/or designate as part of the prior approval process to participate in the event during instructional time.

In the professional opinion of the employee, if there is uncertainty regarding what is considered an appropriate honoraria to give or receive, the employee must discuss the honoraria with his/her immediate supervisor.

2.4 Alcohol and Substance Use

The Board is committed to providing a work and business environment that is free of alcohol and drug abuse. This will not include accommodations which are provided by the Board for addictions. The following conduct is prohibited, and if violated, will result in immediate discipline:

- i. Employees will not consume alcoholic beverages (with the exception of sacramental wine) and/or illegal substances during an employee’s scheduled working hours;
- ii. Employees will not consume, provide or serve alcoholic beverages on Board sites, facilities, or at approved events or activities except when the event is approved by the Controller of Facilities and/or designate through the permit approval process within the Community Use of Schools Policy;
- iii. Employees will not provide or serve alcoholic beverages on Board sites, facilities or at Board events or activities to individuals who are under the legal drinking age, or who are impaired; and
- iv. Employees will not consume, possess, sell, or distribute illegal substances, on Board premises, sites, facilities or at Board events or activities.

2.5 Working Relationships

The conduct and language of employees shall meet acceptable social standards as in any professional business environment. In all working relationships, all employees are expected to apply the principles of human rights, equity, dignity and respect. The workplace must be free from discrimination, harassment and violence as outlined in Employee Workplace Harassment Policy and the Employee Workplace Violence Policy.

2.6 Standards of Behaviour

All Board employees must:

- respect and comply with all applicable federal, provincial, and municipal laws;
- demonstrate honesty and integrity;
- respect differences in people, their ideas and their opinions;
- treat one another with dignity and respect at all times, and especially when there is disagreement;
- respect and treat others fairly, regardless of, for example, race, ancestry, place of origin, colour, ethnic origin, citizenship, religion, gender, sexual orientation, age, or disability;
- respect the rights of others;
- show proper care and regard for school property and the property of others;
- respect all members of the school community;
- respect the need of others to work in an environment that is conducive to the learning and teaching.

2.7 Use of the Internet, Email and Electronic and Social Media

All employees are prohibited from transmitting, viewing, generating, printing, retrieving, downloading or storing any communication of a discriminatory, defamatory, obscene, damaging, threatening or harassing nature, or any material that is inappropriate for an educational or business environment. Employees must comply with the Board's Electronic Communications Systems Policy - Employees.

Employees must refer to the Board's Electronic Communication Policy - Employees (201.12) and its Administrative Guidelines on the requirements of an employee.

2.8 Irregular Conduct

Employees are not to engage in any irregular conduct which includes, but not limited to, any criminal, fraudulent or illegal conduct, any impropriety, lack of professional responsibility or dishonesty, under any circumstances. Such conduct may be subject to internal disciplinary action, including possible termination of employment, and may also lead to criminal prosecution or a civil suit.

2.9 Board Property

Employees must make every effort to protect Board property and assets from harm, theft, loss or misuse. No employee is permitted to use Board resources for personal gain.

2.10 Board Trademark

As a public institution, the Niagara Catholic District School Board has an officially registered logo. The Board logo is a trademark and must be appropriately placed on all official Board literature, including materials, such as letterhead, memorandum, agendas, brochures, educational materials, Board generated publications and commencing September 2012 on all newly purchased student co-curricular uniforms, spirit wear or athletic uniforms. Where appropriate, all materials that are created or prepared by a Board employee in the course of his/her duties must receive authorization by his/her immediate supervisor and must properly use the Board logo in its entirety.

2.11 Media Relations

In accordance with Board policy, the Chair of the Board and the Director of Education are the only official spokespersons for the Board.

2.12 Workplace Health and Safety

All employees must work in compliance with the Board's Occupational Health and Safety Policy, and the *Occupational Health and Safety Act* and its Regulations.

Employees must refer to the Board's Occupational Health and Safety Policy (210.6.) and its Administrative Guidelines.

3.0 Conflicts of Interest

- 3.1 Employees shall not use their position, authority or influence for personal, financial or material gain or personal business purposes or for the personal, financial or material gain or business purposes of a relative and/or business associate.
- 3.2 Employees must not engage in or promote any outside employment, business or commercial undertaking (paid or volunteer) that interferes with the performance of his or her duties as an employee of the Board, from which an economic, financial or commercial advantage may be derived by the employee, a relative and/or business associate of the employee as a result of business, financial or commercial information gained by the employee from employment with the Board.
- 3.3 Employees shall not use his or her position, authority or influence to give any person or organization special treatment that might or might be perceived to advance the interests of the employee, or the interests of a relative and/or business associate of the employee. This includes providing preferential treatment or publicly endorsing suppliers or products.
- 3.4 Employees will not participate in any decision or recommendation in which he or she, or a relative, or business associate may have a pecuniary financial, commercial or business interest.
- 3.5 Employees may make personal political contributions and charitable donations, at their discretion, subject to satisfying themselves that there is no regulatory prohibition or restriction on such contributions. An employee will not commit the Board to a political or charitable contribution without prior approval from the Board. If an employee holds a position in a political organization which may influence the financial needs of that organization, or if an employee is asked to conduct financial transactions or fund raising on that organization's behalf, senior administration may review this relationship to ensure that there is no perception of influence. An employee will not engage in any political activity in the workplace unless authorized by senior administration as provided in the Municipal, Provincial and Federal Election Administrative Procedures (Appendix B).

4.0 Supply Chain Policy

Employees involved in any aspect of purchasing or other supply chain related activities must comply with the Purchasing/Supply Chain Management Policy.

5.0 Confidentiality of Information

- 5.1 Employees shall keep confidential and will not use, directly or indirectly, for his or her benefit or for the benefit of any person, organization, firm or other entity, the Board's proprietary or confidential information disclosed or entrusted to that employee or developed or generated by the employee during the performance of his or her duties with the Board or otherwise made known to that employee.

- 5.2 Except as required by law, and in accordance with the *Education Act*, and *Municipal Freedom of Information and Protection of Privacy Act*, an employee shall not use or disclose the personal and/or educational information of students and/or other employees and their families in the Board's possession, or which may come to the attention of such employee during the course of his/her duties with the Board.

6.0 Use of Board Technology

- 6.1 Employees, when using Board technology devices and systems and accessing Board information, must be identified at all times. In addition, access to passwords must be strictly controlled. It is an employee's responsibility to take the necessary steps to protect his or her logon id, password, digital signature any or other means used to identify oneself on the Board computer network.
- 6.2 Communication conducted over the Board's internal network or any external network is not considered private. Communication conducted over external networks must be protected from unauthorized access (for example, with encryption). When communicating via the Board's internal network, employees should consider the sensitivity and confidentiality of the information. All computer hardware, software, email, voicemail and internet accounts provided to employees are the property of the Board and may be monitored and accessed by authorized Board representatives in accordance with Electronic Communications Systems Policy and applicable law. In addition, all information stored, processed or transmitted on any Board system or network used by the Board to conduct business, is considered the property of the Board and can be accessed at any time.
- 6.3 Employees must refer to the Board's Electronic Communications Systems Policy – Employees and its Administrative Guidelines on the use of the Board's computer systems and technology.

7.0 Appearance and Courtesy

The Niagara Catholic District School Board is a public organization and as such, requires all employees to dress and present themselves in a professional, and respectful manner. Employees not dressed in a manner considered by their immediate supervisor as professional for the worksite will be required to change their dress.

All employees represent the Board to parents, students and the community with whom they come in direct contact. Employees must be courteous and respectful in all dealings with the public and other employees and in all other business relationships.

8.0 Compliance with the Code of Conduct and Ethics

- 8.1 It is the responsibility of every employee, in every job class and every level to safeguard the assets, property and reputation of Niagara Catholic District School Board.
- 8.2 The Principal of each school and the administrators of each Board department will review the contents of this Policy and Administrative Guidelines with all employees who report to him/her in the fall of each school year.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 27, 2012**

PUBLIC SESSION

**TOPIC: APPROVED MINUTES OF THE SPECIAL EDUCATION
ADVISORY COMMITTEE (SEAC) MEETING OF
OCTOBER 3, 2012**

RECOMMENDATION

THAT the Niagara Catholic District School Board receive the Approved Minutes of the Special Education Advisory Committee Meeting of October 3, 2012, as presented for information.

The following recommendation is being presented for the Board's consideration from the Special Education Advisory Committee Meeting of October 3, 2012:

3.1 Letter from the SEAC to Bluewater District School Board

THAT the Niagara Catholic District School Board approve the letter from the Special Education Advisory Committee to Bluewater District School Board regarding the Electronic Portal.



MINUTES OF THE SPECIAL EDUCATION ADVISORY COMMITTEE MEETING WEDNESDAY, OCTOBER 3, 2012

Minutes of the Meeting of the Special Education Advisory Committee, held on Wednesday, October 3, 2012, at 7:00 p.m. in the Father Kenneth Burns csc Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

The meeting was called to order at 7:00 p.m. by Chair Racine.

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayers were led by Chair Racine.

2. Roll Call

Members	Affiliations	Present	Excused	Absent
Anna Racine	The Tourette Syndrome Association of Ontario	✓		
Kim Rosati	VOICE for Hearing Impaired Children	✓		
Connie Parry	Association for Bright Children	✓		
Kerry Thomas	Community Living-Welland/Pelham		✓	
Cyndi Gryp	Community Living-Grimsby, Lincoln & West Lincoln	✓		
Rob Lavorato	Down Syndrome Caring Parents (Niagara)	✓		
Mike Gowan	Autism Ontario	✓		
Jim Wells	John Howard Society of Niagara	✓		
Diane Dakiv	Ontario Brain Injury Association	✓		
Sarah Farrell	Learning Disabilities Association – Niagara		✓	
Bill Helmecki	Pathstone Mental Health	✓		
Trustees				
Father Paul MacNeil			✓	
Rhianon Burkholder		✓		

The following staff were in attendance:

Yolanda Baldasaro, Superintendent of Education; Danny DiLorenzo, Principal, Secondary;
Amy Dowd, Coordinator Special Education; Leah Szahorchak, Student Representative;
Tina DiFrancesco, Recording Secretary

Introductions

Superintendent Baldasaro introduced Leah Szahorchak, student at Notre Dame College as the new Student Representative on the Special Education Advisory Committee.

3. Approval of the Agenda

Moved by Mike Gowan
Seconded by Connie Parry

THAT the Special Education Advisory Committee approve the Agenda of the Special Education Advisory Committee Meeting of October 3, 2012.

CARRIED

4. Disclosure of Interest

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

5. Approval of Minutes of the Special Education Advisory Committee Meeting of September 5, 2012

Moved by Cyndi Gryp
Seconded by Kim Rosati

THAT the Special Education Advisory Committee approve the Minutes of the Special Education Advisory Committee Meeting of September 5, 2012, as presented.

CARRIED

B. PRESENTATIONS

1. Positive Behaviour Supports – Cathy McMullin and Amy Dowd

Cathy McMullin, Applied Behaviour Analysis Supervisor and Amy Dowd, Coordinator Special Education presented information on *Positive Behaviour Support (PBS)*, a collaborative, assessment-based process to develop effective interventions for problem behaviour. PBS emphasizes the use of proactive, educative, and reinforcement-based strategies to achieve meaningful and durable behaviour and lifestyle outcomes. The aim is to build functional, effective environments in which appropriate behaviour is more effective than problem behaviour. Questions were asked and answered after the presentation.

C. VISIONING

1. Goals and Vision for 2012/2013

1.1 Newsletter Submission (Draft for Secondary Submission Mid October)

The SEAC Newsletter insert was sent to Principals for submission in their school newsletters. There was a discussion and members provided suggestions regarding sending a second newsletter for early January. More information is forthcoming.

1.2 Review Ideas for Goals 2012/2013

Chair Racine reviewed the approved goals from 2011-2012. There was a discussion and a decision was made to divide the completed goals from standard practices. Chair Racine and Vice-Chair Rosati will revise the completed goals for 2011-2012 to be posted on the Board website. A discussion was held and suggestions were made by members in regards to the proposed goals for 2012-2013. Chair Racine and Vice-Chair Rosati will revise the goals for 2012-2013 and bring them forward at the November meeting for approval.

D. BUSINESS ARISING FROM THE MINUTES OF THE MEETING OF SEPTEMBER 5, 2012

1. Learner Advocacy

2. Parent Outreach

2.1 Role of Special Needs Representative on School Councils

Chair Racine, Vice-Chair Rosati and Rob Lavorato presented a proposal to the SEAC members in regards to the role of the Special Needs Representative on Catholic School Councils. A discussion was held regarding the possibility of including this as a goal for 2012-2013 and adding a SEAC report as a standing item on the agenda for Catholic School Councils. More information will follow at the November meeting.

3. Program and Service Recommendations

4. Special Education Budget

5. Annual Review, Special Education Plan

6. Other Related Items

6.1 SEAC Mission Statement/Tag Line

There was a discussion regarding the possibility of including this as a goal for 2012-2013. More information will follow at the November meeting.

7. Policy Review

7.1 Review from Sub-Committee

The following policies were sent to the members for review: *Attendance Support Program Policy, The Elementary Standardized Dress Code Policy and the Employee Code of Conduct and Ethics Policy.* Chair Racine presented the feedback from Katie Muirhead in

regards to the *Elementary Standardized Dress Code Policy* and the *Employee Code of Conduct and Ethics Policy*. Suggestions were provided and a decision was made by the SEAC members regarding the information Chair Racine will forward on behalf of the SEAC. Individual responses are also welcome. The deadline to respond is October 12th, 2012.

E. AGENCY REPORTS

1. VOICE for Hearing Impaired Children – Kim Rosati

- VOICE Conference 2013 will be held on Saturday, May 4, 2013 at Guelph University for parents and professionals who support children with hearing loss.
- *Planning for a Successful Year* and *Tips for the Classroom Teacher* prepared by Anita Bernstein, Director of Therapy and Training Programs. See attached for more details.
- *Individual Education Guide: Parent Guide*. The *IEP Guide* walks parents through the required components of an Individual Education Plan and contains VOICE Tips for Parents, A Parent IEP Checklist and space for personal notes. The IEP Guide for Students who are Deaf and Hard of Hearing Order Form is attached.

2. Down Syndrome Caring Parents (Niagara) – Rob Lavorato

- On September 22nd, 2012 the Buddy Walk was held. It was a great event with over 100 people in attendance.

3. Community Living – Welland/Pelham – Kerry Thomas

- Nil Report

4. Association for Bright Children – Connie Parry

- Nil Report

5. Community Living – Grimsby, Lincoln and West Lincoln – Cyndi Gryp

- Community Living has started after school groups again.

6. Autism Ontario – Mike Gowan

- October is Autism Awareness month.
- Social Skills programs started last week in conjunction with parent groups.
- The Annual Dinner Dance will be held on December 1st at Club Roma.

7. The Tourette Syndrome Association of Ontario – Anna Racine

- Nil Report

8. **John Howard Society of Niagara – Jim Wells**

- The John Howard Society sold its building in Welland last week.
- The summer job services program was a great success.

9. **Ontario Brain Injury Association – Diane Dakiv**

- Child and Youth with Acquired Brain Injury Training will be held on November 2nd and 3rd at the Holiday Inn and Suites Parkway Conference Centre, 327 Ontario Street in St. Catharines. See attached for more details and registration form.

10. **Learning Disabilities Association (Niagara) – Sarah Farrell**

- October is Learning Disabilities Awareness Month! Please keep an eye out on our website for an exciting initiative to support LD Awareness Month.
- Program applications have been extended for:
 - a. Reading Rocks Junior (ages 4-6)
 - b. Let's READ
 - c. BEST
 - d. STEPS
 - e. We will be accepting applications by October 4th and spots are limited!
- We are offering Reading Rocks Junior and Let's READ (small group literacy programs) at *Our Lady of Victory* and *St. Thomas Moore*. Spots are still available; we strongly encourage families from these schools and surrounding families to apply for the program as soon as possible!
- LDANR's AGM and Open House that took place on Thursday, September 20 from 6-8:30pm at the Silver Spire Church was a great success. Thank you to all those that made it out that night and for supporting the agency!

11. **Pathstone Mental Health – Bill Helmecki**

- Pathstone recently underwent a pilot accreditation by the Canadian Centre for Accreditation (CCA). We were the first Children's Mental Health agency to undergo the process. In future all Children's Mental Health agencies will have to go through an accreditation by CCA. In the past accreditation was completed by peers. The new process is much more thorough and involves interviews with parents and clients as well as community stakeholders. The reviewers are on site for 3 days and then have six weeks to score and complete their report. We believe we did very well but have to wait until November 12 for the official decision.

F. STAFF REPORTS

1. **Terry Antoniou -Principal, Elementary**

- *Holy Name Catholic Elementary School-Mrs. Antoniou-Principal*

Holy Name Catholic Elementary is excited to offer the opportunity for several students to engage again in the Special Needs Activity Program (SNAP) at Brock University. The

program is set up to provide unique gross motor experiences such as educational gymnastics, dance, games, and other activities of daily living for the participants.

- St. Elizabeth Catholic Elementary School-Mrs. Guthrie-Acting Principal

St. Elizabeth Catholic is excited to be celebrating an Autism Awareness Day on October 15th, all welcome.

- St. Andrew Catholic Elementary School-Mrs. Bianco-Principal

St. Andrew Catholic is proud to share the addition of new electronic doors enhancing accessibility for all students.

2. Danny DiLorenzo – Principal, Secondary

Lakeshore Catholic High School

- Lakeshore Catholic special education students continue to flourish in their inclusive learning setting. Students are included in many classes in the school and supported through a range of supports. We continue to use the structured teaching techniques to teach Autistic students. Some of our Special Education students help with our daily nutrition program. They assist with planning, preparations, distribution of the food and cleanup. Our new special education teacher, Mr. Robert Casucci, has stressed the importance of physical activity, and continues to build daily programming around movement and exercise. Daily activities include, walking the track, treadmills, ellipticals and the weight room.
- Preparations have begun for two exiting events. Our students will take part in the SNAP program at Brock University on October 25th and will also attend the Halloween dance at Denis Morris on October 29th.

Notre Dame College

- In our special education class we have five new grade nine students getting used to new routines at ND. Two students have co-op placements this semester, one student works five mornings a week at Walmart and another works five afternoons a week at a daycare centre. There are 15 students registered in the special education class this year.
- The Wizard of Oz musical began auditions last week. A number of our students are trying out for roles in the play and some are assisting with stage production. The assistive technology course is running this semester with six students. We have 23 senior students enrolled in the Leadership and Peer Support course this semester. These students are beginning to build relationships and provide support for students in integrated settings.

Denis Morris

- Denis Morris Catholic High School looks forward to hosting the 6th Annual Special Needs Halloween Masquerade Dance on Friday, October 26, 2012. The Special Education Classes from our eight secondary schools across Niagara Catholic will join together to celebrate our unique talents and gifts. We look forward to a “ghoulishly” great time.
- Student profiles have been distributed to all staff so that accommodations, modifications and/or alternative expectations can be implemented in classes to respond to the needs of our exceptional students. We are also in the process of reviewing and completing Individual Education Plans to ensure that effective programming and supports are in place to enhance student engagement and student achievement.

3. Yolanda Baldasaro – Superintendent of Education

- The Meeting Summary for the Minister’s Advisory Council on Special Education (MACSE) was presented to the members for information.
- On Friday, September 28th, Director Crocco and Superintendents of Education attended the Annual *We Day* event held in Toronto.
- On October 28th students, staff and administrators from each of our eight Niagara Catholic Secondary schools will be participating in the annual Pilgrimage Sunday.
- October 25th is the Summit Conference for Child and Youth Mental Health

4. Amy Dowd – Coordinator Special Education

- An Educational Teacher Resource (ERT) meeting was held on Wednesday, September 26th and the focus of the meeting was on the Individual Education Plan. ERT meetings will be held every other month for the 2012-2013 school year.
- The IEP Data Engine is currently been updated. Educational Resource Teachers have been in-serviced on the changes.

5. Leah Szahorchak – Student Representative

- Nil Report

G. TRUSTEE REPORTS

1. Father Paul MacNeil – Trustee

- Nil Report

2. Rhianon Burkholder – Trustee

- The Elementary Standardized Dress Code Policy is still in the vetting process. Any groups, individuals, council etc. may send an e-mail to Jennifer.brailey@ncdsb.com by October 12th for vetting. When all the information is gathered, the Administration will present to the Policy Committee. This meeting is open to the public. This Committee is made up of 3 voting Trustees, however many other Trustees attend. The policy may be returned to staff for further changes or clarification, or be put through to the Committee of the Whole in November. After that a Catholic elector or group, may present it to the Board. The process is found on the web site under policies. Board bi-laws then delegations. The process is as follows:

1. Any Catholic School elector or group may request to address or ask questions of the Board.
2. The Delegation or individual must provide the request in writing to the Director of Education or the Chairperson of the Board, at least 6 days prior to the next regular meeting of the Board or Committee at which the Delegation may be heard.
3. The request shall contain the topic to be discussed or questions to be asked and the identity of the Spokesperson(s).

4. Copies of the complete presentation shall be shared with the Board or Committee at the same time that the agenda is distributed.
5. In any case, the subject matter of the Delegation will not be discussed nor will a decision be made at the meeting at which the presentation is made.
6. Following the presentation by the Delegation, questions of clarification only will be allowed by the Chairperson.
7. A delegation's presentation will be limited to fifteen (15) minutes with a five (5) minute question period following. Amendments as to the length of time are at the discretion of the Chairperson.
8. In Camera rules shall apply to Delegations of an In Camera nature.
9. The person or persons wishing to address the Board, Section or Committee shall be notified of the date, time and location of the meeting at which the presentation may be made.
10. Delegations will upon notification have these regulations shared with them prior to their presentation.
11. Notwithstanding the above, the Board retains discretion to decide all matters concerning delegations. Decisions however, will not be discussed nor decided at the meeting at which the presentation is made.

Many families have also commented positively towards the policy, and many are silent because they are happy with the policy going through. I would like everyone to know that many hours have gone into listening and hearing from communities, and individuals. The policy has already changed from the original document.

In addition to the *Elementary Standardized Dress Code Policy*, the following policies are being vetted October 4th – November 14th;

1. *Niagara Catholic Education Award of Distinction Policy*
2. *Employee Code of Conduct and Ethics Policy*
3. *Attendance Support Program Policy*
4. *School Generated Funds Policy*
5. *Student Parenting Policy*

H. NEW BUSINESS

1. *Learner Advocacy*
2. *Parent Outreach*
3. *Program and Service Recommendations*
4. *Special Education Budget*
5. *Annual Review, Special Education Plan*
6. *Other Related Items*

6.1 Student Representative on SEAC

Leah Szahorchak, student at Notre Dame College is the new Student Representative on the Special Education Advisory Committee.

6.2 SEAC Representative on the Accessibility Committee

Bill Helmeczi of Pathstone Mental Health is the SEAC Representative on the Accessibility Committee.

7. Policy Review

I. CORRESPONDENCE

1. Letters from other SEACs – Review draft responses

Paper copies of the letters from other SEACs were included in the October agenda package. Chair Racine and Vice-Chair Rosati provided draft response letters to be reviewed for the November meeting.

J. QUESTION PERIOD

K. NOTICES OF MOTION

L. AGENDA ITEMS – DISCUSSION FOR FUTURE MEETINGS

1. Budget Review – Superintendent Reich

Superintendent Reich will do a budget presentation at the December meeting.

M. INFORMATION ITEMS

N. NEXT MEETING:

Wednesday, November 7, 2012 at 7:00p.m. at the Catholic Education Centre

O. ADJOURNMENT

Moved by Rob Lavorato

Seconded by Kim Rosati

THAT the October 3, 2012 meeting of the Special Education Advisory Committee be adjourned.

CARRIED

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

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 27, 2012**

PUBLIC SESSION

**TOPIC: LETTER FROM THE SEAC TO BLUEWATER DISTRICT
SCHOOL BOARD**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the letter from the Special Education Advisory Committee to Bluewater District School Board regarding the Electronic Portal, as presented.

Prepared by: Special Education Advisory Committee
Presented by: Yolanda Baldasaro, Superintendent of Education
Recommended by: Special Education Advisory Committee
Date: November 27, 2012



**REPORT TO THE BOARD
MEETING OF NOVEMBER 27, 2012**

**LETTER FROM THE SPECIAL EDUCATION ADVISORY
COMMITTEE TO BLUEWATER DISTRICT SCHOOL BOARD**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the letter from the Special Education Advisory Committee to Bluewater District School Board regarding the Electronic Portal, as presented.

Prepared by: Yolanda Baldasaro, Superintendent of Education

Presented by: Yolanda Baldasaro, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: November 27, 2012



"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."

November 7, 2012

Jim Dawson
Special Education Advisory Committee
Bluewater District School Board
P.O Box 190, 351 1st Avenue North
Chesley, Ontario N0G 1L0

Dear Jim Dawson:

The Niagara Catholic District School Board Special Education Advisory Committee received a copy of your letter to the Minister regarding the "Electronic Portal" concept dated April 23, 2012. Where the Portal Concept is a wonderful idea and would promise to be a very useful resource, we would appreciate hearing from you with more detailed descriptions of each of the portal headings and how they would be utilized to support our learners with special needs.

Sincerely,

Kathy Burtnik
Chairperson
Niagara Catholic District School Board

Anna Racine
Special Education Advisory Committee Chair
Niagara Catholic District School Board

*cc. Special Education Advisory Committee Chairs, Ontario Catholic School Boards
Special Education Advisory Committee Chairs, Ontario Public School Boards
Special Education Advisory Committee Chairs, Ontario French Catholic School Boards
Special Education Advisory Committee Chairs, Ontario French Public School Boards*

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 27, 2012**

PUBLIC SESSION

**TOPIC: APPROVED MINUTES OF THE NIAGARA CATHOLIC
PARENT INVOLVEMENT COMMITTEE (NCPIC) MEETING
OF SEPTEMBER 13, 2012**

RECOMMENDATION

THAT the Niagara Catholic District School Board receive the Approved Minutes of The Niagara Catholic Parent Involvement Committee Meeting of September 13, 2012, as presented for information.



MINUTES OF THE NIAGARA CATHOLIC PARENT INVOLVEMENT COMMITTEE MEETING THURSDAY, SEPTEMBER 13, 2012

Minutes of the Meeting of the Niagara Catholic Parent Involvement Committee, held on Thursday, September 13, 2012, at 7:00 p.m. in the Father Kenneth Burns csc Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

The meeting was called to order at 7:00 p.m. by Chair Mary-Jo Au.

A. ROUTINE MATTERS

1. Opening Prayer

The opening prayer was led by Chair Mary-Jo Au.

2. Roll Call

Members	Affiliations	Present	Excused	Absent
Shawn O'Brien	Niagara Falls/Niagara-on-the-Lake	✓		
Mary Byers	Niagara Falls/Niagara-on-the-Lake	✓	8:00 p.m.	
Mary-Jo Au, Chair	St. Catharines	✓		
Shonna Daly	St. Catharines	✓		
Marion Battersby	St. Catharines	✓		
Sharon Goossen	Welland	✓		
Heather Pyke	Fort Erie/Port Colborne/Wainfleet	✓		
Peter Batiste	Grimsby/West Lincoln/Pelham-Letter of Resignation requested		✓	
Annie Zdyb-Rinne	Grimsby/West Lincoln/Pelham	✓		
Michelle Zappitelli	Thorold/Merritton	✓		
Linda Marie O'Hagan	Community Representative	✓		
Anna Racine	Special Needs Representative	✓	8:00 p.m.	
Fr. Peter Rowe	Bishop/Diocesan Representative		✓	
Terri Pauco	Teacher Representative	✓		
Josie Rocca	Support Staff Representative	✓		
Theo Dagenais	Elementary Principal Representative	✓		
Jeff Smith	Secondary Principal Representative	✓		
TBA	Student Senate Representative			
Lee Ann Forsyth-Sells	Director's Designate-Superintendent of Education	✓		

Trustees				
Kathy Burtnik		✓		
Maurice Charbonneau			✓	
Yvonne Anderson	Recording Secretary	✓		

3. Approval of the Agenda

Moved by Annie Zdyb-Rinne

Seconded by Marion Battersby

THAT the Niagara Catholic Parent Involvement Committee approve the Agenda of the Niagara Catholic Parent Involvement Committee Meeting of September 13, 2012.

CARRIED

4. Disclosure of Interest

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

5. Approval of Minutes of the Niagara Catholic Parent Involvement Committee Meeting of May 31, 2012

Moved by Annie Zdyb-Rinne

Seconded by Shawn O'Brien

THAT the Niagara Catholic Parent Involvement Committee approve the Minutes of the Niagara Catholic Parent Involvement Committee Meeting of May 3, 2012 with amendments made to reflect the format of the Board Committee Meeting Minutes.

CARRIED

B. PRESENTATIONS-Good News

- Mary-Jo Au
 - Nice painting decorations at St. Francis.
 - The secondary students are happy with the new rules regarding the proper use of electronic equipment.
- Shawn O'Brien
 - Reported on recent changes at Loretto Catholic.
- Sharon Goossen
 - Notre Dame College celebrated their opening mass.
 - Teams are starting up.
- Annie Zdyb-Rinne
 - New Principal at Blessed Trinity Catholic Secondary School
 - 70 new registrations
 - A blessing will take place once the renovations are completed.
 - Blessed Trinity Catholic Secondary School was honoured to host the Swedish Delegates.
- Michelle Zappitelli
 - Saint Paul Catholic High School's integration from Grade 8 to Grade 9 was welcoming and successful.

C. BUSINESS ARISING FROM THE MINUTES OF THE MEETING OF MAY 31, 2012

1. PRO Grant 2012-2013

The NCPIC PRO Grant application on the development of a Parent Kit from parents to parents of newly registered children in Niagara Catholic was approved for \$15,500. The application includes a proposed DVD with the theme of “What it means to be a Niagara Catholic Parent in 2012”. The kit will include a directory of resources for parents, contact information, communication protocol, events, Catholic School Council information, as well as an opportunity to welcome parents into the Niagara Catholic Community.

Note: Kathy Burtnik requested that the Pro Grant 2012-2013 is not to reflect or duplicate the past NCPIC PRO Grants.

D. SUPERINTENDENT’S REPORT

1. NCPIC Policies and Guidelines

- a) Role of NCPIC Members-Section 6 on page 6
- b) Election of Chair-4.9.2 Election by parent members
- c) Meeting Procedures-8.10-Re: Consensus, and if there is a vote on a matter, the Community representative(s) may vote
- d) Resolution of Conflicts-Section 17 on page 9
- e) Code of Ethics-Section 18 on page 10

Lee Ann Forsyth-Sells reviewed the NCPIC policy and guidelines and provided an opportunity for questions or clarification.

2. NCPIC Election Packages

Election Packages have been sent to all schools. Nomination forms are due by 4:00 p.m. EST on Friday, September 28, 2012.

3. PRO Grants 2012-2013

Twenty-nine schools have received approximately \$25,985.00 for projects to engage parents in their school communities. One of the PRO Grant projects entitled “Family Math Evening” at Michael J. Brennan Catholic Elementary School has been posted on the Ministry of Education website.

4. EQAO Results

Niagara Catholic students have surpassed provincial results in the Primary and Junior Assessments of Reading, Writing and Mathematics and the Ontario Secondary School Literacy Test. In Grade 9 Mathematics, the results were very close with 1% below in Grade 9 Applied Mathematics and 2% in Academic Mathematics.

5. Financial Report

An updated financial statement was presented.

E. COMMUNITY REPRESENTATIVE REPORTS-Linda Marie O'Hagan

Several CWL parish councils are starting under guidelines from National Policy and Procedure to begin Catholic Girls Leagues which gives them exposure to the League before they become 16 which is age of membership for CWL. Two Niagara Catholic students are our youth representatives for the Diocesan Development and Peace Executive Council who help with initiatives in the schools. They were also instrumental in designing our Facebook page and speaking at our annual AGM in June and helped in facilitating workshops and education programs for Share Lent.

F. SPECIAL NEEDS REPRESENTATIVE-Anna Racine

- The EA survey results will be used by the Special Education Department in planning for programming.
- An unsatisfactory response was received from the Ministry of Education re: Special Education Part 1 as a mandatory course prior to graduating from Teacher's College. SEAC plans to send a follow up letter.
- SEAC would like to have a special needs representative on each Catholic School Council.
- SEAC will provide newsletter submissions for all schools and a SEAC PowerPoint presentation will be shown at school open houses.

G. OAPCE-Mary-Jo Au

OAPCE will be hosting a Conference at St. Peter's Secondary School, Peterborough, Ontario on May 23 and 24, 2013. The theme is "Embracing Parent Engagement". Online registration will begin on January 31, 2013.

H. BISHOP/DIOCESAN REPRESENTATIVE-Fr. Peter Rowe

- Nil Report-regrets sent

I. STUDENT SENATE

A student representative will be selected by the student Senate and will participate at future NCPIC meetings.

J. SUB-COMMITTEES:

1. Faith Formation-Josie Rocca

- Nil Report

2. Annual Conference-Linda Marie O'Hagan

The conference sub-committee met on September 6, 2012 at 6:30 p.m. at the Catholic Education Centre. Next meeting is scheduled for October 4, 2012 at 4:30 p.m. at the Catholic Education Centre.

3. Policy/Goals-Shonna Daly

Three policies are currently being vetted. The next meeting is scheduled for September 26, 2012 at 4:30 p.m. at the Catholic Education Centre

4. PRO Grant-Heather Pyke

Next meeting is scheduled for October 1, 2012 at 6:30 p.m.

K. STAFF REPORTS

1. Elementary Principal-Theo Dagenais

- Opening school masses will be celebrated.
- Principals and teachers are busy working on their School Improvement Plans.
- EQAO results have been posted on school websites.
- Schools will be hosting meet the teacher and curriculum nights.
- Students across NC will be participating in the Terry Fox Walk.

2. Secondary Principal-Jeff Smith

- Transition for students entering Grade 9 was successful.
- Enrolment at the secondary level has increased.
- Assemblies will be held to review electronic equipment and the proper use of technology.
- University/college visits will begin.
- New Grade8 transition preparations are underway.
- Secondary students will be participating in the Pilgrimage on October 28, 2012.
- Saint Michael, Saint Paul and Blessed Trinity Catholic Secondary Schools look forward to the completion of their renovations and additions.

3. Teacher-Terri Pauco

- Niagara Catholic is the lead in the War of 1812 regional project-September 27, 2012 launches the student passport-War of 1812.
- November 16, 2012-PA Day will focus on student achievement in numeracy, specifically financial literacy.

4. Support Staff-Josie Rocca

- Nil Report

L. TRUSTEE REPORTS

1. Kathy Burtnik

- Niagara Catholic was recognized for their excellence in ESL, Literacy and Numeracy and welcomed 25 delegates from Sweden.
- Additional Chaplaincy Leaders have been hired for the elementary level.
- Mental health-raising awareness initiatives are underway.
- Technology strides have been made at Niagara Catholic.
- Student trustees plan on engaging students at the elementary level.
- Niagara Catholic has implemented a 3 year Faith Formation Plan
 - Growing in Wisdom
 - Growing in Worship
 - Growing in Witness
- Niagara Catholic is the proud recipient of the Global Best Award for the Americas under the category of “Building a Highly Skilled Flexible Workforce”. This year the presentation will take place in Durban, South Africa. A brief video on “Building a Highly Skilled Flexible Workforce” will be presented at the next NCPIC meeting.
- The Trustees are looking forward to the new school year 2012-2013.

2. Moe Charbonneau

- Nil Report-regrets sent

M. NEW BUSINESS:

- Mary-Jo Au, Marion Battersby, Josie Rocca, Heather Pyke and Michelle Zappitelli will host the New Catholic School Councils Chair and Co-Chairs Meeting held on Thursday, October 11, 2012 at 6:30 p.m. at the Catholic Education Centre.

N. QUESTION PERIOD:

- Marion Battersby asked about the outcome of the School Climate Survey. Jeff Smith responded that Principals have received the results of the survey and the information will be shared with their Safe School Teams and the data will be incorporated into School Improvement Plans.

O. NEXT MEETING: Thursday, November 8, 2012 at 7:00 p.m. in the Father Kenneth Burns csc Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

P. ADJOURNMENT

Moved by Michelle Zappitelli

Seconded by Heather Pyke

THAT the September 13, 2012 meeting of the Niagara Catholic Parent Involvement Committee be adjourned.

CARRIED

This meeting was adjourned at 9:00 p.m.

Q. CLOSING PRAYER: was led by Terri Pauco

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 27, 2012**

PUBLIC SESSION

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

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

Prepared by: Mark Lefebvre, Superintendent of Education
Presented by: Mark Lefebvre, Superintendent of Education
Approved by: John Crocco, Director of Education
Date: November 27, 2012



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO THE BOARD MEETING NOVEMBER 27, 2012

EXTENDED OVERNIGHT FIELD TRIP, EXCURSION AND EXCHANGE APPROVAL COMMITTEE – 2012-2013

BACKGROUND INFORMATION

The Extended Overnight Field Trip, Excursion and Exchange Approval Committee continues to review proposals for 2012-2013 extended overnight field trips, excursions and exchanges as submitted to date. The composition of the approval Committee is as follows:

1 Supervisory Officer	-	Mark Lefebvre
1 Secondary School Principal	-	Jeff Smith
1 Secondary School Vice-Principal	-	Andrew Bartley
1 Elementary School Principal	-	Steve Ward
1 Student Achievement Member	-	Mike Sheahan

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

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

An Excursion is defined as follows:

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

Attached to this information report is an Executive Summary of a 2012-2013 Extended Overnight Field Trip as submitted on Tuesday, November 27, 2012. (Appendix A)

The report on the Extended Overnight Field Trip, Excursion and Exchange Approval Committee for Tuesday, November 27, 2012 is presented for information.

Prepared by: Mark Lefebvre, Superintendent of Education
Presented by: Mark Lefebvre, Superintendent of Education
Approved by: John Crocco, Director of Education
Date: November 27, 2012

EXECUTIVE SUMMARY

Appendix A

Extended Overnight Field Trip, Excursion and Exchange Committee Approval – 2012-2013

SCHOOL	TYPE	APPROVAL REQUIRED	DESTINATION	CURRICULUM UNIT/THEME	EDUCATION VALUE	DATE	NUMBER OF STUDENTS, STAFF & CHAPERONES ON TRIP	DURATION	COST (APPROX)	TRANSPORTATION
Saint Paul High School	Extended Overnight Field Trip	Superintendent and Extended Overnight Field Trip Committee	New York City, New York, USA	Art, Religion, History	Gr. 9-11 students will visit historical sites, perform/assist in a Broadway workshop, view architecture, attend a liturgy at Saint Patrick Cathedral	Tuesday, May 14 – Saturday May 18, 2013	37 students 3 staff 1 chaperone (paying own cost)	5 days 4 nights (3 School days)	\$555.00 transportation, accommodation, breakfast, all tours, taxes, gratuities, attractions \$95.00 – Broadway Total – \$650.00 Additional spending money	Coach
Saint Francis Secondary School	Extended Overnight Field Trip & OFSAA Transportation Request	Superintendent (Y. Baldasaro) and Superintendent of Program (M. Lefebvre)	Sault Ste. Marie, ON	OFSAA – Sr. Girls Basketball	Team building	Wednesday, November 21, 2012 to Sunday, November 25, 2012	12 students 2 staff	5 days 4 nights (3 school days)	\$7,340.00 - air with rental of 2 vans in Sault St. Marie \$94.00 per night (accommodation includes breakfast) Costs will be subsidized by Program Department	Air/ 2 van rentals

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 27, 2012**

PUBLIC SESSION

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

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

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

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

Approved by: John Crocco, Director of Education

Date: November 27, 2012



REPORT TO THE COMMITTEE OF THE BOARD MEETING NOVEMBER 27, 2012

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 that will be occurring during the period November 27, 2012 through December 4, 2012.

Tuesday, November 27, 2012

Elementary and Secondary Teachers –New Teacher Induction Program (NTIP)

- The third workshop this year for teachers involved in this Ministry of Education mandated program that will explore the benefits of mentoring and an investigation into the individual roles of the stakeholders in NTIP viz., Protégé, mentor and principal. One half of the workshop will also be devoted to Assessment and Evaluation.

Thursday, November 29, 2012

Secondary Secretaries – OnSIS

- A first of a two-day workshop designed for this group of secretarial support staff to update them with the latest expectations of the Ministry of Education in terms of the accurate completion and submission of school records through the OnSIS portal.

Senior Administrators, Elementary and Secondary School Administrators – Human Resources Certification – Session 2 – Mental Health and Teacher Performance Appraisal(TPA)

- A two-part workshop designed for these groups of administrators to complete their Mental Health Certification program with an interactive session featuring Dr. Ian Manion the founder of "Youth Net/Réseau Ado (YN/RA) Ottawa," a bilingual regional mental health promotion and intervention program, run by youth for youth.
The second part of the day will feature a refresher course on Teacher Performance Appraisal (TPA), new Ministry of Education and the use of the accompanying technology.

Friday, November 30, 2012

Secondary Secretaries – OnSIS

- The second of a two-day workshop designed for this group of secretarial support staff to update them with the latest expectations of the Ministry of Education in terms of the accurate completion and submission of school records through the OnSIS portal.

Monday, December 4, 2012

Junior Teachers - Science

- A workshop designed for this group of teachers who serve as *divisional leaders* in their school to explore the new Science Curriculum with an eye to standardizing the delivery of science lessons to students throughout the Board.

A presentation describing the recently completed system-wide Professional Activity Day held on Friday, November 16, 2012 will accompany this report.

Copies of the Professional Development Day Programs – Elementary and Secondary are attached to this report.

Attached: Elementary Professional Activity Day Program 2012
 Secondary Professional Activity Day Program 2012

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

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

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

Approved By: John Crocco, Director of Education

Date: November 27, 2012



Financial Literacy

Elementary



Ontario Students need to be Financially Literate to make more informed choices in a complex and fast-changing world. With an understanding of the implications of their decisions and with the necessary critical thinking problem solving skills, students will be better equipped to function in today's financial environment.

Ministry of Education
"Financial Literacy Education
in Ontario Schools."

Professional
Activity
Day
Program

Friday, November 16, 2012

Nurturing SOULS and Building MINDS

Elementary Teachers - Support Staff

The Niagara Catholic District School Board's Professional Activity Day scheduled for Friday, November, 16, 2012 will see a host of activities intended to assist teachers and support staff in the quest to ensure Student Success from ELKP/Junior Kindergarten to Grade 12.

The various programs offered throughout the day have been developed as a result of the recommendations of many stakeholders. The planning and execution reflect a great deal of co-operation and foresight on the part of several Board departments, Consultants, Coordinators Elementary Curriculum Councils and individual teachers. This year however the emphasis will be placed on two high priority Ministry of Education items viz., Financial Literacy and Descriptive Feedback.

Program	Schedule and Workshop Descriptions
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ELKP/JK- Gr. 2 & 2/3 Teachers and Early Childhood Educators

8:30 a.m.	Welcome and Opening Prayer
8:45 – 10:00 a.m.	Workshop # 1
10:00 – 10:30 a.m.	Nutrition Break
10:30 – 11:45 a.m.	Workshop # 2
11:45 – 1:15 p.m.	Lunch
1:15 – 2:30 p.m.	Workshop # 3
2:30 – 2:45 p.m.	Evaluation and Wrap Up

Education Resource Teachers – Area 1
(FTE at 1 school and .5 at 2 schools)

Location:

Denis Morris Catholic High School
40 Glen Morris Drive, St. Catharines

Each of the following workshops will be offered three (3) times throughout the day (except for the Speech Services Niagara Workshop which is mandatory for teachers and ECEs new to the Early Years Program). Therefore, colleagues are expected to make Descriptive Feedback one of their three (3) choices.

Session 1, 2 and 3 Workshops Descriptive Feedback

In order for students to improve their understanding of material, they must receive effective feedback that is specific to their needs. Descriptive feedback involves providing students with precise information by teachers or peers that is specific to the learning goals and success criteria. When effective descriptive feedback is used, students will have an understanding of their strengths, needs and what steps need to be taken in order to improve.

Talking in Math in Early Years and Primary

Teacher-facilitated “math talk” in early years and primary significantly increases children's growth in understanding mathematical concepts. Young children often have a beginning understanding of mathematical concepts but lack the language to be able to communicate their thinking. This workshop will help teachers to be able to model and foster math talk throughout the day. Every educator will leave with a solid understanding of the five productive talk moves to increase on-task talk.

Encouraging Talk in Early Years and Primary Math

Suggested Activities to Support Effective Mathematics Instruction

This workshop provides educators with several activities designed to encourage professional development in the area of mathematics instruction. Video clips will be shown and teachers will have the chance to work in grade level groups.

Primary Religion and its integration across the curriculum

Understanding the Catholic Social Teaching through the work of Development and Peace

Teachers will have the opportunity to see first-hand how the lessons and media supports developed in partnership with the Board and the St Catharine's Diocesan Council for Development and Peace promote Catholic Social Teachings in a way that primary student would understand.

Pedagogical Documentation – Creating an Open to Learning Stance

The Student Work Study Collaborative Inquiry (SWSCI) is Literacy and Numeracy Secretariat initiative that focuses on capturing and understanding student activity in a classroom context as a primary source of information used to address immediate classroom actions and build systematic knowledge of the classroom experience for the school as well as the board. Through a co-learning experience hosting classroom teachers and Student Work Study Teachers (SWST) will work together and investigate deep into the thinking and work of Niagara Catholic students and develop strategies together that help them move to the next level. Find out how this open to learning stance may benefit student achievement in your classroom.

Self- Regulation - Self- Regulation in the Early Years and Primary Classroom

You have planned this beautiful math lesson. Everything looks great; you have made the problem relatable to your students and then the behaviors start. During this workshop, educators will learn about self-regulation and how students can learn to manage their own behavior so that optimal learning can take place.

Mathematics

Family and Community Supports for Mathematics: Changing Minds

Parents are often confused with the “new way” their children are learning mathematics in school. This workshop will help educators to be able to explain to parents the direction of the current instruction in mathematics and how they can support their child at home.

Mathematics- Engaging Students in Mathematics

This workshop will help educators to have a more solid foundation in creating problems and working through a three part math lesson. Videos will be shared to support educator understanding.

Effective Questioning

Effective Questioning in Early Years and Primary Mathematics

Never say anything a student can say! Focusing on this statement, forces educators to develop and improve our questioning skills. In this workshop, educators will learn 8 tips for asking effective questions and will work on questions and prompts to get students thinking and solving problems.

Descriptive Feedback in Early Years and Primary Mathematics

Feedback provides information to students and teachers about learning. It helps to reduce the gap between the student's current level of understanding and/or performance and a desired goal. In this workshop, educators will learn how to provide effective descriptive feedback to students and link descriptive feedback to learning goals and success criteria.

Rich Math Tasks - Creating Rich Learning Tasks

In order to solve mathematical problems, students need to be able to relate to the problem. It needs to be a problem that they feel needs to be solved and has relevance to their lives. In this workshop, educators will learn how to plan and create a context for rich tasks.

Speech Services Niagara Referral Process For ELKP/JK Teachers and Early Childhood Educators Who Are New To The Role.

This workshop is designed for all Junior Kindergarten/ELKP teachers and ECE's who are new to the role. Topics for this workshop include the referral process for students with speech needs, early literacy strategies, and strategies and resources for Special Education.

Introduction to Smart Notebook

Teachers will be introduced to the Smart Notebook as a technological classroom resource designed to improve classroom instruction and student engagement.



Program

Schedule and Workshop Descriptions

Grade 3 – 6 Teachers

Education Resource Teachers Area 2 and 3 (FTE at 1 school and .5 at 2 Schools)

Location:

Holy Cross Catholic Secondary School
460 Linwell Road, St. Catharines

8:30 a.m.	Welcome & Opening Prayer
8:45 – 09:15 a.m.	Descriptive Feedback Plenary (All Teachers)
9:15 – 10:15 a.m.	Workshop # 1
10:15 – 10:45 a.m.	Nutrition Break
10:45 – 11:45 a.m.	Workshop # 2
11:45 – 1:15 p.m.	Lunch
1:15 – 1:45 p.m.	Scope and Sequence Plenary (All Teachers - Grade Specific)
1:45 – 2:45 p.m.	Workshop # 3

Each of the following workshops will be offered three (3) times throughout the day
All Teachers must select "Scope & Sequence" (Grade Specific as per current teaching assignment)

Math Unit Planning

Take a journey through the creation and implementation of a junior math unit incorporating the use of diagnostics, manipulatives, cross-strand activities and performance based assessments. Come for the big ideas, stay for the hands-on activities and leave with tools that you can easily take right into your junior classroom!

Gap Closing

Participants will be introduced to the MathGAINS resources for Gap Closing and how to use them. They will develop a deeper understanding of how to plan, implement, and support struggling students when using open questions and parallel tasks. All participants will receive a facilitator guide and student book.

Setting the Environment for Math - Promoting Math Talk

Communication an issue in your classroom? EQAO results show that your students cannot 'explain their thinking'? A good problem solving environment BEGINS in a collaborative community. Learn how to create this in your very own classroom. Set the right environment so that your students can solve problems!

Music in the Classroom

This workshop will briefly debug key terms in the Ontario Curriculum that tend to stump teachers. A step by step guide on how to get started teaching the recorder to a group of students when the teacher has no prior musical knowledge. Handouts will be distributed to be reproduced for teachers to use immediately in their classrooms. Also highlighted will be the key aspects of the Music Play program and how to better to utilize this resource.

Assessment OF Learning -Evaluation Across the Curriculum

Assessment practices play important implications in effective classroom instruction. The primary aim of assessment is to foster learning of academic content for all students. This workshop will focus on how assessment is used to drive instruction, effective assessment practices in the classroom, and tools for tracking various types of assessments. In addition, the role and impact of quality descriptive feedback and how it links to learning goals and success criteria will be discussed.

Using Manipulatives to Represent Thinking

Manipulatives are not just for the 'kids who don't get it!' Learn how to use manipulatives with your student in 'for' 'as' and 'of' learning. Let your conversations, observations and products happen in a fraction of the time!

Using Mini-Lessons to Develop Number Sense - "These kids don't know their math facts!"

If you've uttered these words, then this workshop is for you. Move your students from procedural 'memorization' to a conceptual understanding of number sense using strings! Strings are short, daily lessons that will knock that 'mad math minute' out of the park!

Numeracy Nets

Numeracy Nets is a great diagnostic to use with your students. This resource informs classroom practice by uncovering student misconceptions of numeracy concepts. It will assist teachers in assessing critical learning based on big idea 'checkpoints' that students must understand to be successful in mathematics.

Arts & Math

As teachers we are continually looking for innovative and exciting ways to motivate and stimulate our students to think mathematically. Reach the multi-dimensional math learner through the arts. Learn some strategies that will deepen student understanding of math concepts while providing cross-strand teaching and learning.

Teaching through Problem Solving

Teaching through Problem Solving continues to be a major NCDSB program focus as it is an excellent way to build conceptual understanding of mathematics using a constructivist approach! Learn how to facilitate a 3 part lesson – Minds On, Action & Consolidation with it's many names. Debug your misconceptions about the process and get to the heart of teaching and learning mathematics.

School and Home: Making the link!

School and home: Making the link! This workshop helps teachers to extend learning beyond the classroom and provides them with ideas for home connections in mathematics. Learn how to engage families and invite them to be a part of the learning process through a Family Math Night.

SMART Technology & the Junior Math Classroom

So, Math makes you smart, right? Well, Math will make you SMARTer using SMARTBoard Technologies...a fun and interactive way to help make your students more interested in learning Math! Learn how to use interactive tools such as protractors, dice, spinners, clocks, money, timelines, pattern blocks and much more!

Pearson eText – Digital Texts for Enhanced Student Learning

The need for less paper and the awareness of the universality of technology have combined in the creation of digital texts. This workshop will introduce the concept of digi-texts and their application in the classroom and home.



Unit Planning

Unit Planning is fitting all of the pieces together when planning your math units. It is showing how diagnostic assessments can be used to direct teacher instruction. It is revealing how lesson problems are developed from the big ideas of the curriculum expectations. It is digging deep into number sense in order to decipher your students' thinking and provide specific feedback. It is understanding formative vs. summative assessment and determining where it best fits within your units of study.

Creating Engaging Interactive Lessons using Smart Notebook:

Lesson planning in the intermediate and Senior English and Mathematics classrooms using Smart Notebook technology have resulted in the creation of more student interaction in classroom and greater student engagement overall.

Gizmos

Explore Learning Gizmos is the world's largest library of interactive online simulations for math and science. Gizmos are fun, easy to use, and helps students develop a deep understanding of challenging concepts through inquiry and exploration.

Learning Skills and Self-Assessment Organization Ideas

Self-regulation is a learning skill that helps students assess their progress in a course and enables them to identify areas of need or concern. Come see how we can use the Big Ideas from our curriculum expectations to help our students organize and understand the progression of their own learning.

Program	Schedule and Workshop Descriptions	
Cyberquest Teachers	8:30 a.m.	Welcome and Opening Prayer
	8:45 – 10:00 a.m.	Workshop - Descriptive Feedback
	10:00 – 10:30 a.m.	Nutrition Break
	10:30 – 11:45 a.m.	Workshop – Cyber bullying
	11:45 – 1:15 p.m.	Lunch
	1:15 – 2:30 p.m.	Workshop – Tech Shop Safety
	2:30 – 2:45 p.m.	Evaluation and Wrap Up

Session One - Descriptive Feedback

In order for students to improve their understanding of material, they must receive effective feedback that is specific to their needs. Descriptive feedback involves providing students with precise information by teachers or peers that is specific to the learning goals and success criteria. When effective descriptive feedback is used, students will have an understanding of their strengths, needs and what steps need to be taken in order to improve.

Session Two Cyberbullying

This workshop put on by the Niagara Regional Police will provide participants an opportunity to become more familiar with and heighten their awareness of the subtle and overt threats that occur via the internet and that in many cases carry devastating consequences to student well-being and safety.

Session Three - Tech Shop Safety

This workshop, put on by Workplace Safety and Prevention Services, will allow participants to monitor their own teaching environments, so as to ensure both student and adult safety.

Grade Group - Scope & Sequence

Teachers will have an opportunity to explore the newly created 'Scope and Sequence' and create a Catholic context for teaching math using mentor texts. This session will be attended by all participants. Please make your grade selection; combined grade teachers can attend the grade level of their choice.

All teachers will attend a session on the new Mathematics Scope and Sequence. Please check the grade offering you will be attending: Grade 3 Grade 4 Grade 5 Grade 6

Program	Schedule and Workshop Descriptions	
Grade 6/7, 7 and 8 Teachers	8:30 a.m.	Welcome and Opening Prayer
	8:45 – 10:00 a.m.	Workshop # 1
	10:00 – 10:30 a.m.	Nutrition Break
Location	10:30 – 11:45 a.m.	Workshop # 2
Notre Dame College School	11:45 – 1:15 p.m.	Lunch
64 Smith Street, Welland	1:15 – 2:30 p.m.	Workshop # 3
	2:30 – 2:45 p.m.	Evaluation and Wrap Up

All Teachers must select "Descriptive Feedback" in one of Sessions one, two or three and then two other workshops from the menu for the other two sessions.

All Grade 6/7, 7 and 8 Teachers

Sessions 1, 2 and 3 Descriptive Feedback

In order for students to improve their understanding of material, they must receive effective feedback that is specific to their needs. Descriptive feedback involves providing students with precise information by teachers or peers that is specific to the learning goals and success criteria. When effective descriptive feedback is used, students will have an understanding of their strengths, needs and what steps need to be taken in order to improve.

Workshops – Choose Two (2)

Teaching through Problem Solving

Teaching through problem solving in a mathematics classroom is a dynamic and engaging way to promote "math talk" and support student thinking. With engaging lesson problems, students will work through questions and concepts by collaborating with classmates and defending their ideas and strategies.

Technology in the Classroom - Friend

This presentation will show you how technology in your classroom can be your FRIEND! We will show you practical ways to integrate technology into lessons and allow you to show case student work and provide parents and students with the at home support they need.

Collaborative and Cooperative Learning in a Mathematics Classroom

Collaborative group work is at the heart of student engagement. By providing our students with opportunities to work collaboratively in our mathematics classrooms we are honouring their voice, we are allowing the exchange of ideas, we are promoting "risk taking" and providing a classroom environment where students are co-constructing their knowledge along with their teacher.



Program	Schedule and Workshop Descriptions	
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FSL & ESL Teachers	8:30 a.m.	Welcome and Opening Prayer
Location:	8:45 – 10:00 a.m.	Workshop # 1
Msgr. Clancy Catholic Elementary School	10:00 – 10:30 a.m.	Nutrition Break
41 Collier Road, Thorold	10:30 – 11:45 a.m.	Workshop # 2
	11:45 – 1:15 p.m.	Lunch
	1:15 – 2:30 p.m.	Workshop # 3
	2:30 – 2:45 p.m.	Evaluation and Wrap Up

***Specific registration instructions for these groups of teachers will be forwarded by Jayne Evans, FSL/ESL/Arts Consultant under separate cover:**

Session 1, 2, and 3 Workshops

Financial Literacy in the FSL classroom

All elementary FSL teachers will become familiar with the Financial Literacy initiative and will explore the most current resources available to integrate Financial Literacy in the elementary French as a second language classroom.

Faustwork – The Mask Messenger

The Mask Messenger, is a series of vignettes ranging from comic to bizarre to poignant. Body language, psychological insight, and humor are the driving forces that captivate audiences. The show illuminates and expands the concept of the mask, exploring its relationship to human psychology, business, fashion, art, dance, and theatre.

Descriptive Feedback in the Elementary FSL Classroom

FSL teachers will have the opportunity to engage in a variety of activities in order to deepen their understanding of the use and the importance of descriptive feedback in the FSL classroom.

English Language Learners – Progressing through STEP

Gillian Hall, Education Officer with the Ministry of Education, will present updates on the STEP project. Elementary and secondary ESL teachers will have the opportunity to collaborate on the STEP initiatives currently in place as well as share best practices and resources.

Juli Powers in Concert

Juli Powers, AIM specialist, FSL teacher, singer and composer, will present her new material. This interactive, motivating presentation will introduce teachers to her new show which will be available for school performances.



Program

Schedule and Workshop Descriptions

Child and Youth Workers (CYWs)

Location:

Saint Paul Catholic High School
3834 Windermere Road,
Niagara Falls

8:30 a.m.
8:45 – 10:00 a.m.
10:00 – 10:30 a.m.
10:30 – 11:45 a.m.
11:45 – 1:15 p.m.
1:15 – 2:30 p.m.
2:30 – 2:45 p.m.

Welcome and Opening Prayer
Workshop # 1 – Self-Esteem
Nutrition Break
Self-Esteem (Cont'd)
Lunch
Self-Esteem (Cont'd)
Evaluation and Wrap Up

Understanding and Raising Self-Esteem – Child and Youth Workers Only – All Day

Self-esteem is the sine qua non that determines success or failure in life. In this workshop participants will be looking at the single most important issue that affects self-esteem and will address how to deal with situational and characterological self-esteem issues. The workshop will be a full day.

Program

Schedule and Workshop Description

Secretaries

Location:

Catholic Education Centre
427 Rice Rd., Welland

8:30 a.m.
8:45 – 10:00 a.m.
10:00 – 10:30 a.m.
10:30 – 11:45 a.m.
11:45 – 1:15 p.m.
1:15 – 2:30 p.m.
2:30 – 2:45 p.m.

Welcome and Opening Prayer
Workshop # 1
Nutrition Break
Workshop # 2
Lunch
Workshop # 3
Evaluation and Wrap Up

Niagara Catholic's DocuShare and Records Management System will be reviewed and Elementary Secretaries will have an opportunity to address any concerns they may have.

Program

Schedule and Workshop Descriptions

Library Technicians

Location :

Notre Dame College School
64 Smith Street, Welland

8:30 a.m.
8:45 – 10:00 a.m.
10:00 – 10:30 a.m.
10:30 – 11:45 a.m.
11:45 – 1:15 p.m.
1:15 – 2:30 p.m.
2:30 – 2:45 p.m.

Welcome and Opening Prayer
Workshop # 1- Enhancement of
Elementary School Libraries
Nutrition Break
Workshop # 2 - Enhancement of
Elementary School Libraries(Cont'd)
Lunch
Workshop # 3 – Best Practices Sharing
Evaluation and Wrap Up



Special Education

Schedule and Workshop Descriptions

Educational Assistants	8:30 a.m.	Welcome and Opening Prayer
Communicative Disorder Assistants	8:45 – 10:00 a.m.	Workshop # 1
Special Education Classroom Teachers	10:00 – 10:30 a.m.	Nutrition Break
Learning Strategies Social Skills Teachers	10:30 – 11:45 a.m.	Workshop #2
	11:45 – 1:15 p.m.	Lunch
Location:	1:15 – 2:30 p.m.	Workshop #3
Saint Paul Catholic High School.	2:30 – 2:45 p.m.	Evaluation and Wrap Up
3834 Windermere Road, Niagara Falls		

Taking Care of Stress

When supporting others, whether at work or whether at home, it's essential that you also take good care of yourself. In this workshop you will learn practical ideas and strategies that will make a positive and amazing difference in your life. It's more than just a stress management workshop; it's all about you and living life well!

Mind the Meltdown

Helping students cope with anxiety in schools and teaching students to identify their emotional responses is the first step in providing them with strategies and tools in controlling feelings of anxiousness, fear, and frustrations that could eventually lead to inappropriate social responses, and the dreaded "meltdown". This in-service will provide Educational Assistants an overview of available resources and tools that can be used to develop emotional regulation systems for students, in consultation with classroom teachers and administrators.

Reading Strategies That Work

Workshop participants will learn strategies designed to help students who require support to develop reading skills. Based on research, the focus will be on developing three essential areas- sight words, phonograms and fluency.

Positive Behaviour Supports

This workshop is made up of information and strategies that teach, support and reinforce positive behavior. Behavioural issues in schools can interfere with learning, instruction and a positive school climate. There are students, for a variety of reasons, who may not understand acceptable social behavior and find it difficult to meet the behavioural expectations of the school. PBS involves an integrated system of school-wide, classroom management and individual student supports that provide staff with effective strategies to improve behavioural outcomes in their school. PBS also compliments the theory of Behaviour Management System (BMS) which believes that a child's inappropriate behavior is not willful rather that their environment influences their development.

Use and Care of FMSystems

Participants will experience a simulated hearing loss to help understand the needs of deaf and hard of hearing students. They will also have hands on experience with hearing aids, and FM systems.

1, 2, 3 Sign with Me

This make-and-take workshop will provide you with the three main educational uses of sign language. "One" will be basic finger spelling and numbers. "Two" will be the everyday classroom vocabulary. "Three" will be conversational signs. You will leave this workshop with a sign language flip chart ring, visuals, and a better understanding of sign use in the classroom.

Sexuality and Autism

This workshop discusses how all aspects are impacted by the characteristics of Autism Spectrum Disorders. Often, these students are unaware of the social rules, known as "The Hidden Curriculum, which causes difficulty and confusion in navigating the social world. This workshop stresses the importance of implementing visual strategies to teach students the social skills and information they require to interact safely in the social world. Teaching appropriate skills should start in toddlerhood.

Clicker 5 and World Wide Web

Clicker 5 and the World Wide Web. In this session we will be exploring the world of Clicker 5/Paint and the World Wide Web. Together we will create a book to share with your students. This interactive book will allow students to listen to the book you have created. Later we will create visual charts in no time at all. Discover the free resource available to you and your student. Let's have fun and let's create!

Healthy Voice

Protecting Your Greatest Teaching Tool.... Your Voice!

Workshop participants will learn preventative strategies to avoid vocal problems and complete voice loss. You will learn how to reduce the symptoms of voice strain. Voice problems do not fix themselves and can worsen over time. There are many simple things you can implement in your day to day activities to ensure good vocal health. Your voice is your livelihood, your signature and your teaching instrument. Learn how to protect your greatest teaching tool.

Releasing Stress through Exercise Yoga

Sessions #1 and #2 Only Zumba - Session #3 Only

Using physical activity to release and control emotions is a great coping strategy for teachers. Dealing with our own emotions, as well as children and colleagues, is a daily challenge. Using classes like Yoga and Zumba allows us to deal with emotions in a healthy way. This allows us to better deal with our professional life.

Please Note: Participants may only participate in one gym activity. A waiver must be signed before taking this workshop. Participants must bring own Yoga mat and wear appropriate clothing.

Making Take Home Literacy Bags

Take Home Literacy Bags offer great opportunities for children to interact with literature and actively participate with books and related activities in a home environment. Literacy bags are usually thematic and contain a read aloud book, reproducible activities correlating with bag's theme, a writing journal, a materials checklist, a parent letter explaining the homework bag. In this workshop, all participants will be given hard copies of websites for ideas, file folders and parent letter for the bags. There will be samples of literacy bags at the workshop.

Here comes the FUN part... Each participant will receive a blank bag that you will design according to the theme you have chosen.

VERY IMPORTANT for those who are registered for this workshop, please email me your theme so I can prepare the appropriate materials for your bag. tara.formisano@ncdsb.com

Reading Strategies That Work

Workshop participants will learn strategies designed to help students who require support to develop reading skills. Based on research, the focus will be on developing three essential areas-sight words, phonograms and fluency.

A Resource for Children with Language Needs

Autism& PDD; Picture Stories & Language Activities: A Resource for Children with Language Needs

Workshop participants will learn about a set of resources that will help target your student's receptive and expressive language needs by using funny stories and hands-on activities. The stories feature two friends, Matt and Molly, who will help motivate your students to learn through their many experiences. These activities are flexible so that they may be used with one student, a small group or an entire class.

Children and Movement

This workshop will focus on Movement Education and embedded curriculum. These are activities based in observation of dominances and gaps in a child's movement repertoire, (midline crossing, firm and sustained movement qualities, etc.). Movement Education concepts focus on body, space quality and relationships with objects and others. Breaking down a skill into a simpler component and chaining them together progressively is one "Activity Station" approach. Dr. Connolly will demonstrate strategies and provide insight into Movement Strategies for children with disabilities.

Multisensory Strategies for Students with Sensory Needs

During this workshop, participants will gain a better understanding of how sensory regulation impacts on a child's behaviour throughout the day. The instructor will move through the five senses providing strategies to accommodate the demonstrated behaviours in identified areas. Successful use of leveled breaks will also be explored during this informative session.

Fetal Alcohol Spectrum Disorder

Fetal Alcohol Spectrum Disorder (FASD) is the leading known cause of cognitive and developmental disability in Canada. The focus of this workshop will be to give an introduction to FASD and its impact on learning. We will also review strategies to support the educational and behavioural needs of students with FASD.

Find it... Use It...

Discover what's at the Catholic Resource Centre. Participants will become familiar with the many resources available. Check out the display table including new arrivals, great for strategies to use with children with special needs, puppets and materials that can be made with the use of the die cut and button maker machines available at the CRC. Learn how easy it is to have access to these great resources.

Reading Strategies That Work

Workshop participants will learn strategies designed to help students who require support to develop reading skills. Based on research, the focus will be on developing three essential areas - sight words, phonograms and fluency.

Behaviour Management Systems

This workshop will be a full certification course for Behaviour Management Systems training. This full day workshop will teach staff how to be proactive, preventative and safe working with students with 'at risk' behaviours.

Introduction to Smart Notebook


Participants will be introduced to the Smart Notebook as a technological classroom resource designed to improve classroom instruction and student engagement.

Program	Schedule and Workshop Description	
First Aid Re-Certification Various Employee Groups	8:30 – 10:00 a.m.	First Aid
	10:00 – 10:15 a.m.	Nutrition Break
Location: Alexander Kuska Catholic Elementary School 333 Rice Rd., Welland	10:15 – 12:00 Noon	First Aid (Cont'd)
	12:00 Noon – 1:00 p.m.	Lunch
	1:00 - 3:00 p.m..	First Aid (Cont'd)
	3:00 – 3:15 p.m.	Nutrition Break
	3:15 – 4:30 p.m.	First Aid (Cont'd)



Custodial Staff

Program	Schedule and Workshop Description																
<p>Location: St. Kevin Catholic Elementary School Welland</p>	<table><tbody><tr><td>8:30 a.m.</td><td>Welcome and Opening Prayer</td></tr><tr><td>8:45 a.m.–10:00 a.m.</td><td>Session #1</td></tr><tr><td>10:00 a.m.–10:15 a.m.</td><td>Nutrition Break</td></tr><tr><td>10:15 a.m.–11:30 a.m.</td><td>Session #2</td></tr><tr><td>11:30 a.m. –1:00 p.m.</td><td>Lunch</td></tr><tr><td>1:00 p.m. –2:15 p.m.</td><td>Session #3</td></tr><tr><td>2:15 p.m.</td><td>Evaluation and Wrap-Up</td></tr><tr><td>2:30 p.m.</td><td>Adjournment</td></tr></tbody></table>	8:30 a.m.	Welcome and Opening Prayer	8:45 a.m.–10:00 a.m.	Session #1	10:00 a.m.–10:15 a.m.	Nutrition Break	10:15 a.m.–11:30 a.m.	Session #2	11:30 a.m. –1:00 p.m.	Lunch	1:00 p.m. –2:15 p.m.	Session #3	2:15 p.m.	Evaluation and Wrap-Up	2:30 p.m.	Adjournment
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2:30 p.m.	Adjournment																

- Securing a building
 - Alarm system
 - Review and training on large equipment
 - Fire Panel and pull stations
 - Discussion on Cross contamination
 - Dispensing system
 - Flood prevention
 - Boiler room orientation- introductory level
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System Wide Niagara Catholic District School Board

PROFESSIONAL ACTIVITY DAY
Friday, November, 16, 2012

8:30 a.m.		Welcome and Opening Prayer
8:45 a.m. –	10:00 a.m.	Session #1
10:00 a.m. –	10:15 a.m.	Nutrition Break
10:15 a.m. –	11:30 a.m.	Session #2
11:30 a.m. –	1:00 p.m.	Lunch
1:00 p.m. –	2:15 p.m.	Session #3
2:15 p.m.		Evaluation and Wrap-Up
2:30 p.m.		Adjournment

Site (Secondary Schools)		Session#1	Session#2	Session#3
Denis Morris Catholic High School	ELKP – Grade 3 (300)	Descriptive Feedback	Financial Literacy	Subject Specific
Holy Cross Catholic Secondary School	Junior Teachers (220)			
Notre Dame College School	Intermediate + Math Secondary (Gr. 9 – 12) (300)			
Saint Michael Catholic and St. Francis Catholic High Schools	All other high school teachers (except FSL) (300)			
Msgr. Clancy Catholic Elementary	FSL and Arts (100)			
Saint Paul Catholic High School	Support Staff Eg. EA's and CYW's etc.) (400)	Special Education Related Topics	Financial Literacy	Special Education Related Topics
Alexander Kuska Catholic	Various Employees Group	First Aid Re-Certification		

“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.”



Financial Literacy

Secondary



Ontario Students need to be Financially Literate to make more informed choices in a complex and fast-changing world. With an understanding of the implications of their decisions and with the necessary critical thinking problem solving skills, students will be better equipped to function in today's financial environment.

Ministry of Education
Financial Literacy Education
in Ontario Schools.

Professional Activity Day

Program

Friday, November 16, 2012

Nurturing SOULS and Building MINDS

Secondary Teachers and Support Staff

The Niagara Catholic District School Board Professional Activity Day scheduled for Friday, November 16, 2012, will see a host of activities intended to assist our teachers and academic support staff in the quest to ensure Student Success from Junior Kindergarten to Grade 12.

The various programs offered throughout the day have been developed as a result of the recommendations of many stakeholders. The planning and execution reflect a great deal of co-operation and foresight on the part of several Board departments, Consultants, Co-ordinators and Secondary Curriculum Councils. This year however the emphasis will be placed on two high priority Ministry of Education items viz., Financial Literacy and Descriptive Feedback.

Program

Schedule and Workshop Descriptions

Program	Schedule and Workshop Descriptions
Religion	Teachers with 2 or more Sections of Religion 8:30 a.m. Welcome and Opening Prayer 8:45 – 10:00 a.m. Workshop # 1 10:00 – 10:30 a.m. Nutrition Break 10:30 – 11:45 a.m. Workshop # 2 11:45 – 1:15 p.m. Lunch 1:15 – 2:30 p.m. Workshop # 3 2:30 – 2:45 p.m. Evaluation and Wrap Up
Location: St. Michael Catholic High School 8699 Macleod Road, Niagara Falls	

Session 1

Descriptive Feedback

In order for students to improve their understanding of material, they must receive effective feedback that is specific to their needs. Descriptive feedback involves providing students with precise information by teachers or peers that is specific to the learning goals and success criteria. When effective descriptive feedback is used, students will have an understanding of their strengths, needs and what steps need to be taken in order to improve.

Session 2

Financial Literacy

It is critical for students to develop the financial knowledge, skills, attitudes and behaviours that will help them make sound financial decisions today and throughout their lives. This workshop will explore the approach to Financial Literacy in the Religion classroom

Session 3 Options – Choose One (1)

Family Life Strand: A Refresher on Human Sexuality & Church Teachings (Religion)

Guided by CARFLEO media clips featuring Dr. Moira McQueen, moral theologian and director of the Canadian Catholic Bioethics Institute, secondary Religion teachers will discuss their important role in teaching the expectations related to human growth and development in the Family Life Strand. Lesson ideas on chastity, decision making and AIDS education will be shared.

Intermediate Smart Notebook and the Integration of Interactive Lessons for Student Learning

Notebook technology enhances the integration process, fostering greater classroom interaction along the way.

Subject/Program Area

Schedule and Workshop Descriptions

Chaplaincy Leaders

Location:
St. Thomas More Catholic Church
6548 Dorchester Rd., Niagara Falls

Niagara Catholic chaplaincy leaders will begin the day with Mass at St. Thomas More Church in Niagara Falls, followed by a morning with Bishop Bergie covering a variety of timely topics for our ministry, including Respecting Differences and the role of chaplaincy leaders. Lunch will be followed by a time of continued conversation and future planning.

Subject/Program Area

Schedule and Workshop Descriptions

Arts

Location:
Msgr. Clancy Catholic Elementary
41 Collier Road, Thorold

Teachers with 2 or more Sections of Arts:

8:30 a.m.	Welcome and Opening Prayer
8:45 – 10:00 a.m.	Workshop # 1
10:00 – 10:30 a.m.	Nutrition Break
10:30 – 11:45 a.m.	Workshop # 2
11:45 – 1:15 p.m.	Lunch
1:15 – 2:30 p.m.	Workshop # 3
2:30 – 2:45 p.m.	Evaluation and Wrap Up

*Specific registration instructions for these groups of teachers will be forwarded by Jayne Evans, FSL/ESL/Arts Consultant under separate cover.

Descriptive Feedback in the Arts Classroom

NCDSB teachers of the Arts will have the opportunity to engage in a variety of activities in order to deepen their understanding of descriptive feedback.

Improvisation in Life and Art

Stephen Nachmanovitch Author of the book *Free Play: Improvisation in Life and Art*, will lead all NCDSB Arts teachers in a hands-on exploration of improvisation, an important technique suitable for all Arts courses.

Financial Literacy through the Arts

NCDSB teachers of the Arts will become familiar with the Financial Literacy initiative and will explore the most current resources available to integrate Financial Literacy into the Arts classroom.

Subject/Program Area

Schedule and Workshop Descriptions

Business/Technology/ Co-op
Guidance/Success/CRA's

Location:

Saint Michael Catholic High School
8699 MacLeod Road, Niagara Falls

Teachers with 2 or more Sections of
Business/Technology/Guidance/Co-operative Education:

8:30 a.m. –	Welcome and Opening Prayer
8:45 – 10:00 a.m.	Financial Literacy
10:00 – 10:30 a.m.	Nutrition Break
10:30 – 11:45 a.m.	Travel to Niagara College
11:45 – 1:15 p.m.	Lunch
1:15 – 2:30 p.m.	Workshop # 3 (Niagara College)
2:30 – 2:45 p.m.	Evaluation and Wrap Up

Session 1

Financial Literacy

It is critical for students to develop the financial knowledge, skills, attitudes and behaviours that will help them make sound financial decisions today and throughout their lives. This workshop will explore the approach to Financial Literacy in the Business/Technology, Co-Operative, Guidance and Student Success classrooms.

Session 2 Travel Time

Session 3

This group of colleagues will travel to the Catholic Education Centre in Welland, where they will be transported to Niagara College, Welland Campus to be hosted for lunch and to participate in subject specific Campus Tours during Session #3.

Subject/Program Area

Schedule and Workshop Descriptions

English & Secondary
ERTs (Last names beginning with A – L)

Location:

Notre Dame College School
64 Smith Street
Welland

Teachers with 2 or more Sections of English & ERTs (last
name beginning with L – Z)

8:30 a.m.	Welcome and Opening Prayer
8:45 – 10:00 a.m.	Workshop / 1 – Financial Literacy
10:00 – 10:30 a.m.	Nutrition Break
10:30 – 11:45 a.m.	Workshop # 2 - Descriptive Feedback
11:45 – 1:15 p.m.	Lunch
1:15 – 2:30 p.m.	Workshop # 3 – Mental Health
2:30 – 2:45 p.m.	Evaluation and Wrap Up

All Grade 9 – 12 English Teachers
(Two or more Sections in Semester 1) &
Secondary ERTs
(Last names beginning with A-L) Session 1

Descriptive Feedback

In order for students to improve their understanding of material, they must receive effective feedback that is specific to their needs. Descriptive feedback involves providing students with precise information by teachers or peers that is specific to the learning goals and success criteria. When effective descriptive feedback is used, students will have an understanding of their strengths, needs and what steps need to be taken in order to improve.

Session 2

Financial Literacy

It is critical for students to develop the financial knowledge, skills, attitudes and behaviours that will help them make sound financial decisions today and throughout their lives. This workshop will explore the approach to Financial Literacy in the English classroom.

Session 3

The School Based Mental Health Strategy

Jim Wagner is a senior manager responsible for the School-Based Programs and Secondary Day Treatment placements with Pathstone Mental Health. Camilla Petit is one of the two School-Based Therapists working within the Niagara Catholic District School Board. Jim and Camilla will present to staff the philosophy around the School-Based Program and the students it aims to serve. The discussion will focus on the importance between the cross-sectorial partnerships and the role educators play in identifying concerning behaviours that may be an illustration of mental health problems.

Subject/Program Area

Schedule and Workshop Descriptions

English as a Second Language
(ESL)

Location:

Msgr. Clancy Catholic Elementary
41 Collier Road, Thorold

8:30 a.m.	Welcome and Opening Prayer
8:45 – 10:00 a.m.	Workshop # 1
10:00 – 10:30 a.m.	Nutrition Break
10:30 – 11:45 a.m.	Workshop # 2
11:45 – 1:15 p.m.	Lunch
1:15 – 2:30 p.m.	Workshop # 3
2:30 – 2:45 p.m.	Evaluation and Wrap Up

*Specific registration instructions for these groups of teachers will be forwarded by Jayne Evans, FSL/ESL/Arts Consultant under separate cover.

English Language Learners – Progressing through STEP

Gillian Hall, Education Officer with the Ministry of Education, will present updates on the STEP project. Elementary and secondary ESL teachers will have the opportunity to collaborate on the STEP initiatives currently in place as well as share best practices and resources.

The Mask Messenger

The Mask Messenger is a series of vignettes ranging from comic to bizarre to poignant. Body language, psychological insight, and humor are the driving forces that captivate audiences. The show illuminates and expands the concept of the mask, exploring its relationship to human psychology, business, fashion, art, dance, and theatre.

Subject/Program Area

Schedule and Workshop Descriptions

Business/Technology/ Co-op
Guidance/Success/CRA's

Location:

Saint Michael Catholic High School
8699 MacLeod Road, Niagara Falls

Teachers with 2 or more Sections of
Business/Technology/Guidance/Co-operative Education:

8:30 a.m. –	Welcome and Opening Prayer
8:45 – 10:00 a.m.	Financial Literacy
10:00 – 10:30 a.m.	Nutrition Break
10:30 – 11:45 a.m.	Travel to Niagara College
11:45 – 1:15 p.m.	Lunch
1:15 – 2:30 p.m.	Workshop # 3 (Niagara College)
2:30 – 2:45 p.m.	Evaluation and Wrap Up

Session 1

Financial Literacy

It is critical for students to develop the financial knowledge, skills, attitudes and behaviours that will help them make sound financial decisions today and throughout their lives. This workshop will explore the approach to Financial Literacy in the Business/Technology, Co-Operative, Guidance and Student Success classrooms.

Session 2

Travel Time

Session 3

This group of colleagues will travel to the Catholic Education Centre in Welland, where they will be transported to Niagara College, Welland Campus to be hosted for lunch and to participate in subject specific Campus Tours during Session #3.

Subject/Program Area

Schedule and Workshop Descriptions

English & Secondary
ERTs (Last names beginning with A – L)

Location:

Notre Dame College School
64 Smith Street
Welland

Teachers with 2 or more Sections of English & ERTs (last name beginning with L-Z)

8:30 a.m.	Welcome and Opening Prayer
8:45 – 10:00 a.m.	Workshop / 1 – Financial Literacy
10:00 – 10:30 a.m.	Nutrition Break
10:30 – 11:45 a.m.	Workshop # 2 - Descriptive Feedback
11:45 – 1:15 p.m.	Lunch
1:15 – 2:30 p.m.	Workshop # 3 – Mental Health
2:30 – 2:45 p.m.	Evaluation and Wrap Up

All Grade 9 – 12 English Teachers
(Two or more Sections in Semester 1) &
Secondary ERTs
(Last names beginning with A-L) Session 1

Subject/Program Area

Schedule and Workshop Descriptions

French as a Second
Language (FSL)

International
Languages (IL)

Location:

Msgr. Clancy Catholic Elementary School
41 Collier Road, Thorold

Teachers with 2 or more Sections of French and/or
International Languages:

8:30 a.m.	Welcome and Opening Prayer
8:45 – 10:00 a.m.	Workshop # 1
10:00 – 10:30 a.m.	Nutrition Break
10:30 – 11:45 a.m.	Workshop # 2
11:45 – 1:15 p.m.	Lunch
1:15 – 2:30 p.m.	Workshop # 3
2:30 – 2:45 p.m.	Evaluation and Wrap Up

*Specific registration instructions for these groups of teachers will be forwarded
by Jayne Evans, FSL/ESL/Arts Consultant under separate cover.

Descriptive Feedback in the Secondary FSL/IL Classroom

French as a second language and International Languages teachers will have the opportunity to engage in a variety of activities in order to deepen their understanding of descriptive feedback.

Financial Literacy in the Secondary FSL/IL Classroom

French as a second language and International Languages teachers will become familiar with the Financial Literacy initiative and will explore the most current resources available to integrate Financial Literacy into the FSL/IL classroom.

Faustwork – Le masque est le message

The Mask Messenger is a series of vignettes ranging from comic to bizarre to poignant. Body language, psychological insight, and humor are the driving forces that captivate audiences. The show illuminates and expands the concept of the mask, exploring its relationship to human psychology, business, fashion, art, dance, and theatre.

Subject/Program Area

Schedule and Workshop Descriptions

Mathematics &
Secondary ERTs (Last names beginning with
M-Z)

Location:

Notre Dame College School
64 Smith St., Welland

Teachers with 2 or more Sections of Mathematics & ERTs
(Last names beginning with M-Z)

8:30 a.m.	Welcome and Opening Prayer
8:45 – 10:00 a.m.	Workshop # 1
10:00 – 10:30 a.m.	Nutrition Break
10:30 – 11:45 a.m.	Workshop # 2
11:45 – 1:15 p.m.	Lunch
1:15 – 2:30 p.m.	Workshop # 3
2:30 – 2:45 p.m.	Evaluation and Wrap Up

All Teachers must select "Descriptive Feedback" in one of Sessions one, two or three and then two other workshops from the menu for the other two sessions.

All Grade 9 – 12 Mathematics Teachers (Two or more Sections in Semester 1)
& ERTs (Last names beginning with M-Z)

Session 1, 2 and 3 (Choose One (1) Session)

Descriptive Feedback

In order for students to improve their understanding of material, they must receive effective feedback that is specific to their needs. Descriptive feedback involves providing students with precise information by teachers or peers that is specific to the learning goals and success criteria. When effective descriptive feedback is used, students will have an understanding of their strengths, needs and what steps need to be taken in order to improve.

Workshops - Choose Two (2)

Teaching through Problem Solving

Teaching through problem solving in a mathematics classroom is a dynamic and engaging way to promote “math talk” and support student thinking. With engaging lesson problems, students will work through questions and concepts by collaborating with classmates and defending their ideas and strategies.

Technology in the Classroom Technology - Friend or Foe??

This presentation will show you how technology in your classroom can be your FRIEND! We will show you practical ways to integrate technology into lessons and allow you to show case student work and provide parents and students with the at home support they need.

Collaborative and Cooperative Learning in a Mathematics Classroom

Collaborative group work is at the heart of student engagement. By providing our students with opportunities to work collaboratively in our mathematics classrooms we are honouring their voice, we are allowing the exchange of ideas, we are promoting “risk taking” and providing a classroom environment where students are co-constructing their knowledge along with their teacher.

Unit Planning

Unit Planning is fitting all of the pieces together when planning your math units. It is showing how diagnostic assessments can be used to direct teacher instruction. It is revealing how lesson problems are developed from the big ideas of the curriculum expectations. It is digging deep into number sense in order to decipher your students' thinking and provide specific feedback. It is understanding formative vs. summative assessment and determining where it best fits within your units of study.

Creating Engaging Interactive Lessons using Smart Notebook

Lesson planning in the intermediate and Senior English and Mathematics classrooms using Smart Notebook technology have resulted in the creation of more student interaction in classroom and greater student engagement overall.

Gizmos

ExploreLearning Gizmos is the world's largest library of interactive online simulations for math and science. Gizmos are fun, easy to use, and helps students develop a deep understanding of challenging concepts through inquiry and exploration.

Learning Skills and Self-Assessment Organization Ideas

Self-regulation is a learning skill that helps students assess their progress in a course and enables them to identify areas of need or concern. Come see how we can use the Big Ideas from our curriculum expectations to help our students organize and understand the progression of their own learning.

Subject/Program Area

Schedule and Workshop Descriptions

Physical Education and Health Location: St. Francis Catholic High School 541 Lake Street, St. Catharines	Teachers with 2 or more Sections of Physical Education
	8:30 a.m. Welcome and Opening Prayer
	8:45 – 10:00 a.m. Workshop - Financial Literacy
	10:00 – 10:30 a.m. Nutrition Break
	10:30 – 11:45 a.m. Workshop – Descriptive Feedback
	11:45 – 1:15 p.m. Lunch
	1:15 – 2:30 p.m. Workshop # 3
2:30 – 2:45 p.m. Evaluation and Wrap Up	

*Specific registration instructions and groupings for these teachers will be created by Program Chairs in consultation with Michael Sheahan, Physical Education Consultant, under separate cover.

Session 1

Financial Literacy

It is critical for students to develop the financial knowledge, skills, attitudes and behaviours that will help them make sound financial decisions today and throughout their lives. This workshop will explore the approach to Financial Literacy in the English classroom.

Session 2

Descriptive Feedback

In order for students to improve their understanding of material, they must receive effective feedback that is specific to their needs. Descriptive feedback involves providing students with precise information by teachers or peers that is specific to the learning goals and success criteria. When effective descriptive feedback is used, students will have an understanding of their strengths, needs and what steps need to be taken in order to improve.

Session Three Choices

Introduction to Smart Notebook

Interactive whiteboards are fast becoming one of the greatest teaching tools for our mathematics classroom. Let's show you ways to get the most out of your SmartBoard and "math tools" to enhance your lessons while increasing student engagement!

Brain Trauma Injury & Concussions

Dr. Czarnota will address current research regarding head injury trauma and discuss issues related to concussions. As a leading international expert in the field of head injury trauma, Dr. Czarnota will provide valuable but practical strategies for coaches of high risk sports when dealing with a potential concussion.

Advanced Technology-Related Resources & Strategies for Teachers and Students In Social Science

Social science teachers will address topics supporting 'advanced technology-related resources and strategies'. Program chairs are dividing into teams to address specific department needs associated with technology and available resources such as 'SmartBoards', e-text applications, website design and an overview of the Ontario comprehension assessment.

Subject/Program Area

Schedule and Workshop Descriptions

Teachers with 2 or more Sections of Science:

Science	8:30 a.m.	Welcome and Opening Prayer
	8:45 – 10:00 a.m.	Workshop - Financial Literacy
Location:	10:00 – 10:30 a.m.	Nutrition Break
St. Francis Catholic High School	10:30 – 11:45 a.m.	Workshop – Descriptive Feedback
541 Lake Street, St. Catharines	11:45 – 1:15 p.m.	Lunch
	1:15 – 2:30 p.m.	Workshop # 3
	2:30 – 2:45 p.m.	Evaluation and Wrap Up

*Specific registration instructions and groupings for these teachers will be created by Program Chairs in consultation with Michael Sheahan, Physical Education Consultant, under separate cover.

Session 1

Financial Literacy

It is critical for students to develop the financial knowledge, skills, attitudes and behaviours that will help them make sound financial decisions today and throughout their lives. This workshop will explore the approach to Financial Literacy in the English classroom.

Session 2

Descriptive Feedback

In order for students to improve their understanding of material, they must receive effective feedback that is specific to their needs. Descriptive feedback involves providing students with precise information by teachers or peers that is specific to the learning goals and success criteria. When effective descriptive feedback is used, students will have an understanding of their strengths, needs and what steps need to be taken in order to improve.

Session Three Choices

Introduction to Smart Notebook

Interactive whiteboards are fast becoming one of the greatest teaching tools for our mathematics classroom. Let's show you ways to get the most out of your SmartBoard and "math tools" to enhance your lessons while increasing student engagement!

Eco-Justice

Eco-justice themes are relevant across many areas of science, specific to curriculum expectations in a variety of courses and as well as our catholic faith. This presentation will provide discussion on current issues related to eco-justice.

Advanced Technology-Related Resources & Strategies for Teachers and Students In Social Science

Social science teachers will address topics supporting 'advanced technology-related resources and strategies'. Program chairs are dividing into teams to address specific department needs associated with technology and available resources such as 'SmartBoards', e-text applications, website design and an overview of the Ontario comprehension assessment.

Subject/Program Area

Schedule and Workshop Descriptions

Social Sciences

Location:

St. Francis Catholic High School
541 Lake Street,
St. Catharines

Teachers with 2 or more Sections of Geography, History or any of the Social Sciences

8:30 a.m.	Welcome and Opening Prayer
8:45 – 10:00 a.m.	Workshop – Financial Literacy
10:00 – 10:30 a.m.	Nutrition Break
10:30 – 11:45 a.m.	Workshop – Descriptive feedback
11:45 – 1:15 p.m.	Lunch
1:15 – 2:30 p.m.	Workshop # 3
2:30 – 2:45 p.m.	Evaluation and Wrap Up

*Specific registration instructions and groupings for these teachers will be created by Program Chairs in consultation with Michael Sheahan, Physical Education Consultant, under separate cover.

Session 1

Financial Literacy

It is critical for students to develop the financial knowledge, skills, attitudes and behaviours that will help them make sound financial decisions today and throughout their lives. This workshop will explore the approach to Financial Literacy in the English classroom.

Session 2

Descriptive Feedback

In order for students to improve their understanding of material, they must receive effective feedback that is specific to their needs. Descriptive feedback involves providing students with precise information by teachers or peers that is specific to the learning goals and success criteria. When effective descriptive feedback is used, students will have an understanding of their strengths, needs and what steps need to be taken in order to improve.

Session Three Choices

Introduction to Smart Notebook

Interactive whiteboards are fast becoming one of the greatest teaching tools for our mathematics classroom. Let's show you ways to get the most out of your SmartBoard and "math tools" to enhance your lessons while increasing student engagement!

OCA- Ontario Comprehension Assessment (Social Sciences)

The OCA is an assessment tool that drives instruction. The primary purpose of the OCA is to help students learn more about themselves as readers, while aiding teachers in their planning for comprehension instruction that is tailored to meet students' needs within their curriculum.

Subject/Program Area

Subject/Program Area

Schedule and Workshop Descriptions

Special Education		
Educational Assistants	8:30 a.m.	Welcome and Opening Prayer
Communicative Disorder Assistants	8:45 – 10:00 a.m.	Workshop # 1
Special Education Classroom Teachers	10:00 – 10:30 a.m.	Nutrition Break
Learning Strategies Social Skills Teachers	10:30 – 11:45 a.m.	Workshop #2
	11:45 – 1:15 p.m.	Lunch
Location:	1:15 – 2:30 p.m.	Workshop #3
Saint Paul Catholic High School.	2:30 – 2:45 p.m.	Evaluation and Wrap Up
3834 Windermere Road, Niagara Falls		

Taking Care of Stress

When supporting others, whether at work or whether at home, it's essential that you also take good care of yourself. In this workshop you will learn practical ideas and strategies that will make a positive and amazing difference in your life. It's more than just a stress management workshop; it's all about you and living life well!

Mind the Meltdown

Helping students cope with anxiety in schools and teaching students to identify their emotional responses is the first step in providing them with strategies and tools in controlling feelings of anxiousness, fear, and frustrations that could eventually lead to inappropriate social responses, and the dreaded "meltdown". This in-service will provide Educational Assistants an overview of available resources and tools that can be used to develop emotional regulation systems for students, in consultation with classroom teachers and administrators.

Reading Strategies That Work

Workshop participants will learn strategies designed to help students who require support to develop reading skills. Based on research, the focus will be on developing three essential areas- sight words, phonograms and fluency.

Positive Behaviour Supports

This workshop is made up of information and strategies that teach, support and reinforce positive behavior. Behavioural issues in schools can interfere with learning, instruction and a positive school climate. There are students, for a variety of reasons, who may not understand acceptable social behavior and find it difficult to meet the behavioural expectations of the school. PBS involves an integrated system of school-wide, classroom management and individual student supports that provide staff with effective strategies to improve behavioural outcomes in their school. PBS also compliments the theory of Behaviour Management System (BMS) which believes that a child's inappropriate behavior is not willful rather that their environment influences their development.

Mental Health Placemat

In a classroom of 30 students, about 5 to 6 students will be facing a mental health problem, and 3 to 4 of them will have a problem that interferes with their daily lifestyle. You may notice that students in your classroom are struggling. They may be acting out, or they may be withdrawn. Whatever the cause may be, this is interfering with their achievement at school and preventing the student from learning. When mental health problems interfere with a student's ability to learn and achieve, their success in school suffers. This session will include a brief overview of mental health and addictions issues with special attention to recognizing and supporting mental health and addictions issues within the classroom setting, based on the NCDSB Mental Health Addictions Awareness Placemat. This workshop offers effective practices for school based personnel that support students and their families when mental health and addiction challenges are present.

Use and Care of FM Systems

Participants will experience a simulated hearing loss to help understand the needs of deaf and hard of hearing students. They will also have hands on experience with hearing aids, and FM systems.

1, 2, 3 Sign with Me

This make-and-take workshop will provide you with the three main educational uses of sign language. "One" will be basic finger spelling and numbers. "Two" will be the everyday classroom vocabulary. "Three" will be conversational signs. You will leave this workshop with a sign language flip chart ring, visuals, and a better understanding of sign use in the classroom.

Sexuality and Autism

This workshop discusses how all aspects are impacted by the characteristics of Autism Spectrum Disorders. Often, these students are unaware of the social rules, known as "The Hidden Curriculum, which causes difficulty and confusion in navigating the social world. This workshop stresses the importance of implementing visual strategies to teach students the social skills and information they require to interact safely in the social world. Teaching appropriate skills should start in toddlerhood.

Clicker 5 and World Wide Web

Clicker 5 and the World Wide Web. In this session we will be exploring the world of Clicker 5/Paint and the World Wide Web. Together we will create a book to share with your students. This interactive book will allow students to listen to the book you have created. Later we will create visual charts in no time at all. Discover the free resource available to you and your student. Let's have fun and let's create!

Healthy Voice

Protecting Your Greatest Teaching Tool, ... Your Voice!

Workshop participants will learn preventative strategies to avoid vocal problems and complete voice loss. You will learn to how to reduce the symptoms of voice strain. Voice problems do not fix themselves and can worsen over time. There are many simple things you can implement in your day to day activities to ensure good vocal health. Your voice is your livelihood, your signature and your teaching instrument. Learn how to protect your greatest teaching tool.

Reading Strategies That Work

Workshop participants will learn strategies designed to help students who require support to develop reading skills. Based on research, the focus will be on developing three essential areas-sight words, phonograms and fluency.

A Resource for Children with Language Needs

Autism& PDD; Picture Stories & Language Activities: A Resource for Children with Language Needs

Workshop participants will learn about a set of resources that will help target your student's receptive and expressive language needs by using funny stories and hands-on activities. The stories feature two friends, Matt and Molly, who will help motivate your students to learn through their many experiences. These activities are flexible so that they may be used with one student, a small group or an entire class.

Children and Movement

This workshop will focus on Movement Education and embedded curriculum. These are activities based in observation of dominances and gaps in a child's movement repertoire, (midline crossing, firm and sustained movement qualities, etc.). Movement Education concepts focus on body, space quality and relationships with objects and others. Breaking down a skill into a simpler component and chaining them together progressively is one "Activity Station" approach. Dr. Connolly will demonstrate strategies and provide insight into Movement Strategies for children with disabilities.

Multisensory Strategies for Students with Sensory Needs

During this workshop, participants will gain a better understanding of how sensory regulation impacts on a child's behaviour throughout the day. The instructor will move through the five senses providing strategies to accommodate the demonstrated behaviours in identified areas. Successful use of leveled breaks will also be explored during this informative session.

Releasing Stress through Exercise Yoga - Sessions #1 and #2 Zumba - Session #3

Using physical activity to release and control emotions is a great coping strategy for teachers. Dealing with our own emotions, as well as children and colleagues, is a daily challenge. Using classes like Yoga and Zumba allows us to deal with emotions in a healthy way. This allows us to better deal with our professional life.

Please Note: Participants may only participate in one gym activity. A waiver must be signed before taking this workshop. Participants must bring own Yoga mat and wear appropriate clothing.

Making Take Home Literacy Bags

Take Home Literacy Bags offer great opportunities for children to interact with literature and actively participate with books and related activities in a home environment. Literacy bags are usually thematic and contain a read aloud book, reproducible activities correlating with bag's theme, a writing journal, a materials checklist, a parent letter explaining the homework bag. In this workshop, all participants will be given hard copies of websites for ideas, file folders and parent letter for the bags. There will be samples of literacy bags at the workshop. Here comes the FUN part... Each participant will receive a blank bag that you will design according to the theme you have chosen.

VERY IMPORTANT for those who are registered for this workshop, please email me your theme so I can prepare the appropriate materials for your bag. tara.formisano@ncdsb.com

Fetal Alcohol Spectrum Disorder

Fetal Alcohol Spectrum Disorder (FASD) is the leading known cause of cognitive and developmental disability in Canada. The focus of this workshop will be to give an introduction to FASD and its impact on learning. We will also review strategies to support the educational and behavioural needs of students with FASD.

Find it... Use It...

Discover what's at the Catholic Resource Centre. Participants will become familiar with the many resources available. Check out the display table including new arrivals, great for strategies to use with children with special needs, puppets and materials that can be made with the use of the die cut and button maker machines available at the CRC. Learn how easy it is to have access to these great resources.

Reading Strategies That Work

Workshop participants will learn strategies designed to help students who require support to develop reading skills. Based on research, the focus will be on developing three essential areas - sight words, phonograms and fluency.

Behaviour Management Systems

This workshop will be a full certification course for Behaviour Management Systems training. This full day workshop will teach staff how to be proactive, preventative and safe working with students with 'at risk' behaviours.

Introduction to Smart Notebook

Participants will be introduced to the Smart Notebook as a technological classroom resource designed to improve classroom instruction and student engagement.

Subject/Program Area**Schedule and Workshop Descriptions**

**Child and Youth Workers
(CYWs)**

Location:

Saint Paul Catholic High School
3834 Windermere Road,
Niagara Falls

8:30 a.m.
8:45 – 10:00 a.m.
10:00 – 10:30 a.m.
10:30 – 11:45 a.m.
11:45 – 1:15 p.m.
1:15 – 2:30 p.m.
2:30 – 2:45 p.m.

Welcome and Opening Prayer
Workshop # 1 – Self-Esteem
Nutrition Break
Self-Esteem (Cont'd)
Lunch
Self-Esteem (Cont'd)
Evaluation and Wrap Up

Workshop Description

Self-esteem is the sine qua non that determines success or failure in life. In this workshop participants will be looking at the single most important issue that affects self-esteem and will address how to deal with situational and characterological self-esteem issues. The workshop will be a full day.

Subject/Program Area**Schedule and Workshop Descriptions**

Library Technicians

Location:

Notre Dame College School
64 Smith St.,
Welland

8:30 a.m.
8:45 – 10:00 a.m.
10:00 – 10:30 a.m.
10:30 – 11:45 a.m.
11:45 – 1:15 p.m.
1:15 – 2:30 p.m.
2:30 – 2:45 p.m.

Welcome and Opening Prayer
Workshop # 1-
Use of the Gale "Cengage"
Electronic Databases
Nutrition Break
Workshop # 2 - Enhancement of
Elementary School Libraries (Cont'd)
Lunch
Workshop # 3 – Best Practices Sharing
Evaluation and Wrap Up

Subject/Program Area**Schedule and Workshop Descriptions**

**First Aid Re-Certification -
Various Employee groups**

Location:

Alexander Kuska Catholic,
333 Rice Rd., Welland

8:30 – 10:00 a.m.
10:00 – 10:15 a.m.
10:15 – 12:00 Noon
12:00 Noon – 1:00 p.m.
1:00 - 3:00 p.m.
3:00 – 3:15 p.m.
3:15 – 4:30 p.m.

First Aid
Nutrition Break
First Aid (Cont'd)
Lunch
First Aid (Cont'd)
Nutrition Break
First Aid (Cont'd)

Custodial Staff

Program

Schedule and Workshop Description

Location:

St. Kevin Catholic Elementary School
Welland

8:30 a.m.

Prayer

8:45 a.m.–10:00 a.m.

10:00 a.m.–10:15 a.m.

10:15 a.m.–11:30 a.m.

11:30 a.m. –1:00 p.m.

1:00 p.m. –2:15 p.m.

2:15 p.m.

2:30 p.m.

Welcome and Opening

Session #1

Nutrition Break

Session #2

Lunch

Session #3

Evaluation and Wrap-Up

Adjournment

Securing a building
Alarm system
Review and training on large equipment
Fire Panel and pull stations
Discussion on Cross contamination
Dispensing system
Flood prevention
Boiler room orientation- introductory level

System Wide Niagara Catholic District School Board

PROFESSIONAL ACTIVITY DAY

Friday, November, 16, 2012

8:30 a.m.		Welcome and Opening Prayer
8:45 a.m.	– 10:00 a.m.	Session #1
10:00 a.m.	– 10:15 a.m.	Nutrition Break
10:15 a.m.	– 11:30 a.m.	Session #2
11:30 a.m.	– 1:00 p.m.	Lunch
1:00 p.m.	– 2:15 p.m.	Session #3
2:15 p.m.		Evaluation and Wrap-Up
2:30 p.m.		Adjournment

Site (Secondary Schools)		Session#1	Session#2	Session#3
Denis Morris Catholic High School	ELKP – Grade 3 (300)	Descriptive Feedback	Financial Literacy	Subject Specific
Holy Cross Catholic Secondary School	Junior Teachers (220)			
Notre Dame College School	Intermediate + Math Secondary (Gr. 9 – 12) (300)			
Saint Michael Catholic and St. Francis Catholic	All other high school teachers (except FSL) (300)			
Mgr. Clancy Catholic Elementary	FSL and Arts (100)			
Saint Paul Catholic High School	Support Staff Eg. EA's and CYW's etc.) (400)	Special Education Related Topics	Financial Literacy	Special Education Related Topics
Alexander Kuska Catholic	Various Employees Group	First Aid Re-Certification		

“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.”

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 27, 2012**

PUBLIC SESSION

**TOPIC: FINANCIAL REPORTS
MONTHLY BANKING TRANSACTIONS
SEPTEMBER & OCTOBER 2012**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the report on the Monthly Banking Transactions for the months of September and October 2012, as presented.

Prepared by: Larry Reich, Superintendent of Business and Financial Services
Presented by: Larry Reich, Superintendent of Business and Financial Services
Recommended by: John Crocco, Director of Education
Date: November 27, 2012



**REPORT TO THE BOARD MEETING
NOVEMBER 27, 2012**

**MONTHLY BANKING TRANSACTIONS
FOR THE MONTH OF SEPTEMBER & OCTOBER 2012**

BACKGROUND INFORMATION

In accordance with the Monthly Financial Reports Policy Statement, we are pleased to enclose the Monthly Banking Transactions for the Niagara Catholic District School Board for the months of September and October, 2012 as follows:

September 2012	Appendix A
October 2012	Appendix B

As required by the Policy, a monthly list of payments is available in the Holy Cross Community Room for the Trustees to review at their convenience.

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Report on the Monthly Banking Transactions for the month of October 2012 as presented.

Prepared by:	Larry Reich, Superintendent of Business & Financial Services
Presented by:	Larry Reich, Superintendent of Business & Financial Services
Recommended by:	John Crocco, Director of Education
Date:	November 27, 2012

Appendix A

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD REPORT ON BANKING TRANSACTIONS	
SUMMARY OF BANK TRANSACTIONS FOR THE MONTH OF: SEPTEMBER, 2012	
DESCRIPTION OF ITEMS	BANK ACCOUNT
CASH BALANCE AT BEGINNING OF MONTH	(A) 16,370,409
OPERATING CASH RECEIPTS FOR THE MONTH	
1. GENERAL LEGISLATIVE GRANTS	34,083,780
2. OTHER GRANTS (EPC, D.E.Y.C.)	4,251,414
3. INTEREST REVENUE	20,021
4. MUNICIPAL TAXES	10,684,511
5. TUITION FEES REVENUE - A.C.E. & OTHER	819,008
6. CHARITABLE DONATIONS	0
7. GOVERNMENT REBATES (GST 68% REBATE ON TAXABLE PURCHASES)	355,838
8. RECOVERY OF COSTS (LTD, WCS, BENEFITS, OTHER REIMBURSEMENTS)	334,194
9. OTHER CASH RECEIPTS	
- Reimbursements of Employee Benefits	1,542
- Donations Collected from Employees - Other	0
- Other	0
10. TRANSFER FROM SINKING FUNDS	0
11. PROCEEDS FROM DEBENTURE ISSUE (NET)	0
12. CAPITAL LOAN PRINCIPAL ADVANCES	0
TOTAL OPERATING CASH RECEIPTS AND LOAN ADVANCE	(B) 46,416,408
OPERATING CASH DISBURSEMENTS FOR THE MONTH	
1. ACCOUNTS PAYABLE (NET OF CANCELLED CHEQUES AND DEBT REPAYMENTS)	(21,136,323)
2. TEACHER PENSION DEDUCTIONS	(1,240,937)
3. O.M.E.R.S. PENSION DEDUCTIONS	(209,887)
4. CANADA SAVINGS BONDS DEDUCTIONS	(121,125)
5. TRANSFER TO 4 OVER 5 TRUST ACCOUNTS	(74,534)
6. OTHER DEBITS	(32,966)
7. TRANSFER TO SINKING FUNDS	0
8. INTEREST PAYMENTS ON CAPITAL DEBT	(1,057,698)
9. PRINCIPAL PAYMENTS ON CAPITAL DEBT	(653,234)
TOTAL OPERATING CASH DISBURSEMENTS	(C) (24,625,682.32)
CASH BALANCE AT END OF MONTH	A + B - C = D (D) 32,255,156

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD REPORT ON LOAN BALANCES				
SUMMARY OF LOAN BALANCES AS AT: SEPTEMBER, 2012				
The Debentures & Capital Loans are made up as follows:				
Loan Description	Opening Balance	Loan Advances	Loan Repayments	Ending Balance
1. OFA - GPL1 Loan - 25 YR.	(12,112,048.82)			(12,112,048.82)
2. OFA - GPL2 Loan - 25 YR.	(8,398,034.54)			(8,398,034.54)
3. OFA - GPL3 Loan - 25 YR.	(4,374,536.24)			(4,374,536.24)
4. OFA - 2010-11 DEBENTURE - GPL 3	(1,304,854.00)			(1,304,854.00)
5. OFA - 2010-11 DEBENTURE - PCS 1	(3,233,807.00)			(3,233,807.00)
6. OFA - PTR - Completed 2010/11	(8,001,754.57)			(8,001,754.57)
7. OFA - 2001-A1 Debenture	(2,302,012.50)			(2,302,012.50)
8. Debenture (Niagara Region)	(1,521,000.00)			(1,521,000.00)
9. Debenture (Niagara Region)	(2,300,000.00)			(2,300,000.00)
10. Capital Projects - Completed 2001	(13,757,112.29)		281,423.77	(13,465,688.52)
11. Capital Projects - Completed 2002/03	(20,689,482.80)		331,810.72	(20,367,672.08)
12. Capital Projects - Completed 2004/05	(8,642,789.58)			(8,642,789.58)
13. Capital Projects - Completed 2005/06	(7,439,140.80)			(7,439,140.80)
14. Sinking Fund Asset	1,083,794.67			1,083,794.67
Total Debentures & Capital Loans	(93,972,981.48)	0.00	663,234.49	(93,319,746.99)

PREPARED BY : Willem Tumath
 PRESENTED BY : Larry Reich

Appendix B

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD REPORT ON BANKING TRANSACTIONS		
SUMMARY OF BANK TRANSACTIONS FOR THE MONTH OF:		OCTOBER, 2012
DESCRIPTION OF ITEMS		BANK ACCOUNT
CASH BALANCE AT BEGINNING OF MONTH	(A)	32,255,166
OPERATING CASH RECEIPTS FOR THE MONTH		
1. GENERAL LEGISLATIVE GRANTS		16,283,083
2. OTHER GRANTS (EPO, O.E.V.C.)		1,145,841
3. INTEREST REVENUE		20,798
4. MUNICIPAL TAXES		936,436
5. TUITION FEES REVENUE - A.C.E. & OTHER		209,626
6. SALE OF LAND (Re: Thomas Centre)		0
7. GOVERNMENT REBATES (GST 88% REBATE ON TAXABLE PURCHASES)		806,485
8. RECOVERY OF COSTS (LTD, WCB, BENEFITS, OTHER REIMBURSEMENTS)		277,416
9. OTHER CASH RECEIPTS		967
- Reimbursements of Employee Benefits		0
- Donations Collected from Employees - Other		0
- Other		0
10. TRANSFER FROM SINKING FUNDS		0
11. PROCEEDS FROM DEBENTURE ISSUE (NET)		0
12. D.F.A. LOAN PRINCIPAL ADVANCES		0
TOTAL OPERATING CASH RECEIPTS AND LOAN ADVANCE	(B)	19,782,631
OPERATING CASH DISBURSEMENTS FOR THE MONTH		
1. ACCOUNTS PAYABLE (NET OF CANCELLED CHEQUES AND DEBT REPAYMENTS)		(16,382,190)
2. TEACHER PENSION DEDUCTIONS		(1,316,869)
3. O.M.E.R.S. PENSION DEDUCTIONS		(458,382)
4. CANADA SAVINGS BONDS DEDUCTIONS		(121,580)
5. TRANSFER TO 4 OVER 5 TRUST ACCOUNTS		(74,774)
6. OTHER DEBITS		(50,800)
7. TRANSFER TO SINKING FUNDS		0
8. INTEREST PAYMENTS ON CAPITAL DEBT		(305,891)
9. PRINCIPAL PAYMENTS ON CAPITAL DEBT		(81,310)
TOTAL OPERATING CASH DISBURSEMENTS	(C)	(18,793,832)
CASH BALANCE AT END OF MONTH	(D)	33,243,795
	A + B - C = D	

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD REPORT ON LOAN BALANCES				
SUMMARY OF LOAN BALANCES AS AT : OCTOBER, 2012				
The Debentures & Capital Loans are made up as follows:				
Loan Description	Opening Balance	Loan Advances	Loan Repayments	Ending Balance
1. OFA - GPL1 Loan - 25 YR.	(12,112,048.92)			(12,112,048.92)
2. OFA - GPL2 Loan - 25 YR.	(8,388,034.54)			(8,388,034.54)
3. OFA - GPL3 Loan - 25 YR.	(4,374,939.24)			(4,374,939.24)
4. OFA - 2010-11 DEBENTURE - GPL 3	(1,304,854.00)			(1,304,854.00)
5. OFA - 2010-11 DEBENTURE - PCS 1	(3,233,607.00)			(3,233,607.00)
6. OFA - PTR - Completed 2010/11	(8,001,754.57)			(8,001,754.57)
7. OFA - 2001-A1 Debenture	(2,302,012.60)			(2,302,012.60)
8. Debenture (Niagara Region)	(1,521,000.00)			(1,521,000.00)
9. Debenture (Niagara Region)	(2,300,000.00)			(2,300,000.00)
10. Capital Projects - Completed 2001	(13,465,889.52)			(13,465,889.52)
11. Capital Projects - Completed 2002/03	(20,307,672.08)			(20,307,672.08)
12. Capital Projects - Completed 2004/05	(8,642,789.59)		81,310.17	(8,561,479.42)
13. Capital Projects - Completed 2005/06	(7,439,140.80)			(7,439,140.80)
14. Sinking Fund Asset	1,083,754.57			1,083,754.57
Total Debentures & Capital Loans	(93,319,748.99)	0.00	81,310.17	(93,238,438.82)

PREPARED BY: William Turill
 PRESENTED BY: Larry Reich

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 27, 2012**

PUBLIC SESSION

**TOPIC: FINANCIAL REPORTS
STATEMENT OF REVENUE & EXPENDITURES
OCTOBER 31, 2012**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Statement of Revenue and Expenditures as at October 31, 2012, as presented.

Prepared by: Larry Reich, Superintendent of Business and Financial Services
Presented by: Larry Reich, Superintendent of Business and Financial Services
Recommended by: John Crocco, Director of Education
Date: November 27, 2012



**REPORT TO THE BOARD MEETING
NOVEMBER 27, 2012**

**STATEMENT OF REVENUE AND EXPENDITURES
AS AT OCTOBER 31, 2012**

In accordance with the Monthly Financial Reports Policy Statement, we are pleased to enclose the summarized Statement of Revenue and Expenditures by Department as at October 31, 2012. (See Appendix A)

As required by the Policy, a copy of the Financial Statement is available in the Holy Cross Community Room for the Trustees to review at their convenience.

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Report on the Statement of Revenue and Expenditures as at October 31, 2012 as presented.

Prepared by: Larry Reich, Superintendent of Business & Financial Services
Presented by: Larry Reich, Superintendent of Business & Financial Services
Recommended by: John Crocco, Director of Education
Date: November 27, 2012

Appendix A

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
SUMMARY OF REVENUE AND EXPENDITURES - CLOSED
SUMMARY STATEMENT
AS AT OCTOBER 31, 2012**
Board Presentation: November 27, 2012

ACCOUNT DESCRIPTION	THIS YEAR			CHANGES	LAST YEAR		
	EXPENDED	BUDGET	% LEFT		EXPENDED	BUDGET	% LEFT
REVENUE							
REVENUE	-54,539,016	250,504,359	78.2%		-54,841,328	250,504,359	121.9%
TOTAL REVENUE	-54,539,016	250,504,359	78.2%		-54,841,328	250,504,359	121.9%
EXPENDITURES							
BOARD ADMINISTRATION	1,476,561	7,824,710	80.6%		1,520,333	8,010,826	81.0%
ELEMENTARY SCHOOLS	18,297,597	123,883,249	85.2%		20,145,280	122,343,045	83.5%
SECONDARY SCHOOLS	10,200,536	69,102,436	85.2%		11,926,450	68,803,010	82.7%
CONTINUING EDUCATION	754,594	5,833,855	87.1%		790,313	6,131,132	87.1%
PLANT OPERATIONS	1,802,848	18,284,286	90.1%		1,817,197	17,997,907	89.9%
PLANT MAINTENANCE	368,424	3,637,904	89.9%		355,855	3,390,846	89.5%
TRANSPORTATION	692,812	9,662,202	92.8%		1,119,418	10,102,636	86.9%
CAPITAL AND OTHER EXPENDITURES	1,363,456	13,735,204	80.1%		1,593,432	13,724,754	86.4%
TOTAL EXPENDITURES	34,966,828	251,754,618	86.1%		39,268,289	250,504,359	84.3%

PREPARED BY : William Tumath
Finance Department

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
 UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED
 FOR THE PERIOD ENDED: OCTOBER 31, 2012

BOARD ADMINISTRATION

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% Ava	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AV
SALARY & BEN - TRUSTEES	96,974	232,744	58.3	135,770	648	108,021	215,744	49.9
SALARY & BEN - SENIOR STAFF	216,937	1,357,147	84.0	1,140,210	0	323,159	1,498,161	78.4
SALARY & BEN - MANAGERS	253,854	1,605,588	84.2	1,351,734	0	212,822	1,578,425	86.5
SALARY & BEN - TECHNICAL	51,754	327,672	84.2	275,918	0	52,886	361,088	85.4
SALARY & BEN - CLERICAL	328,713	2,196,663	85.0	1,867,970	0	364,795	2,358,107	84.5
TEMPORARY STAFF	11,599	64,376	82.0	52,777	0	11,562	64,321	82.0
PROFESSIONAL DEVELOPMENT	16,241	62,500	74.0	46,259	0	15,743	60,000	73.8
SUPPLIES - ADMINISTRATION	112,239	462,500	75.7	350,261	106,901	61,285	487,500	87.4
SUPPLIES - HUMAN RESOURCES	2,608	20,900	87.0	17,392	1,931	381	20,000	98.1
SUPPLIES - COMPUTER SERVICE	71,049	62,500	13.7	8,549	32,359	28,164	62,500	54.9
SUPPLIES - PLANT OPERATIONS	31,599	380,000	91.7	348,401	108,727	22,372	380,000	94.1
SUPPLIES - BUILDING MAINTENANC	8,976	50,000	82.1	41,024	4,863	1,533	50,000	96.9
FURNITURE & EQUIPMENT	3,752	48,000	92.2	44,248	302	7,320	155,000	95.3
FEES & CONTRACTS	266,903	715,000	62.7	448,097	1,124	308,215	675,000	54.3
MISCELLANEOUS EXPENDITURES	3,363	40,000	91.6	36,637	0	2,275	45,000	95.0
Total - BOARD ADMINISTRATION	1,476,561	7,824,710	80.6	6,148,149	257,055	1,520,333	8,010,826	81.0

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
 UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED
 FOR THE PERIOD ENDED: OCTOBER 31, 2012

ELEMENTARY SCHOOLS

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% Ava	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AV
CLASSROOM TEACHERS	12,091,452	82,347,092	85.3	70,255,640	0	14,112,940	83,158,242	83.0
OCCASSIONAL TEACHERS	336,644	3,132,675	89.3	2,796,031	0	344,592	3,692,748	90.4
TEACHER ASSISTANTS	2,643,273	16,793,712	84.3	14,150,439	0	2,418,693	15,294,372	84.2
PROFESSIONAL STAFF	477,572	2,745,009	82.6	2,267,437	0	483,594	2,579,387	81.3
LIBRARY TECHNICIANS	316,972	2,044,910	84.5	1,727,038	0	309,791	2,055,961	84.9
PRINCIPALS & V.PS.	1,166,521	7,269,029	84.0	6,102,508	0	1,205,854	7,222,285	83.3
SCHOOL SECRETARIES	381,844	2,566,153	85.1	2,184,309	0	396,094	2,496,710	84.1
TEACHER CONSULTANTS	148,913	1,114,713	88.6	965,800	0	245,356	994,429	75.3
PROFESSIONAL DEVELOPMENT	14,497	430,000	96.6	415,503	1,298	51,830	430,000	88.0
PROGRAM CLASSROOM RESOURC	249,240	1,555,000	84.0	1,305,760	27,448	274,247	1,066,000	74.3
CLASSROOM SUPPLIES	196,891	1,492,869	86.8	1,295,978	89,939	146,853	1,530,010	90.5
PROGRAM SUPPLIES	11,908	195,000	93.9	183,092	93	11,665	186,000	93.7
SCHOOL ADMIN. SUPPLIES	48,652	380,000	87.2	331,348	13,202	82,153	400,000	79.5
COMPUTERS - CLASSROOM	155,805	1,119,976	86.1	964,171	13,970	42,820	638,147	93.3
COMPUTERS - NON CLASSROOM	5,472	49,956	89.1	44,484	0	0	49,956	100.0
F & E - CLASSROOM	51,941	604,939	91.4	552,998	48,721	19,675	604,658	96.8
F & E - NON CLASSROOM	0	42,216	100.0	42,216	0	123	42,130	89.7
Total - ELEMENTARY SCHOOLS	16,297,597	123,883,249	85.2	105,585,652	194,671	20,145,280	122,343,046	83.6

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
 UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED
 FOR THE PERIOD ENDED: OCTOBER 31, 2012

SECONDARY SCHOOLS

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% Av	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AV
CLASSROOM TEACHERS	7,067,096	48,262,476	85.4	41,195,380	0	8,788,672	48,358,132	81.8
OCCASSIONAL TEACHERS	176,300	1,774,903	90.1	1,598,604	0	237,895	2,157,811	89.0
TEACHER ASSISTANTS	760,445	4,732,779	83.9	3,972,334	0	760,423	4,574,629	83.4
PROFESSIONAL STAFF	203,783	1,445,128	85.9	1,241,345	0	198,428	1,433,411	86.2
LIBRARY TECHNICIANS	65,552	407,541	83.9	341,989	0	65,418	404,382	83.8
PRINCIPALS & V.P.S.	483,669	3,025,912	84.0	2,542,243	0	486,926	3,031,525	83.9
SCHOOL SECRETARIES	315,548	2,047,253	84.6	1,731,705	0	331,043	2,026,523	83.7
TEACHER CONSULTANTS	95,492	904,005	86.4	806,513	0	139,621	897,114	84.4
LIBRARY & GUIDANCE - TEACHING	423,911	1,921,424	77.9	1,497,513	0	406,864	1,912,682	78.7
PROFESSIONAL DEVELOPMENT	6,432	120,000	94.6	113,568	360	19,679	120,000	83.6
PROGRAM CLASSROOM RESOURC	322,789	2,061,227	84.3	1,738,438	88,947	316,952	1,760,966	82.0
CLASSROOM SUPPLIES	167,119	1,370,614	87.8	1,203,495	176,587	128,505	1,360,852	90.6
PROGRAM SUPPLIES	1,949	66,091	97.1	64,142	0	2,238	57,000	96.1
SCHOOL ADMIN. SUPPLIES	31,580	204,998	84.6	173,418	16,174	29,757	205,000	85.5
COMPUTERS - CLASSROOM	64,551	560,476	86.5	495,925	5,173	11,218	303,060	96.3
COMPUTERS - NON CLASSROOM	2,897	25,000	88.4	22,103	0	0	25,000	100.0
F & E - CLASSROOM	10,874	80,240	86.5	69,366	18,391	811	82,212	99.0
F & E - NON CLASSROOM	549	20,369	87.3	19,820	0	0	20,701	100.0
FEES & CONTRACTS	0	72,000	100.0	72,000	0	0	72,000	100.0
Total - SECONDARY SCHOOLS	10,200,536	69,102,436	85.2	58,901,901	305,632	11,926,450	68,803,010	82.7

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
 UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED
 FOR THE PERIOD ENDED: OCTOBER 31, 2012

CONTINUING EDUCATION

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% Avs	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AV
TEACHER ASSISTANTS	0	36,978	100.0	36,978	0	835	30,800	97.3
PROFESSIONAL STAFF	16,500	104,500	84.2	88,000	0	16,290	105,440	84.6
LIBRARY TECHNICIANS	155	0	0.0	-155	0	0	0	0.0
PRINCIPALS & V.P.S.	73,436	355,614	79.4	282,178	0	86,597	490,884	82.4
SCHOOL SECRETARIES	62,188	307,475	84.4	335,287	0	50,810	399,032	87.3
TEMPORARY STAFF	2,954	22,616	86.9	19,662	0	7,405	38,157	80.6
GRANT OFFICERS	0	16,167	100.0	16,167	0	0	70,540	100.0
SALARY & BEN - INSTRUCTORS	0	7,256	100.0	7,256	0	0	0	0.0
A.E. TEACHERS / INSTRUCTORS	419,920	3,724,080	88.7	3,304,160	0	473,454	4,056,207	88.3
PROFESSIONAL DEVELOPMENT	623	20,300	96.9	19,677	625	1,777	14,750	89.0
PROGRAM CLASSROOM RESOURC	71,097	429,390	83.4	358,293	46,610	57,896	386,680	85.0
CLASSROOM SUPPLIES	107,583	679,279	84.2	571,696	42,159	95,249	532,642	82.1
COMPUTERS - CLASSROOM	0	40,000	100.0	40,000	44,747	0	4,000	100.0
FEES & CONTRACTS	138	0	0.0	-138	440	0	2,000	100.0
Total - CONTINUING EDUCATION	754,594	5,833,655	87.1	5,079,061	134,581	790,313	6,131,132	87.1

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
 UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED
 FOR THE PERIOD ENDED: OCTOBER 31, 2012

ACCOUNT	PLANT OPERATIONS THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% Ava	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AV
SALARY & BEN - MANAGERS	122,526	862,671	86.1	760,145	0	119,419	883,674	86.5
SALARY & BEN - CARETAKERS	743,958	5,426,032	86.3	4,682,074	27,186	802,194	5,466,885	85.3
SALARY & BEN - CLEANERS	482,727	4,323,270	88.8	3,840,543	14,514	410,587	4,268,355	90.4
SALARY & BEN - CLERICAL	17,378	199,785	91.3	182,407	0	17,114	200,193	91.5
PROFESSIONAL DEVELOPMENT	225	10,000	97.8	9,775	0	3,331	10,000	66.7
SUPPLIES - UTILITIES	240,233	4,570,000	94.7	4,329,767	18	229,964	4,600,000	95.0
SUPPLIES - PLANT OPERATIONS	65,630	762,500	91.4	696,870	7,717	101,827	712,500	85.7
SUPPLIES - GROUNDS	23,664	875,000	97.3	851,336	43,256	6,310	770,000	99.2
F & E - PLANT OPERATIONS	106,132	675,000	84.3	568,868	416,039	112,866	526,500	78.6
FEES & CONTRACTS	375	560,000	99.9	559,625	63,576	13,605	560,000	97.6
Total - PLANT OPERATIONS	1,802,848	18,284,258	90.1	16,481,410	572,306	1,817,197	17,997,907	89.9

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
 UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED
 FOR THE PERIOD ENDED: OCTOBER 31, 2012

PLANT MAINTENANCE

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% Ava	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AV
SALARY & BEN - MANAGERS	77,930	508,432	84.7	430,502	0	76,553	505,303	84.9
SALARY & BEN - TECHNICAL	120,211	1,074,963	88.8	954,742	0	147,012	1,064,020	86.2
SALARY & BEN - CLERICAL	14,248	78,655	81.9	64,407	0	15,528	78,172	80.1
TEMPORARY STAFF	234	5,364	95.6	5,130	0	3,054	5,351	42.9
PROFESSIONAL DEVELOPMENT	817	7,500	89.1	6,683	0	511	7,500	93.2
SUPPLIES - PLANT OPERATIONS	6,711	400,000	98.3	393,289	103,927	49,750	400,000	87.6
SUPPLIES - GROUNDS	13,454	180,000	92.5	166,546	1,669	2,484	180,000	98.6
SUPPLIES - PLANT MAINTENANCE	13,972	169,000	91.7	155,028	1,301	9,806	159,000	93.8
SUPPLIES - BUILDING MAINTENANC	109,974	1,102,500	90.0	992,526	55,772	50,868	880,000	94.2
F & E - PLANT MAINTENANCE	0	36,500	100.0	36,500	0	0	36,500	100.0
FEES & CONTRACTS	10,373	75,000	85.5	64,127	14	300	75,000	99.6
Total - PLANT MAINTENANCE	368,424	3,637,904	89.9	3,269,480	162,683	355,866	3,390,846	89.5

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
 UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED
 FOR THE PERIOD ENDED: OCTOBER 31, 2012

TRANSPORTATION DEPARTMENT

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% Avs	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AV
SALARY & BEN - MANAGERS	12,670	114,883	89.1	102,313	0	12,349	117,590	89.5
SALARY & BEN - TECHNICAL	10,646	171,287	93.8	160,641	0	10,503	176,514	94.1
SALARY & BEN - CLERICAL	0	22,561	100.0	22,561	0	0	23,508	100.0
SUPPLIES - ADMINISTRATION	42	75,707	99.9	75,665	0	41	74,278	99.9
FURNITURE & EQUIPMENT	0	12,675	100.0	12,675	0	0	12,675	100.0
FEES & CONTRACTS	669,354	9,265,089	92.8	8,595,735	2	1,096,525	9,698,274	88.7
Total - TRANSPORTATION DEPART	692,612	9,662,202	92.8	8,969,590	2	1,119,418	10,102,839	88.9

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
 UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED
 FOR THE PERIOD ENDED: OCTOBER 31, 2012

CAPITAL AND OTHER EXPENDITURES

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% Ava	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AV
GOOD PLACES TO LEARN	0	1,933,974	100.0	1,933,974	0	0	1,688,284	100.0
FACILITY RENEWAL PROJECTS	0	733,751	100.0	733,751	0	460	733,751	99.9
DEBT CHARGES BEFORE MAY, 1998	65,861	311,506	78.9	245,645	0	79,144	376,880	79.0
DEBT CHARGES AFTER MAY, 1998	0	117,487	100.0	117,487	0	0	117,487	100.0
NEW PUPIL PLACES	1,297,595	2,191,952	40.8	994,357	0	1,513,828	2,465,060	38.6
AMORTIZATION & NET LOSS DISPO	0	8,447,534	100.0	8,447,534	0	0	8,343,292	100.0
Total - CAPITAL AND OTHER EXPEN	1,363,456	13,736,204	90.1	12,372,748	0	1,593,432	13,724,754	88.4

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
 UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED
 FOR THE PERIOD ENDED: OCTOBER 31, 2012

ACCOUNT	THIS YEAR TO DATE				LAST YEAR TO DATE		
	EXPENDED	BUDGET	% Left	CHANGES	EXPENDED	BUDGET	% Left
GRAND TOTAL	34,956,628	251,764,616	86.1		39,268,289	250,504,359	84.3

Prepared by : William Tumath
 Finance Department

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 27, 2012**

PUBLIC SESSION

**TOPIC: TRUSTEE INFORMATION
SPOTLIGHT ON NIAGARA CATHOLIC – NOVEMBER 13, 2012**



Spotlight

on NIAGARA CATHOLIC

Nurturing Souls & Building Minds

www.niagaracatholic.ca

November 13, 2012

37th Annual Pilgrimage Raises \$184,000 for Global Social Justice Projects



On October 28th, approximately 3,800 Niagara Catholic students, staff, trustees, alumni and supporters braved the cold, wet weather to come together in their communities in support of social justice initiatives around the world.

This year's Pilgrimage raised \$184,000 for a variety of projects, bringing the 37-year total to nearly \$6.2-million.

Blessed Trinity: Nearly 600 pilgrims raised more than \$13,000 for various aid projects in Las Pajas, Dominican Republic through the Dominican Canadian Community Development Group (DCCDG).

Denis Morris: 350 pilgrims raised \$15,000 for École Immaculée Conception in Haiti and Wells of Hope in Guatemala.

Holy Cross: More than 300 pilgrims participated in the Pilgrimage, raising approximately \$18,000 for a variety of projects in Thibeau, Cap Hatian and Milot, Haiti.

Lakeshore Catholic: Nearly 500 pilgrims raised approximately \$11,000 for the Grange Seniors Home in Portsmouth, Dominica.

Notre Dame: More than 850 pilgrims raised \$45,000 for the Canadian Catholic Organization for Peace and Yancana Huasy in Lima, Peru, and the DCCDG.

Saint Francis: More than 400 pilgrims raised \$44,500 for the St. Marc School in Haiti, Fogquest and the DCCDG.

Saint Michael: More than 470 pilgrims raised more than \$21,000 for the Hope For Rwanda Children's Fund.

Saint Paul: Nearly 350 pilgrims raised \$16,200 for the Holy Cross School and Orphanage in Milot, Haiti.



Three Policies Sent to Board for Approval

During the November 13th Meeting of the Committee of the Whole, Trustees recommended three policies be sent to the Board for approval.

Niagara Catholic's **Attendance Support Program Policy (new)**, **Elementary Standardized Dress Code Policy - Safe Schools (302.6.6.1)** and **Employee Code of Conduct and Ethics Policy (new)** will be considered at the November 27th Board Meeting.

Trustees also considered the 2012-2013 Policy Schedule. The **Accessibility Standards Policy** and **Transportation Inclement Weather Policy (500.1)** are being vetted through December 21st and are available at niagaracatholic.ca. The **Niagara Catholic Education Award of Distinction Policy (100.7)**, **School Generated Funds Policy (301.6)** and **Student Parenting Policy (305.2)** are scheduled to be considered in December.

Twelve policies are currently being considered and are expected to be presented to the Committee of the Whole in early 2013 and another three policies are currently in development.

Motion Supported

During the November 13th Committee of the Whole Meeting, Trustees pledged to reach out to Niagara's MPPs, as requested by the Ontario Catholic School Trustees' Association (OCSTA).

In September 2012, the Dufferin-Peel Catholic District School Board passed a motion calling for Ontario MPPs to support the legal rights, roles and responsibilities of local school boards in Ontario.

Committee of the Whole recommended four motions in support of the Dufferin-Peel Catholic District School Board's motion to be sent to the Board for consideration.

Trustees will consider the motion at the November 27th Board Meeting.

French Immersion Open Houses

Niagara Catholic currently offers daily Core French to students in Grades 1 through 12, with the intention of enabling students to communicate effectively in French.

In Core French, students receive 42 minutes of French instruction daily, or a total of 960 hours of French instruction through the end of Grade 8.

Niagara Catholic also offers Intensive Core French and Extended French. Intensive Core French has been available at St. Vincent de Paul, St. Michael, St. Alexander and Monsignor Clancy Catholic Elementary Schools since 2007. Extended French has been available at St. Michael and Monsignor Clancy since 2008.

Niagara Catholic is currently examining the potential of French Immersion beginning in September 2013. This is in compliance with the 2012-2013 System Priority "To expand language acquisition for elementary and secondary students through the introduction of French Immersion designated sites and specific international languages to meet the needs of students by June 2013."

Students, parents, guardians and other interested members of the Niagara Catholic community are invited to participate in an Information Night and to participate in a survey, which will be available at the information nights and will also be online at niagaracatholic.ca.

Parent Information Nights will take place in early December. A full schedule, including dates, times and locations, will be posted on the Board website and included in a letter sent home with students on November 23rd.

Looking for *Distinguished* NIAGARA CATHOLIC *Alumni*

The Niagara Catholic Distinguished Alumni Award celebrates past students whose life journeys have been positively influenced by the education they received at Niagara Catholic. The Award honours these alumni and invites them to share their successes with current students, staff and the communities serviced by Niagara Catholic.

2012-2013 nominations are now being accepted

For nomination information, please visit niagaracatholic.ca

The Institute for Catholic Education (ICE) is seeking responses for graduates of a Catholic secondary school for a survey it is conducting on Catholic education. To participate, visit www.niagaracatholic.ca.



www.beyondcatholicgraduation.com





**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
NOVEMBER 27, 2012**

PUBLIC SESSION

**TOPIC: TRUSTEE INFORMATION
CALENDAR OF EVENTS**

December 2012

SUN MON TUE WED THU FRI SAT

SUN	MON	TUE	WED	THU	FRI	SAT
2 1st Sunday of Advent 	3	4 Organizational Meeting & CW	5 SEAC Meeting Mathlete Tournament	6	7	8
9 2nd Sunday of Advent 	10 Human Rights Day	11 Faith Formation	12	13	14	15
16 3rd Sunday of Advent 	17 BT Blessing	18 Board Meeting	19	20	21 Winter Solstice	22
23 4th Sunday of Advent 	24 Christmas Eve	25 Christmas Day	26 Boxing Day	27	28	29
- Board Christmas Shutdown -						
30	31 New Year's Eve					
- Christmas Shutdown -						



Niagara Catholic
District School Board

Events posted at
niagaracatholic.ca

